

How to... Request a funding limit

1. Sign into your account.

If you have one agreement with us, once you have signed in you will be taken to your availability page. From any other page, click on the [Agreements](#) icon.

2. If you have a group of agreements, select the account from the list that you wish to view by clicking on the name.

3. You will then be taken to the [Agreement Summary](#) page.

The screenshot shows the Close Brothers dashboard. On the left is a navigation menu with icons for Home, Agreements, Debtors, Ledger, and Data Exchange. The 'Agreements' icon is highlighted. The main content area shows 'Selected Client: No Agreement Selected' and a table of agreements.

Agreement	Agreement Reference
EFG GROUP Aggregation	0012345/001 GBP
FFG Ltd Non Recourse CHOCS	0012345/001 GBP
UK Ltd Non Recourse CHOCS	0012345/001 GBP
GHI Ltd Non Recourse CHOCS	0012345/001 GBP

The screenshot shows the 'Agreement Summary' page for 'A Client Ltd'. The page has tabs for 'Request Funds', 'Movements', 'In-Payment Enquiry', 'Out-Payment Enquiry', 'Ageing', 'Statistics', and 'Snapshot'. The 'Request Funds' tab is active, showing 'Available Funds: 6,136.69 GBP'. There are dropdown menus for 'Payment Type' (CHAPS GBP) and 'Payment Recipient' (Main Account). The 'Amount Requested' is set to 6,136.69 GBP. A 'Breakdown' panel on the right shows the following details:

Availability Breakdown			Disapproved Breakdown		
Borrowing Base	- Deductions	= Availability			
149,972.34 GBP	- 143,835.65 GBP	= 6,136.69 GBP			

Additional breakdown items:

- Borrowing Base: 149,972.34 GBP
- Sales Ledger: 181,250.83 GBP
- Funding Disapproved: 4,812.78 GBP
- Funding Approved Balance: 176,438.05 GBP
- Prepayment Percentage: @ 85%
- Deductions: 143,835.65 GBP
- Current Account: 143,835.65 GBP
- Pending Out-Payments: 0.00 GBP
- Concentration Retention: 0.00 GBP

Buttons for 'Add Payment Details' and 'Request Funds' are visible at the bottom.

4. To request a bad debt protection limit on an existing account, click on [Debtors](#).

For new accounts see our guide *How to create a new debtor account – non-recourse*.



Debtor Reference	Debtor Name	Gross Debtor	Gross Debtor DAC	Funding Disapp
000123/001 GBP-0000123456/001 GBP	Debtor 123 Ltd	0.00 GBP	0.00 GBP	
000123/001 GBP-0000789101/001 GBP	Debtor Ltd	0.00 GBP	0.00 GBP	
000123/001 GBP-0000234567/001 GBP	Debtor Hire Ltd	0.00 GBP	0.00 GBP	

5. Select from the [Debtor Listing](#) (or type part of the name into the [Search](#) field, then click on your chosen debtors name).

6. The chosen [Debtor Summary](#) page will load, displaying the current funding limit within the [Limits](#) widget.

Item Number	Doc. Type	Doc. No.	Doc. Date	Closed Date	Due Date	Amount	Balance
0 items in total							

7. Click the message envelope icon at the top right hand side of the screen, then select the [Create Message](#) button.

The screenshot shows the top navigation bar of the seNet application. On the left, there is a user profile for 'a.user' with a 'Logout' button and a message envelope icon circled in red. On the right, the 'Close Brothers' logo is visible, along with the 'Selected Client' 'A Client Ltd' and 'Agreement Type: Non Recourse Factoring'. Below this, there are filters for 'Message Type' (set to 'Client'), 'Message Level' (set to 'Debtor'), and 'Disputed' (set to 'All'). A 'Create Message' button is highlighted in blue, and a 'Delete' button is also visible.

8. Select [Funding Limit Request](#) in the [Reply Message Type](#) field, populate as required, then press [Send](#).

The 'Compose a Message' form is displayed. It includes the following fields and options:

- From:** A User
- Reply Message Type:** Funding Limit Request
- Subject *:** £50,000 Funding Limit Required
- Message *:** Please provide a £50,000 funding limit for A Client Ltd a/c 1234567
- Debtor:** Debtor 123 Ltd, 0001234/001 GBP-0000123456/001 GBP
- Associate message with active Debtor
- Buttons:** Send, Cancel

Please note: Because the message was generated from the debtor account the debtor name and number are automatically applied to it.

To apply for a [Funding Limit](#) on a different account, uncheck the tick box next to [Associate message with active Debtor](#) and add the debtor details in the message text so that your Client Services Team can identify the correct account.

You can also access the messaging service directly from the [Agreement Summary](#) page via the message envelope icon shown in step 7 above.

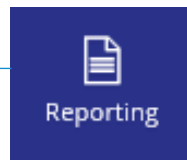
9. Once submitted your **Funding Limit** request will be processed by our client services team within 24 to 48 hours.

You can view the outcome of your request in the **Limit** widget of the debtor's **Account Summary** page or generate a **Funding Limit** report from the **Reporting** menu. See our guide [How to obtain/create a report](#) for instructions.

Selected Client: **A Client Ltd** | Selected Debtor: **Debtor 123 Ltd - 001234/001 GBP-000012**
 Agreement Type: Non Recourse Factoring

Debtor Summary | Debtor Movements | Debtor Ledger | Debtor Ageing | Debtor Turnover | Bad Debt Limit Request | Debtor Performance Analysis | Debtor Details & Notes

Main Balances		Limits	
Sales Ledger	0.00 GBP	Funding limit	
Funding Disapproved	0.00 GBP	100%	
Bad Debt Protection Disapproved	0.00 GBP	Limit	50,000.00 GBP
Disputed	0.00 GBP	Approved	0.00 GBP
		Not Approved	0.00 GBP
Debtor's Payments		Date Set	17/07/19
Payment Terms	60 days Invoice Date	Concentration @ 25%	
Last Payment Date	19/08/19	Limit	
Last Payment Amount	12,123.90 GBP	Date Set	17/07/19
Days Outstanding	0		



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Client Number Client Name

0005974	A Client Ltd							
Agreement	001 / CBP							
Debtor Number	Debtor Name	Acc No	Sales Ledger Balance	Funding Disapproved	Funding Limit	Bad Debt Disapproved	Bad Debt Limit	Reason
0000123456	Debtor 123 Ltd	001	0.00	0.00	10,000.00			
0000789101	Debtor 456 Ltd	001	0.00	0.00	500.00			
0000234567	Debtor 789 Ltd	001	0.00	0.00	0.00			
0000891011	Debtor 101 Ltd	001	0.00	0.00	0.00			