CONTOUR

essDOCS eBL Usage Guide

Using Contour with electronic Bill of Lading (eBL) via essDOCS

Contour supports the use of digital alternatives to paper documentation, such as eBLs, in all of your documentary credits. Below is a guide and FAQ that outlines how to complete transactions involving essDOCS eBLs and eSets.

1.1. Applicant/Buyer Corporate

How do I request an electronic bill of lading in my DC application?

While creating a DC on Contour, there is a section to specify the documents required.

In this section there are several default documents, such as invoice, transport document, and certificate of origin, as well as the ability to create new document categories.

Under 'Transport Document', there is an addition sub-field provided to specify the platform that the documents are to be presented. This could be paper documents, uploaded copies of PDFs on Contour, or electronic documents from a third party such as essDOCS.

Secondly, each document type will have a corresponding 'document conditions' field which can be used to provide any specific details about the document that the beneficiary must comply with.

An example can be found below for an essDOCS electronic bill of lading:

With these requirements, only a presentation with an essDOCS electronic bill of lading will be accepted as compliant under the terms of the DC.

1.2. Beneficiary/Seller Corporate

The first step for a beneficiary using an essDOCS eBL will be to log-in to essDOCS CargoDocs platform directly to create an eSet ready for presentation.

1. Your list of available eBL's will be visible in your CargoDocs DocEx inbox. These can be selected to create an eSet with.

2. From here, you can create the eSet in CargoDocs
   a. log in and identify your document set to be presented under the DC.
   b. Verify and upload all documents required as per the DC document conditions.

The next step is to link this eSet to a Contour presentation and to forward the eSet to a bank.

1.2.1. Light Integration Workflow

To forward the eSet, you will need to retrieve the Contour Issuing Bank DC reference from Contour if you have not noted this already.

Log in to essDOCS CargoDocs

1. Once the eSet is created and you have the issuing bank reference, forward the document set to the bank of your choice and note the essDOCS reference number (eSet / mSet reference)

Reference	Vessel Name	BL Date	Consignor	Consignee	Load Port	Destination	Cargo Name	Document No.	Status	Type
11000 - S-1	zCarrier4Vessel1	17 Aug 2020	VOLTRON EXPORTER	To Order	Caleta Coloso, Chile	Vizag	Generic Bulker Cargo	ISS-005	eUCP Present Sent	eSet

Log into Contour

After the eSet is forwarded, log into Contour to create a demand presentation to mirror the action on essDOCS

c. Identify the DC to be presented against and create a demand presentation
d. An overview page under the DP tab will be available
e. In the 'Documents source' section, select **Contour**. *Do not select the option 'essDOCS electronic bill of lading'. This is for using the API integration between Contour and essDOCS*

f. Select the `Present To` bank. Ensure that this is the same bank to which you have forwarded the document set on essDOCS.

g. **Invoice section**: All demand presentations in Contour have a mandatory invoice.
   i. Enter the Invoice amount. You may leave the invoice no, issued date, and quantity fields blank, as they are optional.

ii. In the 'description of goods field' mention the essDOCS reference number. Select the option 'Paper documents will be mailed or transferred off Contour only'.

Invoice 💾 Save draft

Document conditions

BENEFICIARY'S COMMERCIAL INVOICE, INDICATING THIS DC NUMBER AND THE CONTRACT NUMBER
PDF COPY TO BE UPLOADED AND TRANSFERRED ON ESSDOCS ALONG WITH THE ELECTRONIC BILL OF LADING

Applicant
Optimal Corp

Beneficiary
Paragon Corp

Invoice No. (optional)

Issued date (YY/MM/DD) (optional)

Goods details

Quantity (optional)

Amount
USD   100 000.00

Description of goods and / or services
REFER TO THE COMMERCIAL INVOICE UPLOADED IN ESSDOCS
IN THE DOCUMENT SET WITH REFERENCE: 10000 - S-1

Upload Invoice (PDF only, max 7 MB for a presentation)

Drag files here or
Browse to add more documents

☑ Paper documents will be mailed or submitted off Contour only

h. **Transport document section:**

i. Select the radio button 'Documents will be transferred outside of Contour.'

ii. In the 'Mode of transfer' field, select the platform of your choice. In this example, select essDOCS as eBL provider, as specified in the document conditions.

iii. Enter the reference number noted from essDOCS

i. **All other documents:** If there are any other documents being transferred along with the eBL in the eSet, specify the reference number of the document set. In our example, the beneficiary is transferring the certificate of origin in the same eSet as the eBL

Certificate of origin 💾 Save draft

Document conditions

ISSUED BY SAMPLE CO. MADE OUT 'TO WHOM IT MAY CONCERN'

PDF COPY TO BE UPLOADED AND TRANSFERRED ON ESSDOCS ALONG WITH THE ELECTRONIC BILL OF LADING

○ Electronic record available for this presentation only
● Documents will be transferred outside of Contour
○ This document is not available for this presentation

Mode of document(s) transfer

essDocs ▼

Reference no. (optional)

10000 - S-1

j.   Submit the presentation according to your internal approval rules.