

e-Reporting information sheet

Credit card list

Overview of BIL's e-Reporting service

BIL offers its clients services to provide information in electronic format, either as reusable data files or as PDF documents. As such, you can subscribe to an e-Report to receive the desired file on a regular basis through a secure communication channel (either File Transfer or MultiLine).

Description of the report

The "Credit card list" report shows all of the company's active credit cards, including each card limit and the address to which the holder's statements are sent.

You can choose a subscription that comprises either all credit cards issued by BIL to your company, or only those linked to a specific account.

Available formats

CSV

Type:	Re-usable data file. Code: ASCII (American Standard Code for Information Interchange)
Structure:	The first file save includes technical headings enabling data used in future saves, each representing a card, to be recorded.
Data:	Production date, Account, Contract holder, Card number, Previous card number, Card status (code & description), Card start and expiry date, Card limit, Temporary limit and date when temporary limit ends, Name of card holder/owner, 5 address lines for sending statements to the holder
Data format:	The format is defined for dates and amounts (see technical description)
Separators:	Each piece of information is separated by a semicolon (;).
Possible frequency:	<input checked="" type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Annually <input checked="" type="checkbox"/> Bi-monthly
	It is not possible to generate backdated statements.
Heading languages:	<input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> German <input checked="" type="checkbox"/> Dutch

PDF

This report is not provided in PDF via e-Reporting.

Encryption

Electronic files can be password protected and compressed using a ZIP tool. The password agreed with the bank upon setting up the subscription can be amended later on request.

Execution notification

It is possible to opt in to receive email notifications each time an e-Report is produced. This notification can be sent to several recipients at the same time.

How to subscribe

Your BIL Relationship Manager is on hand to collect all the information necessary for creating a subscription. All new e-Report subscriptions or amendments to e-Report subscriptions shall be made official by concluding a subscription agreement detailing the features of the service required.

The first time you apply to use the service you will sign an agreement explaining the general terms and conditions of the e-Reporting service. Any further subscriptions will be governed by the same agreement.

Activating the communication channel

If you have not yet used the required communication channel (File Transfer or MultiLine) with BIL for reporting purposes, your Relationship Manager will advise you on taking the necessary steps to open the communication channel (activation may take a few days).