



Atradius Atrium

Quick Guide

Where can I apply for a credit limit?



The screenshot shows a multi-step process for applying for a credit limit. On the left is a navigation menu with 'Credit management' selected. The main content area shows the 'Buyer search' step with a search bar for 'ASCOTT BUILDING' and a 'SELECT POLICY' button. The next step is 'Cover summary', showing a policy ID, amount of 150,000, and a 'NEXT' button. The final step is the 'Apply' screen, which displays the credit limit details: 'Credit limit' for 150,000, a start date of 17/05/2018, and an 'APPLY' button.

Where can I view or amend a credit limit?



The screenshot shows the 'View or amend' step of the credit limit process. The navigation menu is the same. The 'Buyer search' step shows 'ASCOTT BUILDING' with a 'SELECT POLICY' button. The 'VIEW OR AMEND' step shows the policy details: 'Approved' status with an upward arrow, 'Policy ID: 541170', and a message: 'There is no open case for the buyer on this pol...'. Below this, it says 'Don't forget to submit your non-payment case, if this buyer has invoices with' and lists conditions: 'Due date between 20/06/2018 and 2...' and 'Debt amount exceeds 2,500 EUR'. A 'VIEW DETAILS' button is also present.

Where can I import a list of credit limit applications?

File import & export > Create, cancel or amend cover

Credit management

My policies

Communications

File import & export

Import

Select action type Select file template Import file Submit file

Create, cancel or amend cover **NEXT**

Where can I export a list of all my credit limits?

Credit management > **Overview** > **EXPORT ALL LIMITS**

Credit management

My policies

Communications

File import & export

Overview

Credit limits
To apply for cover, search for a buyer

Total active: **2603**
Pending decisions: **16**

Total active amount: **162,492,770**
Available cover: **i**

Non-payments
To record, search for a buyer

Total open: **5**
Debt filed: **4,329,092**
Collections: **2,105,360**

VIEW ALL LIMITS **EXPORT ALL LIMITS** **ANALYSE TRENDS** **VIEW ALL CASES** **ANALYSE TRE**

Where can I view my policy documents?

My policies > **VIEW MY POLICY** or **LIST INVOICES** or **VIEW DOCUMENTS**

Credit management

My policies

Communications

File import & export

My policies

My policies

Policies name or ID

ADVANCED FILTERS

Please select a status

Customer: ASCOTT BUILDING LTD
Country: Andorra
Policy: 541
Status: LIVE

VIEW MY POLICY **DECLARATIONS** **LIST INVOICES** **VIEW DOCUMENTS**

Where can I submit a non-payment?

Please use furthermore our **Non-payment notification paper form**.

Where can I view or amend a non-payment case?

[Credit management](#) > [Buyer search](#) > [SELECT POLICY](#) > [Non-payments summary](#) > [VIEW DETAILS](#)

The screenshot shows the 'Buyer search' interface. On the left is a navigation menu with 'Credit management' highlighted. The main content area is titled 'Buyer search' and contains a search box labeled 'Search by Atradius ID'. Below the search box is a 'Policy' card for 'ASCOTT BUILDING' with a status of 'LIVE' and a 'SELECT POLICY' button. To the right is a 'Non-payments summary' table.

Non-payments summary			
Debt filed	Collections	Claims paid	Net position
29,404	12,198	18,877	8,446

Below the table is a 'VIEW DETAILS' button.

Where can I find all my non-payment cases?

[Credit management](#) > [Overview](#) > [VIEW ALL CASES](#)

The screenshot shows the 'Overview' interface. On the left is a navigation menu with 'Credit management' highlighted. The main content area is titled 'Overview' and contains two columns of statistics: 'Credit limits' and 'Non-payments'.

Credit limits		Non-payments	
To apply for cover, search for a buyer		To record, search for a buyer	
Total active	Pending decisions	Total open	
2603	16	5	
Total active amount	Available cover	Debt filed	Collections
162,492,770		4,329,092	2,105,360

At the bottom are buttons: VIEW ALL LIMITS, EXPORT ALL LIMITS, ANALYSE TRENDS, VIEW ALL CASES, and ANALYSE TRE.

System requirements

Atradius Atrium works optimally with the following system requirements.

- Devices: PC, Mac and Tablets.
- Minimum Screen Resolution: 1024 x 768.
- Optimal Screen Resolution: 1440 x 900 and above.
- Optimal Browser Versions: Firefox Version 31 and above.
Chrome version 42 and above
Internet Explorer 11 and above
Safari 7 and Safari 8.x.
- Cookies and JavaScript must be enabled.
- Operating system and browser language settings must be the same.

Please note that layout inconsistencies could appear in earlier browsers versions. However, the application will still be functional.