

1.5. Search

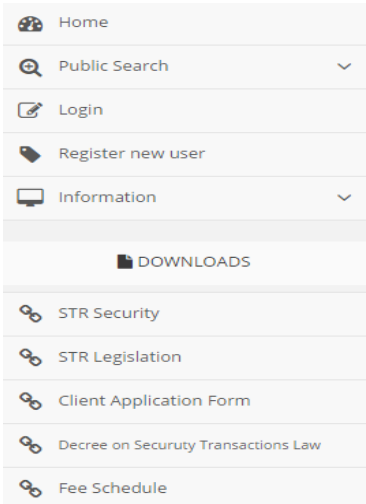

Introduction

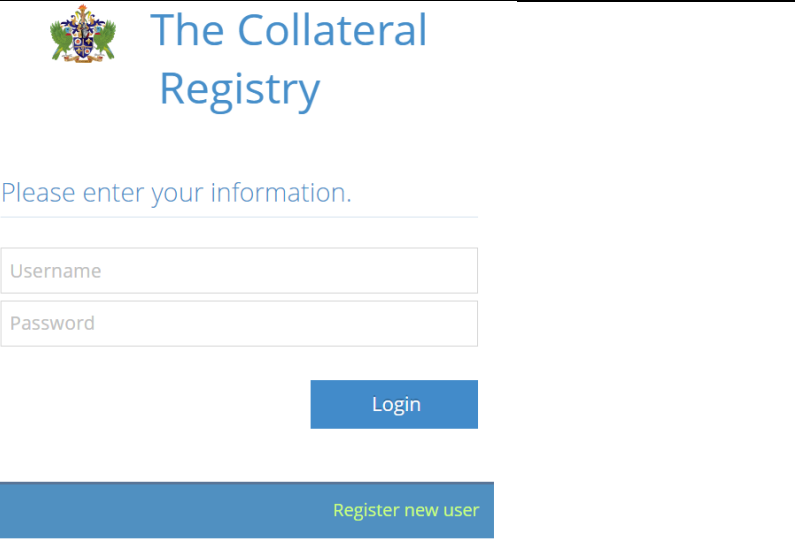

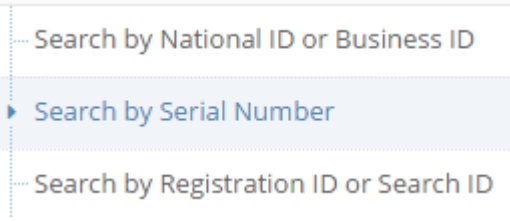
This function allows the registered users to conduct real-time searches of existing registrations for the chosen assets, and also to find the information on the current order of priorities that those registrations hold.

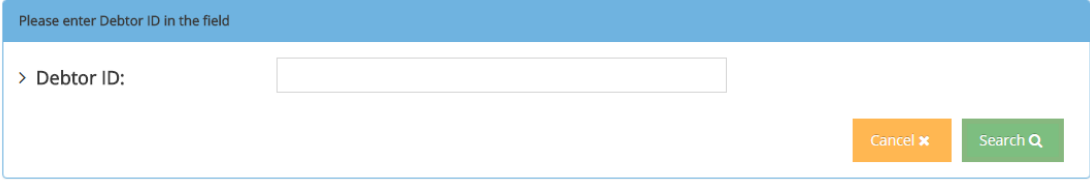

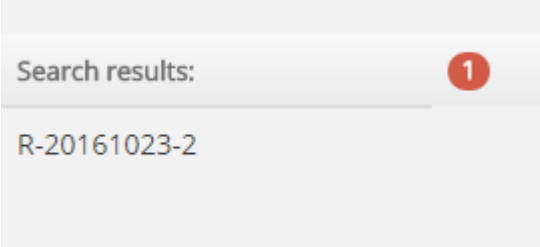
User is looking for the information on the client or specific property. In order to see this data, user will have to conduct a search in the Collateral Registry database. User must be provided real-time information on existing pledges. Cost must be evident at all times, and charges have to be displayed on user accounts. For each search, there must be a document created and archived.


Procedure

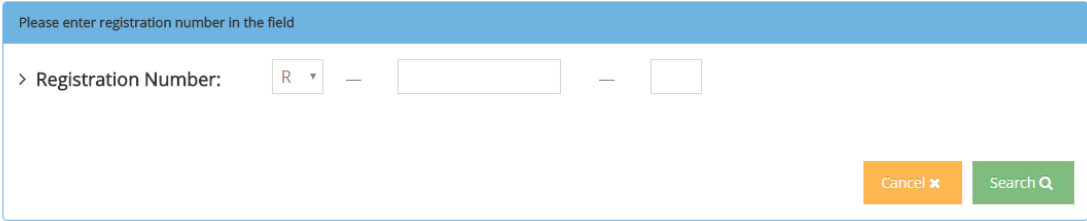


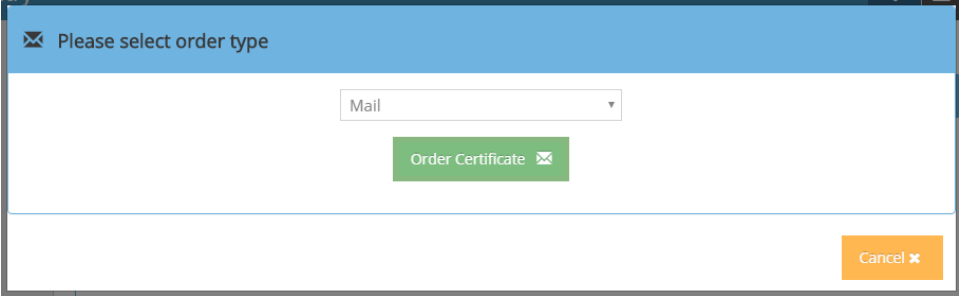
Follow the steps below to do the search:

STEP	ACTION
1.	<p data-bbox="331 814 1370 877">1. Process starts with the user deciding to register assets in the Collateral Registry 2. User needs to enter the application portal.</p> <div data-bbox="699 909 1062 1409"></div> <p data-bbox="331 1444 1438 1478">The user will log in into the CR home page and will select Login registered user</p> <div data-bbox="345 1488 474 1524"> Login</div> <p data-bbox="716 1522 805 1551">option.</p> <p data-bbox="331 1587 1438 1654">When Login registered user option is selected pop up window opens, where user enters the user ID and password. User will select “Log in” to enter the registry.</p>

STEP	ACTION
	 <p>If no user or password is entered at the top corner of the page, Incorrect User or Password message will appear.</p>
2.	<p>Once the user has entered the application and opened click  Search at the the search screen, there are four search options available:</p> <ul style="list-style-type: none"> • Search by national or business ID • Search by serial number • Search by Registration ID or Search ID  <p>All options allow user to check the existing priority registrations against the property.</p> <p>On the main menu, the user will click on the criteria user wishes to search, choosing from:</p> <ul style="list-style-type: none"> ▪ Search by national ID or business ID ▪ Search by serial number ▪ Search by registration ID or search ID
3.	The user will click on the search option he/she wants to use. A window will open requiring user to enter the search parameter.
4.	Search based on the national ID number or tax/business ID number – is used to find the registration based on national ID number or tax/business ID number.
5.	The user will click on the search option he/she wants to use. A window will open requiring user to enter the search parameter.

STEP	ACTION
	<p>Search by National ID or Business ID</p>  <p>The user will enter the data and press “Search” .</p>
6.	<p>Search result report will appear based on the required search result criteria and will list all the existing registrations for the specific business or national ID number.</p> <pre> ***** SEARCH S-20161023-10 ***** Search date: 23.10.2016 Search time: 15:57:10 ----- Number of registrations for Debtor ID 9595 is 1 R-20161023-2 ----- END OF SEARCH END OF DOCUMENT </pre> <p>On the menu on the left side are listed all registrations found for the specific business or national ID number listed per the specific registration number for e.g. A-20130623-450. The user can open any registration from the tree menu from the search result list.</p> 
7.	<p>After the user selects the registration from the menu on the left side he/she wants to see that specific registration certificate will be opened.</p>

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	<p style="text-align: center;">INITIAL NOTICE</p> <p style="text-align: center;">***** REGISTRATION P-20230813-1 *****</p> <hr/> <p>PART-1 GENERAL DATA:</p> <table border="0"> <tr> <td style="padding-right: 20px;"><i>Registration number:</i></td> <td>P-20230813-1</td> </tr> <tr> <td><i>Registration date:</i></td> <td>13.08.2023</td> </tr> <tr> <td><i>Registration time:</i></td> <td>19:13:58</td> </tr> <tr> <td><i>Registration term (years):</i></td> <td>1</td> </tr> <tr> <td><i>Registration expiry date:</i></td> <td>13.08.2024</td> </tr> </table> <hr/> <p>PART-2 CREDITOR:</p> <table border="0"> <tr> <td><i>ID Number:</i></td> <td>88888</td> <td><i>Address:</i></td> <td></td> </tr> <tr> <td><i>Name and Surname</i></td> <td>Tester Tester</td> <td><i>Address</i></td> <td></td> </tr> <tr> <td></td> <td></td> <td><i>Castries</i></td> <td></td> </tr> <tr> <td></td> <td></td> <td><i>SAINT LUCIA</i></td> <td></td> </tr> <tr> <td><i>Community:</i></td> <td>444</td> <td><i>Phone:</i></td> <td>555</td> </tr> <tr> <td><i>Email:</i></td> <td>some@some.ba</td> <td><i>Fax:</i></td> <td>555</td> </tr> </table> <hr/> <p>PART-3 DEBTOR:</p> <table border="0"> <tr> <td><i>ID Number:</i></td> <td>7777</td> <td><i>Address:</i></td> <td></td> </tr> <tr> <td><i>Name and Surname</i></td> <td>Debtor Test</td> <td><i>Address</i></td> <td></td> </tr> <tr> <td></td> <td></td> <td><i>Castries</i></td> <td></td> </tr> <tr> <td></td> <td></td> <td><i>SAINT LUCIA</i></td> <td></td> </tr> <tr> <td><i>Community:</i></td> <td>444</td> <td><i>Phone:</i></td> <td>444</td> </tr> <tr> <td><i>Email:</i></td> <td>someemail@some.ba</td> <td><i>Fax:</i></td> <td>444</td> </tr> </table> <hr/> <p>PART-4 PROPERTY DESCRIPTION:</p> <p>GENERAL COLLATERAL:</p> <p>xxxxxx</p> <p>SERIAL NUMBER COLLATERAL:</p> <table border="0"> <tr> <td><i>SERIAL NUMBER:</i></td> <td><i>MANUFACTURER:</i></td> <td><i>PRODUCTION YEAR:</i></td> </tr> <tr> <td>12345</td> <td>XXXX</td> <td>2023</td> </tr> </table> <hr/> <p>PART-5 ADDITIONAL INFORMATION:</p> <table border="0"> <tr> <td><i>ADDITIONAL INFORMATION:</i></td> <td><i>REF. NUMBER:</i></td> </tr> <tr> <td>test</td> <td>123</td> </tr> </table> <p style="text-align: center;">***** END OF REGISTRATION P-20230813-1 *****</p> <p style="text-align: center;">END OF DOCUMENT</p>	<i>Registration number:</i>	P-20230813-1	<i>Registration date:</i>	13.08.2023	<i>Registration time:</i>	19:13:58	<i>Registration term (years):</i>	1	<i>Registration expiry date:</i>	13.08.2024	<i>ID Number:</i>	88888	<i>Address:</i>		<i>Name and Surname</i>	Tester Tester	<i>Address</i>				<i>Castries</i>				<i>SAINT LUCIA</i>		<i>Community:</i>	444	<i>Phone:</i>	555	<i>Email:</i>	some@some.ba	<i>Fax:</i>	555	<i>ID Number:</i>	7777	<i>Address:</i>		<i>Name and Surname</i>	Debtor Test	<i>Address</i>				<i>Castries</i>				<i>SAINT LUCIA</i>		<i>Community:</i>	444	<i>Phone:</i>	444	<i>Email:</i>	someemail@some.ba	<i>Fax:</i>	444	<i>SERIAL NUMBER:</i>	<i>MANUFACTURER:</i>	<i>PRODUCTION YEAR:</i>	12345	XXXX	2023	<i>ADDITIONAL INFORMATION:</i>	<i>REF. NUMBER:</i>	test	123
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8.	<p>Search based on the serial number of assets – is used to find any active registration that has this specific movable asset as collateral.</p> <p>Search by Serial Number</p> <p>Please enter serial number in the field</p> <p>> Serial number: <input type="text"/></p> <p>The user will click on the search option he/she wants to use. A window will open up requiring user to enter the search parameter.</p> <p>The user will enter the data and press “Search”  .</p>																																																																				

STEP	ACTION
9.	<p>Search based on the registration or previous search– is used to find the original Certificate of Registration or previous / historical Search result.</p> <p>Search by Registration ID or Search ID</p>  <p>The user will click on the search option that wants to be used. A window will open requiring user to enter the search parameter.</p> <p>The user will enter the data and press “Search” .</p>
10	<p>If user would like to order certificate he/she would need to click on .</p> <p>A pop up window opens and search results can be seen on the main window. The user can select the certificates to be delivered.</p> <ul style="list-style-type: none"> • Mail • DHL  <p>User will receive a notification e-mail.</p>