

SOA Print User's Manual

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Table Designs

DOCUMENT DETAILS

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Project Name	
Business Unit	Dubai Auto Zone (DAZ)
Author(s)	DT Training Dept.
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SOA Print ²

This service allows customers to request Portal Deposit and Non-Portal account statements.

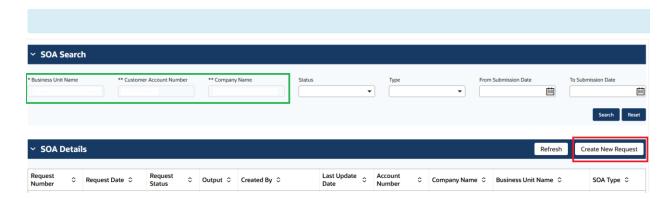
Navigation:

- 1. Login to your Dubai Trade account
- 2. Navigate to the menu and go to Fusion Reports
- 3. Then go to SOA Print

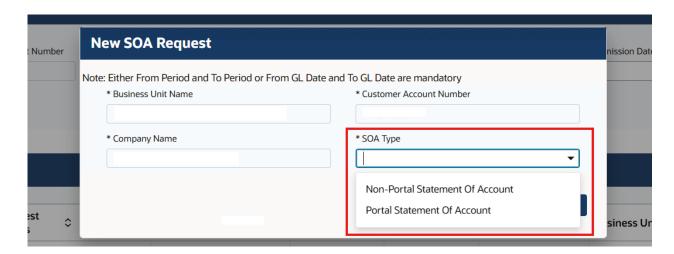
Process:

1. The below screen will be displayed. The company information will be auto fetched.

Click "Create New Request" to begin.

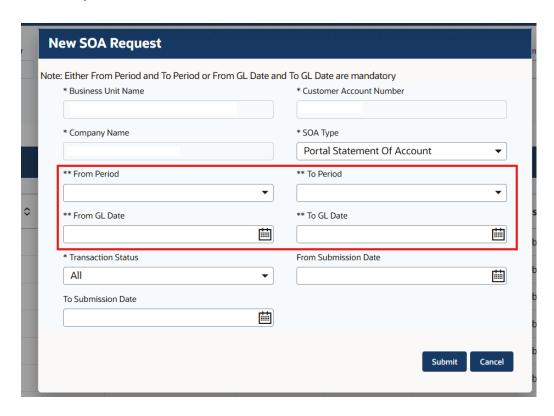


2. On the pop-up screen, choose required statement of account type.

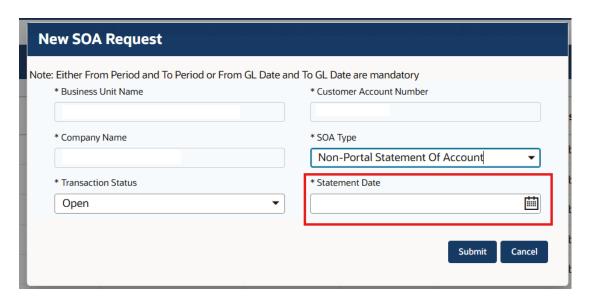


3. Enter required information as per SOA type. Click on "Submit" to proceed.

Portal Deposit SOA:



Non-Portal Deposit SOA:



4. System will take you back to the landing page with all the requests you have submitted.

When request status shows "Success", click on the "**download**" icon to view the requested SOA.

