

Glossary of Terms

Accrued Discounting Charge. The total discounting charge accumulating during the month which is reserved against future availability and which is debited at the end of the month to the Current Account.

Advance or advance payment. A prepayment

Approved Debt. A debt that is eligible for prepayment.

Availability. The amount you can ask [igf](#) to pay you at a particular time.

Batch. A collection of copy invoices, credit notes or payments.

Client's Debtor Number. This is the number allocated to the Debtor by the Client.

Client Payment. A prepayment where funds are forwarded to the Client by [igf](#)

Concentration Retention (Spread). See Prime Debtor Restriction.

Client Balance. An account showing what may become due to a Client on collection of all Debts.

Customer. Debtor

Debit back. An amount payable by a client to [igf](#) in respect of a receivable the subject of recourse and debited to the Current Account – see Reassignment.

Debtor. A person who is or may become indebted to a Client under a contract or prospective contract for the sale of goods or the provision of services.

Debtor Number. This is the number allocated to a Debtor by [igf](#).

Debt turn. The average period of credit taken by all customers.

Disapproved debt. A debt in respect of which a Client may not be entitled to prepayment. In most cases this is because the Recourse period has been exceeded.

Discount. The amount deducted from a Debtor payment by the Debtor for early settlement.

Discounting charge. The charge against Funds In Use – see Accrued Discounting Charge above.

Dispute. An item queried by a customer against which a reserve may be held against availability until the dispute is resolved.

Due Date. The date on which an invoice is due to be paid.

Funding Approved. The amount of a ledger which is available for funding.

Funding Limit. A limit which may be set on each Debtor account up to which debts are approved for prepayment.

Funding Disapproved. The amount of the ledger that is not available for funding as it falls outside the funding limit.

Funds in use. Day to day balance of prepayments and charges.

Insurance limit. A limit established by **igf** in relation to a Debtor within which outstanding debts are insured against the Debtor's failure to pay.

Invoice Date. The date given on the invoice.

Multi-Currency Client. A Client trading in more than one currency.

Open Item. An item on a sales ledger which is 'open' i.e. which has not been paid or matched with another item to clear it from the ledger.

Overpayment. A Client payment from **igf** which is in excess of availability

Pending Credit Limit. This is a new credit limit that is not operational until the credit approved amount is reduced to the level of the new limit.

Prepayments. A payment, made by **igf** to a Client against approved debts.

Prepayment Percentage. The percentage that **igf** agrees to pay to a Client against approved debts.

Prime Debtor Percentage/Concentration Limit. The highest percentage of the total of approved debts to which a single customer may be approved.

Re-assignment. See Debit Back.

Reserves. Reserves held against invoices.

Service Fee. A fee levied on invoices notified to **igf** under the Factoring/Discounting agreement.

Terms (of trade). The Client's instruction as to when an invoice is due to be paid.

Terms Code. A code that shows the payment terms and conditions of an invoice.

Sales Ledger Balance. The sum of all credit notes, invoices and adjustments on a ledger.

Unapproved Debt. An invoice or debt that is not approved – for reasons of limit, dispute or because it is ineligible.

Unprocessed Batch. A batch which has not been fully processed although the batch totals have been entered.

Variance. A difference in the value of transactions when trying to match them with one another.