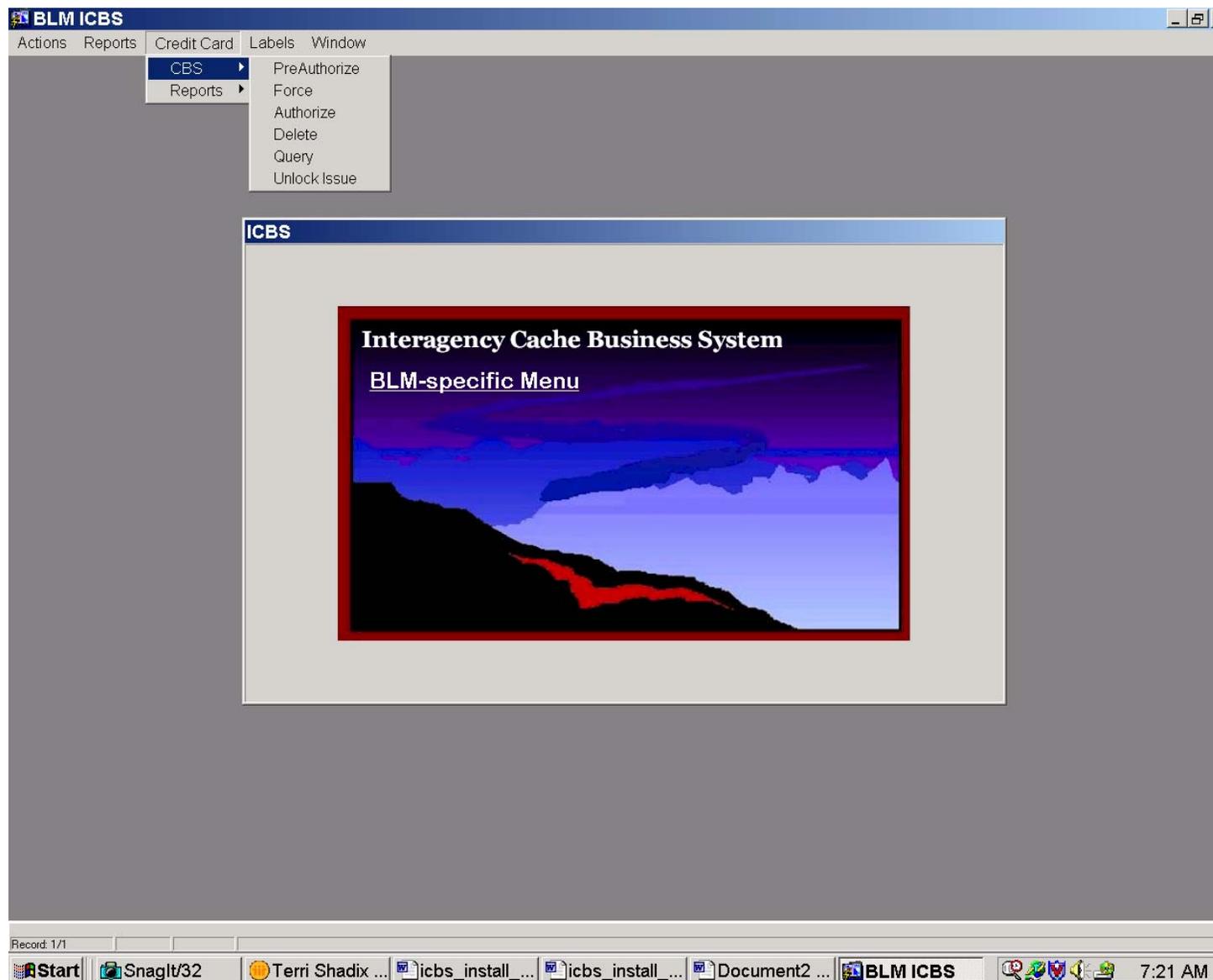


The BLM ICBS menu includes an interface between ICBS and Collection Billing System (CBS).



The following are screen snapshots of the different transactions that are used. PreAuthorize, Force, Authorize, Delete, Query, and Unlock. Users can make changes only to the yellow fields.

# PreAuthorization

**BLM ICBS**    Action Edit Query Block Record Field Window Help

**ICBS**    **ICBS-CBS PreAuthorization Transaction**    Order# [ ]

Issue Number [ ]    LOV    Customer Unit ID [ ]

Shipping Unit ID [ ]

Presentation Type [ ]

**Shipping/Customer Information**

Name [ ]

Address [ ]

City [ ]    State [ ]    ZIP [ ]

Contact [ ]

Phone [ ]

Country [ ]

**Billing/Remitter Information**

Use Customer Unit ID for Billing Information?  YES

First [ ]    Init [ ]    Last [ ]

Company [ ]

Address [ ]

City [ ]    State [ ]    ZIP [ ]

Country [ ]

**Credit Card Information**

Card Holder Name [ ]    Issue Total [ ]

Card Number [ ]    (does not include shipping charges)

Exp Date [ ]    [ ]

CCC Auth Code [ ]

Transaction [ ]

Receipt [ ]

**Submit PreAuthorization to CBS**

Record: 1/1

Start    Snagit/32    Terri Shadix ...    icbs\_install\_...    icbs\_install\_...    icbs\_cbs\_fo...    **BLM ICBS**    7:28 AM

# Force

**BLM ICBS**    Action Edit Query Block Record Field Window Help

Issue Number  **LOV**    **ICBS-CBS Force Transaction**    Order#

Customer Unit ID

Shipping Unit ID

Presentation Type

**Shipping/Customer Information**

Name

Address

City  State  ZIP

Contact

Phone

Country

**Billing/Remitter Information**

First  Init  Last

Company

Address

City  State  ZIP

Country

**Credit Card Information**

Card Holder Name

Card Number

Exp Date

CCC Auth Code

Transaction

Receipt

Issue Total

Shipping  Carrier

Total

**Submit Force to CBS**

Record: 1/1

Start | Snagit/32 | Terri Shadix ... | icbs\_install\_... | icbs\_install\_... | icbs\_cbs\_fo... | **BLM ICBS** | 7:28 AM

# Authorization

**BLM ICBS**    Action Edit Query Block Record Field Window Help

Issue Number  **LOV**

**ICBS-CBS Authorization Transaction**

Order#   
Customer Unit ID   
Shipping Unit ID   
Presentation Type

**Shipping/Customer Information**

Name   
Address   
City  State  ZIP   
Contact   
Phone   
Country

**Billing/Remitter Information**

Use Customer Unit ID for Billing Information?  YES

First  Init  Last   
Company   
Address   
City  State  ZIP   
Country

**Credit Card Information**

Card Holder Name   
Card Number   
Exp Date

Issue Total   
Shipping  Carrier   
Total

CCC Auth Code   
Transaction   
Receipt

**Submit Authorization to CBS**

Record: 1/1

Start | Snagit/32 | Terri Shadix ... | icbs\_install\_... | icbs\_install\_... | icbs\_cbs\_fo... | **BLM ICBS** | 7:31 AM

# Delete

**BLM ICBS**    Action   Edit   Query   Block   Record   Field   Window   Help

**ICBS**    **ICBS-CBS Delete Transaction**

Issue Number:     Order#:

Customer Unit ID:

Shipping Unit ID:

Presentation Type:

**Shipping/Customer Information**

Name:

Address:

City:     State:     ZIP:

Contact:

Phone:

Country:

**Billing/Remitter Information**

First:     Init:     Last:

Company:

Address:

City:     State:     ZIP:

Country:

**Credit Card Information**

Card Holder Name:

Card Number:

Exp Date:  /

CCC Auth Code:

Transaction:

Receipt:

Issue Total:

Shipping:     Carrier:

Total:

**Submit Delete to CBS**

Record: 1/1

Start    Snagit/32    Terri Shadix ...    icbs\_install\_...    icbs\_install\_...    icbs\_cbs\_fo...    **BLM ICBS**    7:32 AM

# Query

**BLM ICBS**    Action   Edit   Query   Block   Record   Field   Window   Help

**ICBS**    **ICBS-CBS Issue Status Query**    Order#

Issue Number     Customer Unit ID   
Shipping Unit ID   
Presentation Type

**Shipping/Customer Information**    **Billing/Remitter Information**

Name     First     Init     Last   
Address     Company   
City     State     ZIP     Address   
Contact     City     State     ZIP   
Phone     Country   
Country     Country

**Credit Card Information**

Card Holder Name     Issue Total   
Card Number     Shipping     Carrier   
Exp Date     Total   
CCC Auth Code     Status   
Transaction     Last Transaction   
Receipt

Record: 1/1

Start    Snagit/32    Terri Shadix ...    icbs\_install\_...    icbs\_install\_...    icbs\_cbs\_fo...    **BLM ICBS**    7:33 AM

# Unlock



### ICBS

#### ICBS-CBS Unlock Issue

ISSUE	Form	User	Date/Time	
				<input type="checkbox"/> Unlock Issue
				Unlock Issue
				Unlock Issue
				Unlock Issue
				Unlock Issue

Locking a ISSUE prevents more than one user from working on a ISSUE at one time. Most of the time you should not need to use this form. However, software and hardware error can leave a ISSUE marked as locked when no one is working with that issue. If this occurs please click on the "Unlock Issue" button associated with the ISSUE that is incorrectly locked.

Record: 1/1