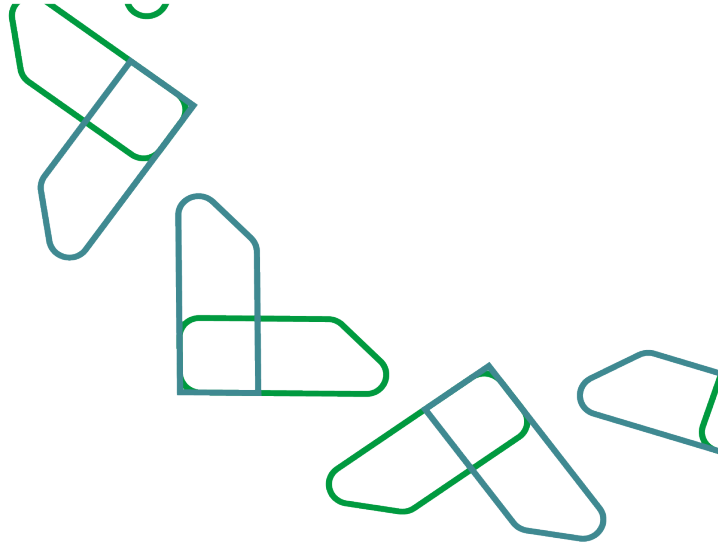اعتمـاد
Etimad

Payments System Guide

Review financial claims for invoices

Version 1   March 2023

Review financial claims for invoices

Introduction

Introduction to review financial claims for invoices

This service enables the private sector to review financial claims for invoices previously registered on the platform.
And through this document, we will explain all the steps for reviewing the financial claim for invoices and their workflow.
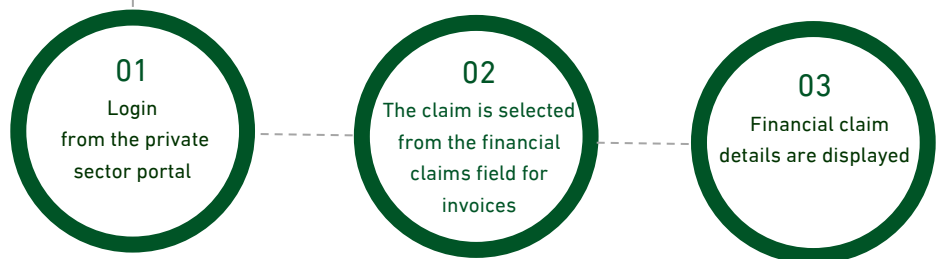
The financial claims service for invoices enables the private sector user to view the financial claims for invoices previously registered in the Etimad platform through the management of payments.

Review financial claims for invoices

Service workflow

01
Login
from the private
sector portal

02
The claim is selected
from the financial
claims field for
invoices

03
Financial claim
details are displayed

1. Log in to Etimad platform though the following link:

/https://etimad.sa

Then click on the "Login" icon at the top, then select the user type, enter the ID number, password and verification code, and click on the "Login" icon.

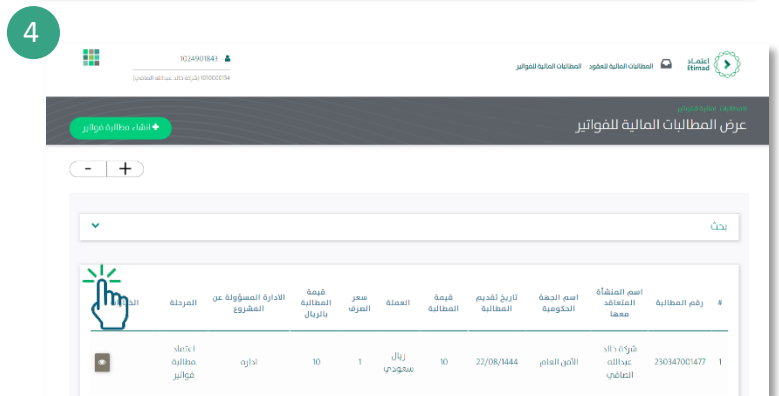**2. Log in to the "Payments Management" services.**

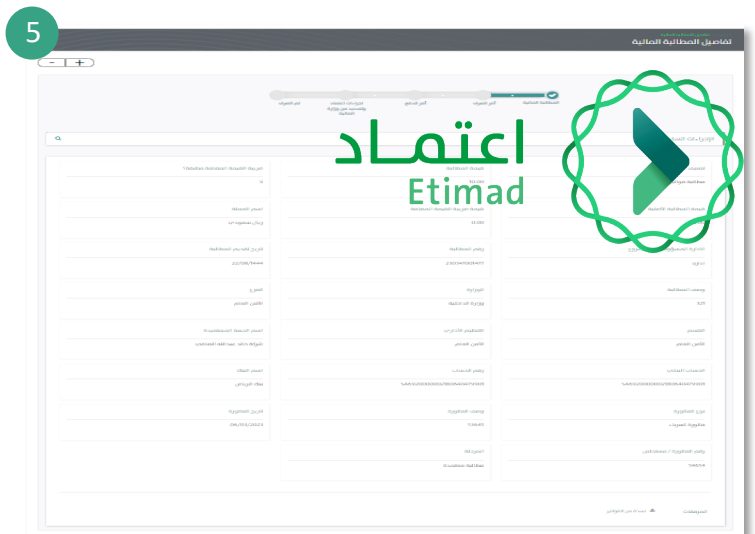After logging in as a private user, click on the "Payments Management" icon from the home page.

3. Click on "Invoices Financial Claims" at the top of the page.

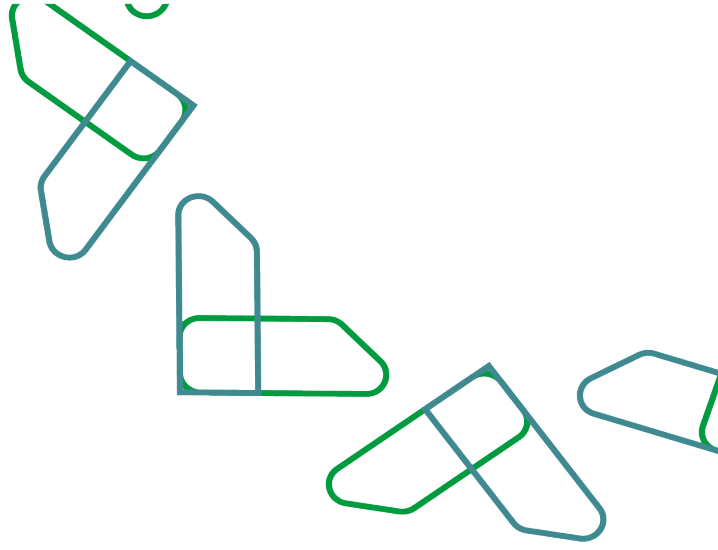المطالبات المالية للعقود   المطالبات المالية للفواتير

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3

4. Through this page,
the financial claims for invoices are reviewed.
To view the financial claim, select the claim
whose details you want
to view and click on the "**View Claim**" icon.

4

عرض المطالبات المالية للفواتير

+ إنشاء مطالبة فواتير

بحث

#	رقم المطالبة	اسم المنشأة المتعاقد معها	اسم الجهة الحكومية	تاريخ تقديم المطالبة	قيمة المطالبة	العملة	سعر الصرف	قيمة المطالبة بالريال	الادارة المسؤولة عن المشروع	المرحلة	
1	2303470001477	شركة الاله عبدالله الصالحي	الأمن العام	22/08/1444	10	ريال سعودي	1	10	ادارة	اعتماد مطالبة فواتير	

5. Through this page, you
Can "view the bills claim details".
The bills financial claim details are displayed
 in addition to the claim status.

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تفاصيل المطالبة المالية

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Thank you

وزارة المـالـيـة
Ministry of Finance

NCGR
المركز الوطني لنظم
المـوارد الحكـومية

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