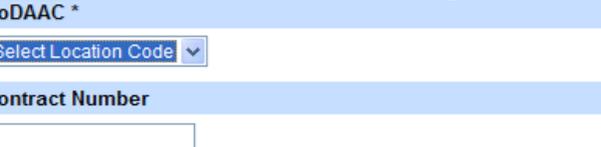
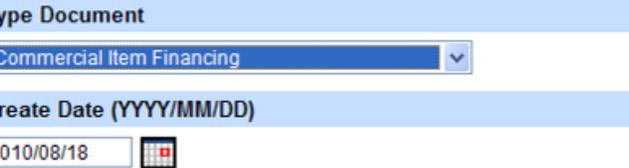


Inspecting a Commercial Item Financing Request

Overview The Federal Acquisition Streamlining Act of 1994 included new provisions for the acquisition of commercial items as well as new provisions for the financing of commercial item purchases.

Inspection Procedure Follow the steps below to perform inspection on a Commercial Item Financing Request.

Step	Action
1	After Logon, click on the Government link at the top of the screen. 
2	Click Inspection Folder . 
3	Select a <u>Do</u> DAAC from the DoDAAC drop down menu. <p>Important! The DoDAAC is a required field. Select an appropriate DoDAAC from the drop down menu.</p> 
4	Select the Commercial Item Financing from the Type Document drop-down menu.  <p>All other fields in the Search screen are optional. Users can enter in as much or as little information as needed to narrow their search.</p>

Continued on next page

Inspecting a Commercial Item Financing Request

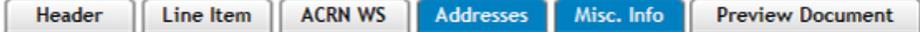
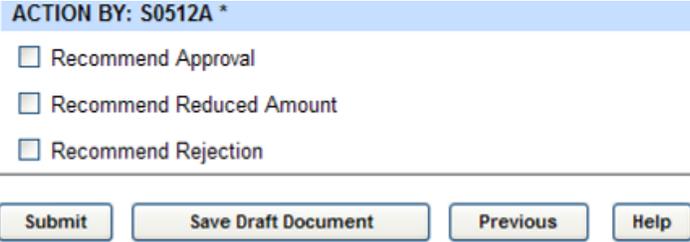
Procedure The steps below are continued from the previous page.
(continued)

Step	Action																																																																														
5	<p>Click the Submit button.</p> <p style="text-align: center;"> <input type="button" value="Submit"/> <input type="button" value="Help"/> </p>																																																																														
6	<p>Click on the desired Invoice Number to open the document.</p> <p>Inspection Folder for 'S0512A' (5 items, sorted by Contract Number)</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Type</th> <th>Vendor (Payee)</th> <th>Contract Number</th> <th>Delivery Order</th> <th>Shipment Number</th> <th>Submitted</th> <th>Shipped</th> <th>Accepted</th> <th>Status</th> <th>Purge</th> <th>Hold</th> <th>Invoice Number</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Commercial Item Financing</td> <td>599X0</td> <td>0000000000003</td> <td>0003</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>CFIA001</td> </tr> <tr> <td>2</td> <td>Commercial Item Financing</td> <td>027M9</td> <td>DAAB0797DB608</td> <td>0014</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>CFIA420</td> </tr> <tr> <td>3</td> <td>Commercial Item Financing</td> <td>10V75</td> <td>DAAB0797DB608</td> <td>0014</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>CFIA022</td> </tr> <tr> <td>4</td> <td>Commercial Item Financing</td> <td>10V75</td> <td>DAAB0797DB608</td> <td>0014</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>CFIA023</td> </tr> <tr> <td>5</td> <td>Commercial Item Financing</td> <td>5JZ99</td> <td>SUE19305G0002</td> <td>TY52</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>CFIA123</td> </tr> </tbody> </table>	Item	Type	Vendor (Payee)	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Purge	Hold	Invoice Number	1	Commercial Item Financing	599X0	0000000000003	0003								CFIA001	2	Commercial Item Financing	027M9	DAAB0797DB608	0014								CFIA420	3	Commercial Item Financing	10V75	DAAB0797DB608	0014								CFIA022	4	Commercial Item Financing	10V75	DAAB0797DB608	0014								CFIA023	5	Commercial Item Financing	5JZ99	SUE19305G0002	TY52								CFIA123
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Inspecting a Commercial Item Financing Request

Procedure The steps below are continued from the previous page.
(continued)

Step	Action
10	Review the Addresses and/or Misc. Info tabs as needed. Inspector - Commercial Item Financing 
11	Click the Header Tab and scroll to the bottom of the screen. Inspector - Commercial Item Financing 
12	Click the checkbox that applies, then: Click the Submit button. 
13	View the verification screen. Success 