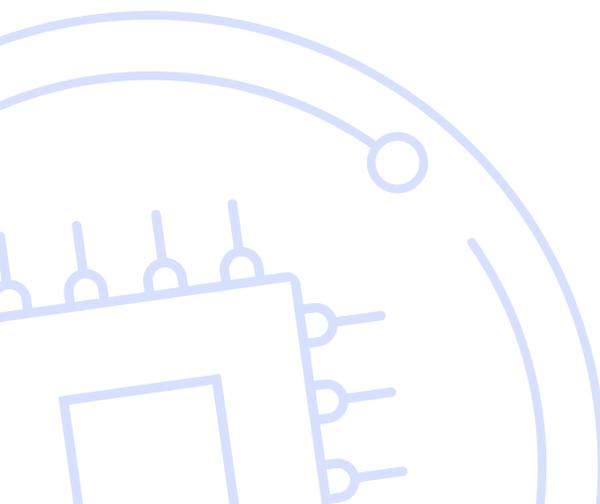
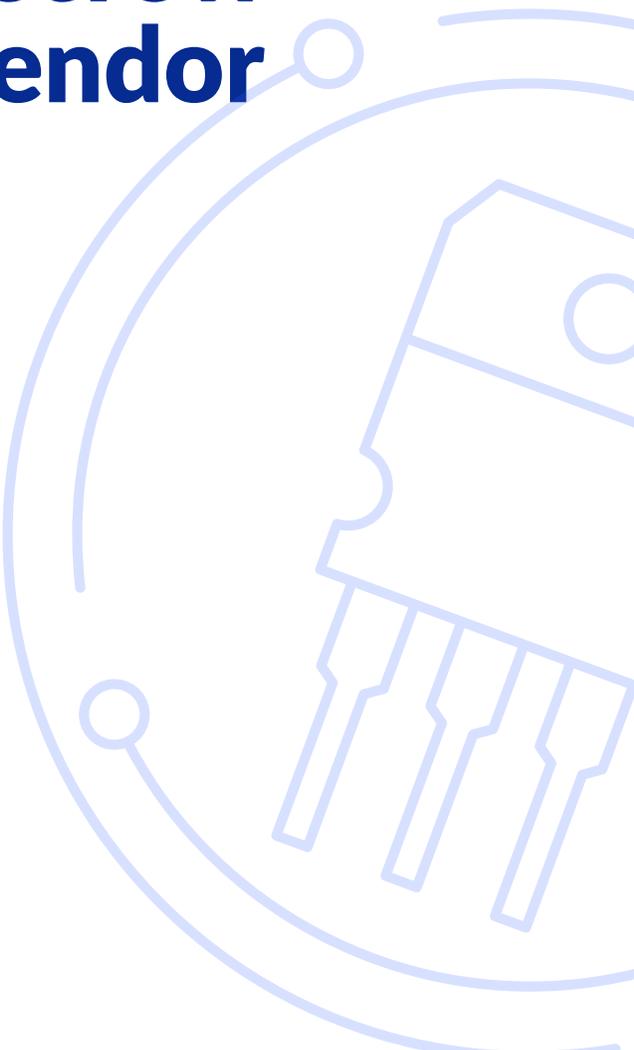


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How to use Escrow service as a vendor



June 6th 2022

First, you must **enter your company's Bank Information** and contact your Account Manager to **confirm your business's eligibility for escrow** or email us at support@brokerforum.com

If those steps have been done already, you can [skip to page 4](#)

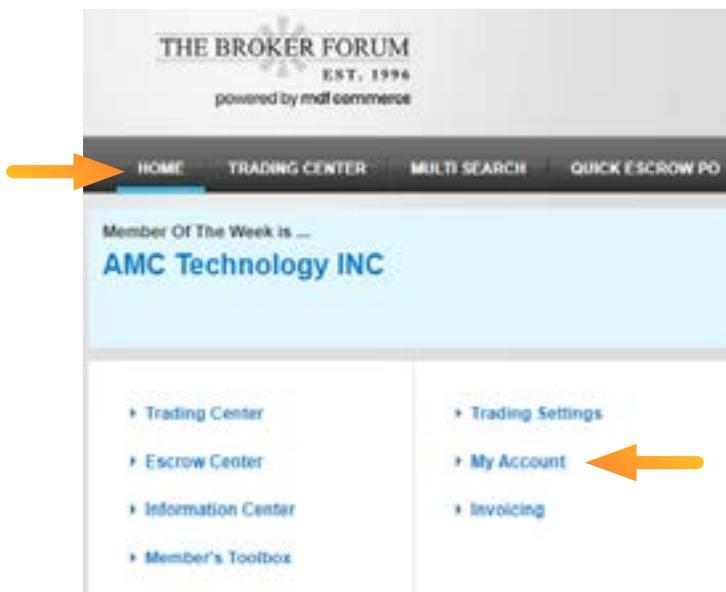
How to fill your company financial information

Please note, all Escrow transactions are in US dollars.

All Escrow users must have a commercial USD bank account.

Please follow the below steps to ensure your company bank details are up to date for every Escrow transaction.

Click **My Account** from the **Home page** here:



Once done you will be in the **Account Overview page**

Go to the bottom right and click **Financial Information Edit**



You will be in the **Bank information** section

Fill in all the **required bank details**.

The beneficiary's name is your legal company name

The rest of the information is your commercial US dollar bank account details.

Click **Save**.

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Hi! TBF GC
You have no assigned representatives

Search Part Number

HOME TRAINING CENTER MULTI SEARCH QUICK ESCROW PD ESCROW CENTER THE IC ZONE MY FEEDBACK CONTACT US LOGOUT

BANK INFORMATION

* Required information

BANK INFORMATION	
Beneficiary Name *	<input type="text"/>
Bank Name *	hsbc
Bank Number *	<input type="text"/>
Branch Name	<input type="text"/>
Branch Number	<input type="text"/>
Account Number *	808800408
Address *	1 queen's rd
City *	HK
Country *	Hong Kong
State/Province *	<input type="text"/>
Zip/Postal Code *	<input type="text"/>
Phone Number *	852 <input type="text"/>
Fax Number	852 <input type="text"/>

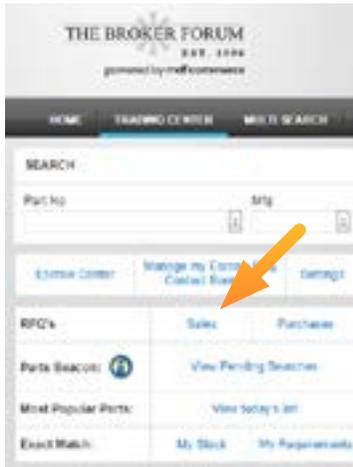
ABA Number	<input type="text"/>
Swift Number *	HSDCHK
IBAN Number	<input type="text"/>

Save Clear All and Save Cancel

How to use escrow service as a vendor

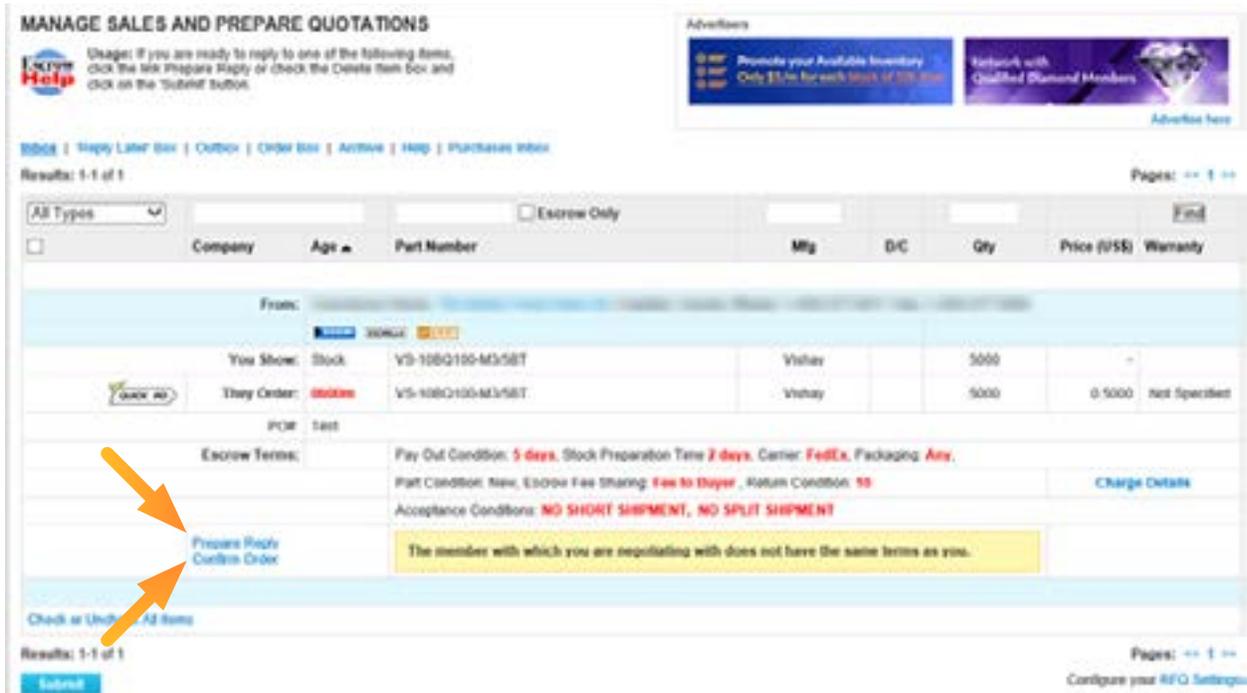
Step 1

From the Trading Center, go to your **Sales - Inbox** to Prepare Sales Quotation in the Sales - Inbox window here:



Step 2

You can modify the terms in this section by selecting “**Prepare Reply**” (see Step 3) or “**Confirm Order**” here if you agree to the set terms and then click Submit.



The Escrow legal agreement will pop up after you click Confirm Order, review the legal agreement and select "I agree" then click **Submit**.

ESCROW AGREEMENT
Effective October 4th, 2017

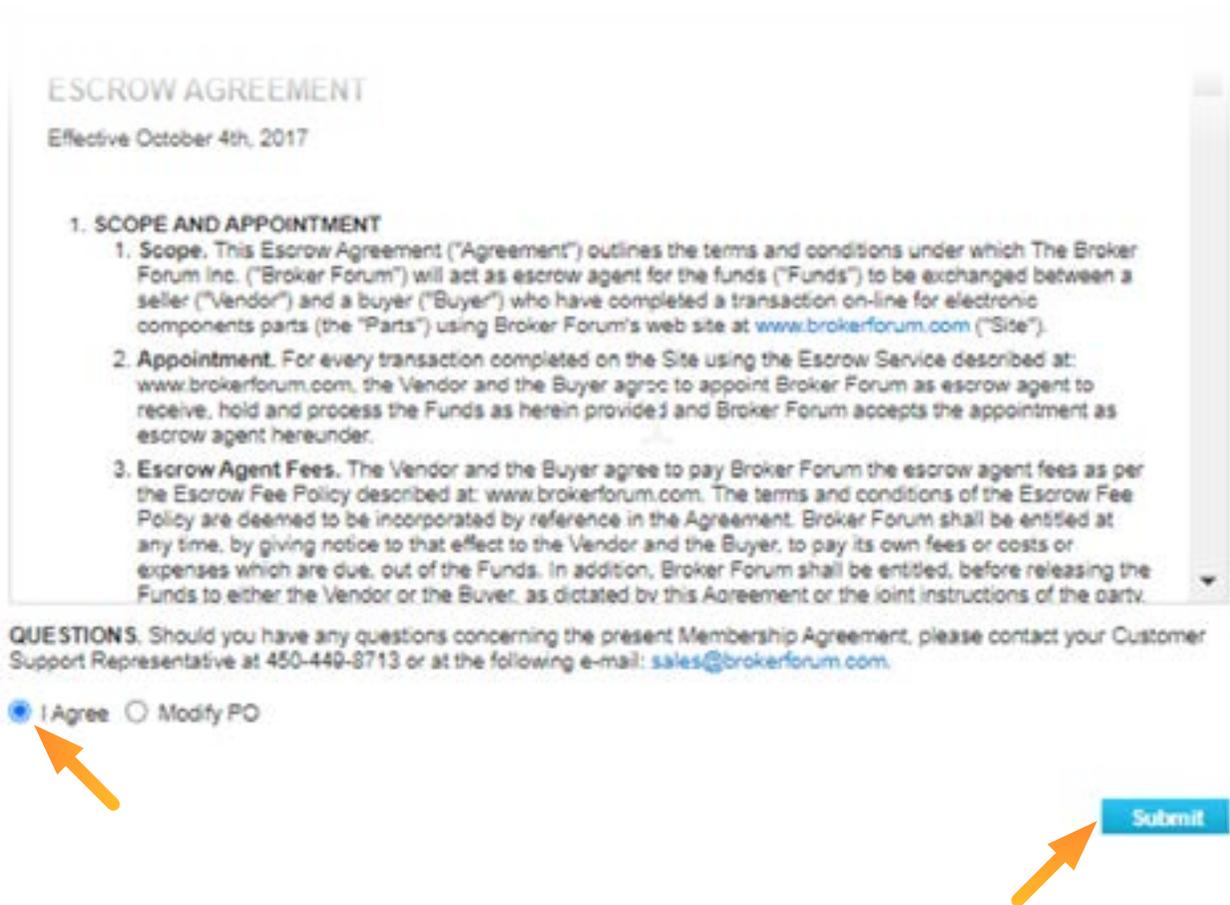
1. SCOPE AND APPOINTMENT

- 1. Scope.** This Escrow Agreement ("Agreement") outlines the terms and conditions under which The Broker Forum Inc. ("Broker Forum") will act as escrow agent for the funds ("Funds") to be exchanged between a seller ("Vendor") and a buyer ("Buyer") who have completed a transaction on-line for electronic components parts (the "Parts") using Broker Forum's web site at www.brokerforum.com ("Site").
- 2. Appointment.** For every transaction completed on the Site using the Escrow Service described at: www.brokerforum.com, the Vendor and the Buyer agree to appoint Broker Forum as escrow agent to receive, hold and process the Funds as herein provided and Broker Forum accepts the appointment as escrow agent hereunder.
- 3. Escrow Agent Fees.** The Vendor and the Buyer agree to pay Broker Forum the escrow agent fees as per the Escrow Fee Policy described at: www.brokerforum.com. The terms and conditions of the Escrow Fee Policy are deemed to be incorporated by reference in the Agreement. Broker Forum shall be entitled at any time, by giving notice to that effect to the Vendor and the Buyer, to pay its own fees or costs or expenses which are due, out of the Funds. In addition, Broker Forum shall be entitled, before releasing the Funds to either the Vendor or the Buyer, as dictated by this Agreement or the joint instructions of the party.

QUESTIONS. Should you have any questions concerning the present Membership Agreement, please contact your Customer Support Representative at 450-449-8713 or at the following e-mail: sales@brokerforum.com.

I Agree Modify PO

Submit



Step 3

You can modify the terms in this section and then click **Submit** (then you will need to wait for the Buyer's reply).

MANAGE SALES AND PREPARE QUOTATIONS



Use Escrow to secure your transactions. Draw buyers' attention to your company's inventory in the search results, where completed Escrow transactions are listed. Buyers see your credibility at a glance.

Advertisers

Promote your Available Inventory
 Only \$3/m for each block of 100 items

Network with Qualified Diamond Members

[Advertiser here](#)

[Home](#) | [Reply Later](#) | [Outbox](#) | [Order Box](#) | [Archive](#) | [Help](#) | [Purchases Index](#)

PREPARE SALES QUOTATIONS

Usage: If you are ready to reply to the following items, please fill out the form and click the "submit" button.

	Part Number	Mfg	D/C	Qty	Price (US\$)	Warranty
To:	<input type="text"/>					
You Show:	Stock VS-10BQ100-M35BT	Vishay		5000	-	
They Order:	06026 VS-10BQ100-M35BT	Vishay		5000	0.5000	Not Specified
PDE:	Test					
Escrow terms:	Pay Out Condition: 5 days , Stock Preparation Time: 2 days , Carrier: FedEx , Packaging: Any , Part Condition: New, Escrow Fee Sharing: Fee to Buyer , Return Condition: 10 Charge Details Acceptance Conditions: NO SHORT SHIPMENT, NO SPLIT SHIPMENT					
Send New Offer:	VS-10BQ100-M35BT	Vishay		5000	0.5000	Not Specified
Terms:	Please note that warranties are offered at the vendor's discretion and are outside of the Escrow terms. TBF Escrow is not responsible for enforcing or honoring warranties. "Please note that any additional terms contradictory to The Broker Forum Escrow Legal Agreement will not be enforced"					
Note:	<input type="text"/>					
Escrow Account:	Get Default Terms					
Pay Out Condition	Carrier	Stock Preparation Time	Packaging	Part Condition	Escrow Fee Sharing	Return Condition
5 business days	FedEx	2 business days	Any	New	Fee to Buyer	10 business days
Shipping	Insurance	Sales Tax	Other Charges	Specify (other charges)		
0.00	0.00	0.00	0.00			
Acceptance conditions	<input checked="" type="checkbox"/> NO SHORT SHIPMENT Escrow fee to be paid by the Vendor if the Vendor is unable to ship the full quantity ordered					
	<input checked="" type="checkbox"/> NO SPLIT SHIPMENT Escrow fee to be paid by the Vendor if the parts are shipped to the Buyer in more than one shipment.					
Action:	<input type="text"/>					Transfer To: <input type="text"/>



Submit

[Configure your RFO Settings](#) [View the Escrow Fee Sharing description](#)

Step 4

Once the buyer accepts the final agreement and places the PO you may confirm it from Trading Center - Sales – inbox as shown in Step 1 above.

Once everything is confirmed, you will see your Escrow transaction details in the Escrow Center



The screenshot shows the 'Escrow Center' page on the website. At the top, there is a navigation bar with links for HOME, TRADING CENTER, MULTI SEARCH, QUICK ESCROW PO, ESCROW CENTER (highlighted), THE IC ZONE, MY FEEDBACK, CONTACT US, and LOGOUT. Below the navigation bar, the page title is 'ESCROW CENTER' with a 'Help' icon. There are two promotional banners: one for 'Get your Available Inventory' and another for 'TBF 25 Years in Business'. Below the banners is a search bar with a 'Search' button. The main content is a table with the following columns: PO #, PO Date, Escrow Status, Details, Step, Contact Name, Type, Company Name, and Pay Out Condition. A single row is visible with the following data: Test PO, 2022/06/03, In Process, Details, 2 - Waiting For Funds, TBF OC, Sale, The Broker Forum Demo (B), and 5.

PO #	PO Date	Escrow Status	Details	Step	Contact Name	Type	Company Name	Pay Out Condition
Test PO	2022/06/03	In Process	Details	2 - Waiting For Funds	TBF OC	Sale	The Broker Forum Demo (B)	5