

# DBS IDEAL™ eREPORTS FORM - REFERENCE (FOR CUSTOMER'S RETENTION)

Use this eReports Form if you:

Existing DBS Corporate Customer

Wish to sign up for IDEAL™ eReports

Existing IDEAL™ eReports Customer\*

Wish to amend your User Details or Delivery Schedule

\* If you are an existing DBS eAdvice customer, we will automatically upgrade and transfer the details of your eAdvice subscription to eReports. Subsequently, kindly note that your eReports subscription will be terminated automatically if you wish to upgrade your subscription to DBS IDEAL™ 3.0 Corporate Internet Banking services in the future.

## A SIGNUP PROCESS



**1** Complete this form with relevant details



**2** Mail the completed forms to

**DBS Bank Ltd**  
Channel Management  
Newton Post Office  
PO Box 069  
Singapore 912203

OR submit to any DBS Branch



**3** Receive acknowledgement email that informs you that your application has been successful (after 3 business days)

## B PACKAGE DETAILS

DBS IDEAL™ eReports is a subscription-based service that delivers real-time alerts, account statements and reports via email, SMS or Fax ♦ at your preferred schedule.

**Account Information & Trade Finance  
Reports and Alerts**

**S\$ 8.00**  
Per User ^/Month  
(GST Inclusive)

♦ Alerts sent via fax for Trade Finance only.

^ Each user is entitled to receive reports and alerts to 1 designated email, mobile and fax ♦.

## C SERVICE AGREEMENT & SIGNING MANDATE

I/We hereby confirm that I/we have received copies of DBS Electronic Banking ("EB") Services Terms and Conditions and Fee Schedule, which I/we have read, understood and accepted. In addition, I/we acknowledge that there are other terms and conditions and agreement(s) intended or expressed to govern the use of other relevant banking products and services offered by DBS Bank Ltd which may be used by me/us from time to time. I/We hereby confirm that I/we have read, understood and agree to be bound by such terms and conditions and agreement(s). A copy of the terms and conditions can be found online at [www.dbs.com.sg](http://www.dbs.com.sg).

For a company which has furnished DBS Bank Ltd with a standalone Electronic Banking Board Resolution, the authorised signatories must be the current authorized signatories specified in that document. For a company which has furnished DBS Bank Ltd with a Board Resolution for the opening of the current account that covers Electronic Banking services, the authorised signatories must be any two Directors of the Company or the Authorised Signatories with the maximum Authorisation Limit specified in that document. For Partnerships, signatures of all partners are required.

## ACCOUNT INFORMATION

**Reports (All reports are delivered electronically to your registered email address)****eStatements**

To deliver details of your account activities at your preferred frequency.

**Consolidated Remittance Advices**

To deliver a consolidation of all your remittance advices in a single report for your easy reference at your preferred frequency.

**Frequency Types (If no frequency is selected, report will be defaulted to daily delivery.)**

<b>Daily</b> Report will be delivered at 8am	<b>Weekly</b> Report will be delivered on every Monday at 8am	<b>Monthly</b> Report will be delivered on the 1st of every month at 8am
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**Alerts (An alert will be delivered electronically to inform you of important events via email or SMS)****Minimum Account Balance Alert (Mandatory)**

To notify you if your account balance falls below the \$8000 minimum daily balance you are required to maintain. Auto-subscribed and delivered via email by default.

**Intraday Balance Alert (If no timing is selected, alert will be defaulted to 3pm delivery.)**

To notify you on your account balance at your preferred time.

**Remittance Advice & MT103**

To notify you of incoming and outgoing remittances completed on your account along with transaction advice and MT103 attached (when applicable). MT103 is a payment advice generated to indicate that a payment instruction has been effected. Upon signing up for eReports, the delivery of hardcopy remittance advice will be discontinued.

**Incoming Funds Alert**

To notify you when credit above specified threshold occurs to your account.

**Fixed Deposit Maturity Alert**

To notify you 5 calendar days before the maturity of your Fixed Deposit.

## TRADE FINANCE

**Reports (All reports are delivered electronically to your registered email address)****Trade Statement**

To deliver a report consisting of all trade outstanding transactions by product.

**Summary Trade Outstanding**

To deliver a consolidated view of total outstanding by product for all your trade arrangements.

**Outstanding Trade Finance**

To deliver a report consisting of all financing outstanding transactions by product.

**Trade Transaction Tracking**

To deliver a consolidated view of all your trade arrangements by product for easy reference.

**Alerts<sup>1</sup> (An alert will be delivered electronically to inform you of important events via email, SMS or Fax)****Application/Amendment Processed by Bank**

To inform you when application/amendment has been processed by the Bank.

**New LC Advised**

To inform you when new Letter of Credit is received.

**New Bill Received**

To inform you when new bill is received.

**Acceptance of Bill**

To inform you when bill has been accepted.

**Bill Pre-Maturity**

To notify you 3 calendar days before the maturity of your bills.

**Financing Pre-Maturity**

To notify you 3 calendar days before your financial loans and arrangement mature.

**Payment of Bill**

To inform you when your payment is completed.

**Repayment of Financing**

To inform you when repayment is completed.

<sup>1</sup> By subscribing to Trade Finance Alerts, you will receive all the applicable listed alerts.

# DBS IDEAL™

## eREPORTS FORM (FOR SUBMISSION TO BANK)

Company Name\* \_\_\_\_\_

Company Registration No. (UEN)\* \_\_\_\_\_

Account for monthly subscription fees\*

Please complete this form in **BLOCK LETTERS**.

\*Mandatory Fields

Note: To add more users, click [here](#) for additional pages.

### 1 USER(S) SETUP

Tick where applicable



Add New User/Account

Supersede

Unsubscribe User

Add New User/Account

Supersede

Unsubscribe User

Name (as in NRIC/Passport)\*

\_\_\_\_\_

Email Address\*

Note: You will receive all selected reports and alerts via email by default.

\_\_\_\_\_

Mobile No.\*

Note: Include Country/Area Code for Overseas Mobile.

\_\_\_\_\_

☐ Receive Alerts via SMS

Account No.\*

**Subscription Fee (\$8/month incl. GST)**

#### Account Information

Note: Minimum Account Balance Alert is auto-subscribed and delivered via email by default.

☐ eStatement: Current Account(s) Daily / Weekly / Monthly #

☐ Consolidated Remittance Advices Daily / Weekly / Monthly #

☐ Intraday Balance Alert 8am / 3pm / 6pm #

☐ Remittance Advices & MT103 Alerts

☐ Incoming Funds Alert

Min. amount \_\_\_\_\_  
(Minimum amount is based on account currency)

☐ Fixed Deposit Maturity Alert

Name (as in NRIC/Passport)\*

\_\_\_\_\_

Email Address\*

Note: You will receive all selected reports and alerts via email by default.

\_\_\_\_\_

Mobile No.\*

Note: Include Country/Area Code for Overseas Mobile.

\_\_\_\_\_

☐ Receive Alerts via SMS

Account No.\*

**Subscription Fee (\$8/month incl. GST)**

#### Account Information

Note: Minimum Account Balance Alert is auto-subscribed and delivered via email by default.

☐ eStatement: Current Account(s) Daily / Weekly / Monthly #

☐ Consolidated Remittance Advices Daily / Weekly / Monthly #

☐ Intraday Balance Alert 8am / 3pm / 6pm #

☐ Remittance Advices & MT103 Alerts

☐ Incoming Funds Alert

Min. amount \_\_\_\_\_  
(Minimum amount is based on account currency)

☐ Fixed Deposit Maturity Alert

#### Trade Finance

☐ Trade Statement

☐ Outstanding Trade Finance

☐ Summary Trade Outstanding

☐ Trade Transaction Tracking

☐ Alerts <sup>1</sup>

Fax No.\* \_\_\_\_\_  
(Indicate if you wish to also receive alerts via Fax)

#### Trade Finance

☐ Trade Statement

☐ Outstanding Trade Finance

☐ Summary Trade Outstanding

☐ Trade Transaction Tracking

☐ Alerts <sup>1</sup>

Fax No.\* \_\_\_\_\_  
(Indicate if you wish to also receive alerts via Fax)

#### Optional Feature

I/We request and authorise DBS to suppress hardcopy transaction advice for all the above designated account numbers. We understand and acknowledge that remittance advices will not be mailed to us.

#### Authorised signatories required

Name	Name
Date	Date
Signature	Signature

Declaration: I/We have read and understood the Bank's prevailing "Service Agreement & Signing Mandate" governing eReports services (refer to reference section "C") and agree to abide and be bound by such terms and conditions.

<sup>1</sup> Trade Services Alerts includes all services listed, refer to section **D**