

# APPLICATION FORM FOR DBS CORPORATE ACCOUNT AND SERVICES

Note: Please complete in BLOCK LETTERS and tick where appropriate

## 1. ACCOUNT TYPE

Please tick your account of choice:

- SGD Current Account       Multi-Currency Account       Foreign Currency Fixed Deposit ( \_\_\_\_\_ )\*  
 SGD Fixed Deposit       Autosave Account (for IPCs#)  
 Foreign Currency Current Account ( \_\_\_\_\_ )\*       SGD Currency Linked Investment (CLI) Account

+ Please state the currency

## 2. BUSINESS PARTICULARS

Registered Name:		Does your company have operations in Singapore?¹: Y <input type="checkbox"/> N <input type="checkbox"/>	Email Address (main email for electronic correspondences)	
Telephone No.:		Fax:		Mailing Address (if different from Registered Address below):
+ _____ - _____		+ _____ - _____		Postal Code:
<input type="checkbox"/> Please refer to our particulars contained in the attached ACRA# Business Profile, OR <input type="checkbox"/> Refer to particulars below (if this option is selected, please ensure that all fields are completed)				
Business Entity Type (please tick one): <input type="checkbox"/> Private Ltd. Co. <input type="checkbox"/> Public Ltd. Co. (listed in Singapore) <input type="checkbox"/> Public Ltd. Co. (not listed in Singapore) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Association / Clubs / Society / Co-op <input type="checkbox"/> Others (Please specify) _____		Registered Address:  Postal Code:		Nature of Business:  Date of Incorporation: D D M M Y Y
		Country of Incorporation: <input type="checkbox"/> Singapore <input type="checkbox"/> Others: _____		Registration/Unique Entity No. (UEN):

## 3. ACCOUNT USERS AND SERVICES

Name:		Please tick the services that you want. (For more information on the products, please refer to 'REFERENCE FOR DBS CORPORATE ACCOUNT & SERVICES')		
NRIC/Passport No.:		Telephone No.:		<b>ELECTRONIC CHANNELS</b>
		+ _____ - _____ (Mobile)²		<b>DBS IDEAL™ 3.0 Internet Banking</b>
Nationality:		+ _____ - _____ (Office)		<input type="checkbox"/> Enquiry <input type="checkbox"/> Transaction Maker⁴ <input type="checkbox"/> Transaction Authoriser⁴
Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Date of Birth: D D M M Y Y	<b>Modules Required</b>		
		<input type="checkbox"/> Cash Management <input type="checkbox"/> Trade Finance <input type="checkbox"/> Both		
Email:		<b>Choice of 2-Factor Authentication (2FA) Modes</b>		
		Note: if left blank, the default 2FA mode will be the digital token. <input type="checkbox"/> IDEAL digital token (Security Authentication via smartphone) <input type="checkbox"/> Security Device (Physical Token) *\$20 charge applies		
<input type="checkbox"/> Contact Person for DBS Services³		<b>OTHERS</b>		
		<input type="checkbox"/> Authorised Signatory <input type="checkbox"/> Phone Banking		
Name:		<b>ELECTRONIC CHANNELS</b>		
NRIC/Passport No.:		Telephone No.:		<b>DBS IDEAL™ 3.0 Internet Banking</b>
		+ _____ - _____ (Mobile)²		<input type="checkbox"/> Enquiry <input type="checkbox"/> Transaction Maker⁴ <input type="checkbox"/> Transaction Authoriser⁴
Nationality:		+ _____ - _____ (Office)		<b>Modules Required</b>
		<input type="checkbox"/> Cash Management <input type="checkbox"/> Trade Finance <input type="checkbox"/> Both		
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<input type="checkbox"/> Contact Person for DBS Services³		<b>OTHERS</b>		
		<input type="checkbox"/> Authorised Signatory <input type="checkbox"/> Phone Banking		

# APPLICATION FORM FOR DBS CORPORATE ACCOUNT AND SERVICES

## 3. ACCOUNT USERS AND SERVICES

Name:

NRIC/Passport No.:

Telephone No.:

(Mobile)<sup>2</sup>

+ \_\_\_\_\_ - \_\_\_\_\_

Nationality:

(Office)

+ \_\_\_\_\_ - \_\_\_\_\_

Gender:  M  F

Date of Birth:

D	D	M	M	Y	Y
---	---	---	---	---	---

Email:

Contact Person for DBS Services<sup>3</sup>

### ELECTRONIC CHANNELS

#### DBS IDEAL™ 3.0 Internet Banking

Enquiry  Transaction Maker<sup>4</sup>  
 Transaction Authoriser<sup>4</sup>

#### Modules Required

Cash Management  Trade Finance  Both

#### Choice of 2-Factor Authentication (2FA) Modes

Note: if left blank, the default 2FA mode will be the digital token.

IDEAL digital token (Security Authentication via smartphone)  Security Device (Physical Token) \*\$20 charge applies

### OTHERS

Authorised Signatory  Phone Banking

Name:

NRIC/Passport No.:

Telephone No.:

(Mobile)<sup>2</sup>

+ \_\_\_\_\_ - \_\_\_\_\_

Nationality:

(Office)

+ \_\_\_\_\_ - \_\_\_\_\_

Gender:  M  F

Date of Birth:

D	D	M	M	Y	Y
---	---	---	---	---	---

Email:

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Nationality:

(Office)

+ \_\_\_\_\_ - \_\_\_\_\_

Gender:  M  F

Date of Birth:

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(Office)

+ \_\_\_\_\_ - \_\_\_\_\_

Gender:  M  F

Date of Birth:

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### OTHERS

Authorised Signatory  Phone Banking

# APPLICATION FORM FOR DBS CORPORATE ACCOUNT AND SERVICES

## 4. CUSTOMISE MY ACCOUNT(S)

### A. ACCOUNT NAME

Account name will follow Registered name, you can add in suffix for customization (up to 40 characters in total including space)

Registered Name -

### B. AUTO-CHEQUE MAILING SERVICE<sup>5</sup>

Please select chequebook delivery method<sup>6</sup>:

Ordinary Mail (default)  Registered Mail

Please send me \_\_\_\_\_ (state number of) \_\_\_\_\_ (state currency) Current Accounts/ Multi-Currency Accounts chequebooks for each chequebook request

### C. SIGNING REQUIREMENTS<sup>7</sup> (PLEASE SELECT ONE)

#### For Company/Organisations

Signing Requirement & Authorised Signatories as per attached resolution<sup>10</sup>

#### Other Entities (without resolutions)

Single  
 Joint (please state number of joint signers: \_\_\_\_\_)  
 Others: \_\_\_\_\_

### D. CHARGE CURRENCY<sup>8</sup> IN MULTI-CURRENCY ACCOUNT

SGD (Default)  
 USD  
 Other Currency<sup>9</sup>

The Charge Currency determines the currency in which charges and fees are applied, including fall-below and account service fees, but excluding interest charges.

### E. OPT-OUT/OPT-IN CURRENCY IN MULTI-CURRENCY ACCOUNT (OPTIONAL)

Opt in  CNH<sup>9</sup>  
 Opt out  AUD  CAD  CHF  EUR  GBP  HKD  JPY  NOK  NZD  SEK  USD

Charge currency (if different from SGD) cannot be opted out.

### F. PAYNOW REGISTRATION

I/We wish to register for PayNow and consent to DBS Bank Ltd (the "Bank") registering our Unique Entity Number ("UEN") and the SGD account<sup>11</sup> opened with this application for PayNow. I/we acknowledge that the Bank will not proceed with the registration if our UEN is already registered for PayNow. For successful registrations, I/we understand the Bank will send an email notification to the email address provided in the Business Particulars section of this form.

From August 2018, PayNow allows you to receive payments using your Unique Entity Number (UEN) without the sender having to indicate your account number.

## 5. ACCOUNT HOLDERS' AGREEMENT & SIGN OFF

I/We request DBS Bank Ltd (the "Bank") to open the above stated account(s) and register for PayNow (where applicable), and I/we agree to the Bank's prevailing Terms and Conditions Governing Accounts (Applicable to Businesses/Non-Individuals) ("Account Terms"), Terms and Conditions governing Electronic Services and Fee Schedule, DBS PayNow Terms and Conditions and the Terms and Conditions governing the other respective services linked to these account(s) (collectively, the "Terms"), copies of which are available at [www.dbs.com](http://www.dbs.com) and from any branch of the bank. Where the account I/we open with the Bank is a multi-currency account, I/we agree that where the context so requires, the term "Account" in the Account Terms means each wallet within the multi-currency account.

By signing this application form, I/We have read and understood the Terms in the Singapore Country Terms of our Account Terms relating to the collection, processing, use and collection of personal data and agree to abide and be bound by such terms and conditions (as each may be amended, supplemented, substituted and/or replaced by the Bank from time to time).

I/We authorise you to honour all payment instructions signed in accordance with the stated signature requirements. I/We agree not to overdraw my/our account without prior arrangement and approval. I/We represent and warrant that I/we have the power and authority to sign and deliver this application form and the resolution attached and that the information given by me/us in this form and any other document(s) submitted to the Bank are complete, true and accurate.

For Application of Single Control in DBS IDEAL<sup>TM</sup> 3.0: I/We have read the Risk Disclosure Statement of Single Control in DBS IDEAL<sup>TM</sup> 3.0 (please refer to the next page) and authorise the Bank to proceed with Single Control setup in DBS IDEAL<sup>TM</sup> 3.0. I/We fully understand and acknowledge the characteristics of Single Control and the risks with this authorisation, and agree to assume and be responsible for all the risks associated with and losses arising out of or in connection with the application and use of Single Control in or through DBS IDEAL<sup>TM</sup> 3.0. I/We undertake to indemnify and hold the bank fully indemnified from and against any loss, costs (including solicitor and client costs on a full indemnity basis), charges, damages, claims, demands, actions, proceedings and all other liabilities of whatever nature and howsoever incurred or suffered by the Bank or which may be brought or preferred against the Bank as a result of the Bank agreeing to act on our said authorisation. We also understand that the bank may terminate the provision of Single Control procedure by notice to us at any time.

(Note: For Partnerships, signatures of all partners are required. For Companies, signatures of the authorised officers are required. For Sole Proprietorships & Partnerships, signature is required for all appointed cheque signers.)

Name:  
Date:

Signature:

Name:  
Date:

Signature:

Name:  
Date:

Signature:

Name:  
Date:

Signature:

# APPLICATION FORM FOR DBS CORPORATE ACCOUNT AND SERVICES

## 5. ACCOUNT HOLDERS' AGREEMENT & SIGN OFF

- <sup>1</sup> The question is to assist the bank to identify the GST status of a customer.  
<sup>2</sup> Required for DBS IDEAL™ 3.0.  
<sup>3</sup> Two people will be required to be Contact Persons whom the bank can liaise with on matters related to DBS services. If not specified, the first two names will be the default Contact Persons.  
<sup>4</sup> Relevant charges may apply. A Maker is an individual who creates transactions. An Authoriser is an individual who approves transactions.  
<sup>5</sup> Autocheque mailing service is a facility where the cheque book(s) is mailed to you automatically when you are down to your last few cheques. No reminders, requests or trips to the bank are needed.  
<sup>6</sup> Selection of delivery method is at customer's own cost and risk (including the risk of any information concerning the account arising thereby); and the relevant delivery charges will be debited from the account.  
<sup>7</sup> Transaction approval via DBS IDEAL™ 3.0 will be the same as your Cheque Signing mandate. To change the DBS IDEAL™ 3.0 set up, please approach the branch officers for assistance.  
<sup>8</sup> Where you elect a charge currency in a currency other than SGD, the applicable charges and fees will be calculated based on the fees specified in SGD as converted to the charge currency at our currency exchange rate in force at the relevant time.  
<sup>9</sup> If CNH is opted in/chosen, please submit RMB Declaration Form.  
<sup>10</sup> Only one mandate may be provided for each Multi-Currency Account (which will apply to all wallets within that account). If authorisation limits are prescribed in your resolution, please specify the currency of such limits in the resolution. The authorisation limits in the specified currency will be applied to the Accounts, and in the case of a Multi-Currency Account, to each wallet within the Multi-Currency Account. If the authorisation limit currency is not specified, the default currency will be SGD. Any currency conversion for the purposes of ascertaining the authorisation limits will be made at our currency exchange rate in force at the relevant time.  
<sup>11</sup> Eligible account types to register for PayNow include SGD Current Account, Autosave Account and Multi-Currency Account (SGD wallet only).  
<sup>#</sup> Terms: i) ACRA = Accounting and Corporate Regulatory Authority;  
 ii) NRIC = National Registration Identity Card (applicable for Singapore nationals only);  
 iii) IPC = Institutions of Public Character (IPCs are non-profit or not-for-profit organizations, as registered with the Ministry of Community Development, Youth and Sports, Singapore)  
 Note: All your DBS corporate accounts will be enabled to be used on DBS IDEAL™ 3.0 for all users.

## DEPOSIT INSURANCE SCHEME

Singapore dollar deposits of non-bank depositors and monies and deposits denominated in Singapore dollars under the Supplementary Retirement Scheme are insured by the Singapore Deposit Insurance Corporation, for up to S\$50,000 in aggregate per depositor per Scheme member by law. Foreign currency deposits, dual currency investments, structured deposits and other investment products are not insured.

## RISK DISCLOSURE STATEMENT

For all transactions initiated through IDEAL™ 3.0, the system defaults to have dual control ("Dual control") in place such that no single person could initiate and approve transactions that would result in fraudulent actions. Dual Control is a procedure whereby the active involvement of two or more people is required to complete a specified process. This involves having a person responsible for creating the transaction and another individual of higher authority to approve the transaction in the system.

Dual Control is one of the foundations of Information Security as it is based upon the premise that, for a breach to be committed, then both parties would need to be in collusion and, because one should always alternate the pairs of people, it would require a much greater level of corruption in order to breach dual control procedures; especially if such procedures require nested dual control access, such that (say) 2 pairs of people are required to enable access.

Single Control is a procedure whereby only one person is required to complete a specified process. Thus, compared to Dual Control, Single Control for transactions may incur higher risks.

## FOR BANK'S USE ONLY

Account Number(s):	<input type="checkbox"/> Account	<input type="checkbox"/> DBS IDEAL™ 3.0
	<input type="checkbox"/> Phone Banking	
Attended by (Name / Signature / Date):	System updated by:	Other Reference: CL No. CIN ORG ID
Approved by (Name / Signature / Date):	System Authorised / Report checked by:	

# REFERENCE FOR DBS CORPORATE ACCOUNT AND SERVICES

## DBS CORPORATE ACCOUNT

Opening a Current Account is your first step towards starting a relationship with DBS and accessing all the solutions we offer.

With a DBS Corporate Account, you will have the opportunity to access to a slew of banking products and services. These include account receivables, account payables, trade financing and treasury solutions. Whether you are a sole proprietor, a partnership, a company, or a society, a DBS Corporate Account will help you better manage your business finances.

Take your pick from a current account or a fixed deposit. Then choose to open it in a local or foreign currency, depending on whichever suits your business better.

Additional Information on Autocheque Mailing Service:

- Chequebooks issued for SGD Accounts contain 50 Cheques each.
- Chequebooks issued for Foreign Currency Current Accounts contain 25 Cheques each.
- Autocheque mailing service is a facility where the cheque book(s) is mailed to you automatically when you are down to your last few cheques. No reminders, requests or trips to the bank are needed.

## DBS MULTI-CURRENCY ACCOUNT

In addition to SGD, the Multi-Currency Account can hold the following currencies: AUD, CAD, CHF, EUR, GBP, HKD, JPY, NOK, NZD, SEK, USD and (if applicable) CNH.

If you open a Multi-Currency Account, a Singapore dollar wallet will be automatically added under this account. Unless you instruct us in advance that you do not wish to add a particular foreign currency wallet to your Multi-Currency Account, we may add a new foreign currency wallet under this account when:

- you receive funds in that foreign currency;
- you apply for and we grant you an overdraft limit in that foreign currency;
- you indicate your choice of charge currency as a currency other than Singapore dollar; or
- we make available to you certain facility or service or in any other case where we deem is necessary or desirable for that foreign currency wallet to be added.

Once added to the Multi-Currency Account, a wallet cannot be closed unless the entire Multi-Currency Account is closed.

Charges and fees (including fall-below and account service fees) are payable in relation to your account at the rates which apply at the relevant time or as you and we agree. Where you elect a charge currency in a currency other than SGD, the applicable charges and fees will be calculated based on the fees specified in SGD as converted to the charge currency at our currency exchange rate in force at the relevant time, and will be deducted from the charge currency wallet.

Interest payments and charges will be independently calculated for each currency wallet under a Multi-Currency Account based on our prevailing interest rates applicable to each relevant currency.

## DBS IDEAL™ 3.0

DBS IDEAL™ 3.0 is a corporate internet banking platform designed to make banking faster, simpler and smarter.

Package Type	Enquiry and Transaction Package	
	Cash Management	Trade Finance
Product Offering	<b>Information Reporting</b> Account Statement eAlerts  <b>Transaction Application</b> Account Transfer Domestic Transfer (GIRO, MEPS & FAST) Telegraphic Transfer Payroll Report Scheduler	<b>Information Reporting</b> Trade transaction inquiry Trade notifications Interest projection calculator  <b>Transaction Application</b> Documentary Credit Documentary Collection Standby Letter of Credit/Banker's Guarantee Trade Loan
Setup Fee	Free	
Monthly Maintenance Fee	Free	
Digital Token (Default)	Free (unlimited users)	
Physical Token (Optional and if requested)	\$20 per device	

All DBS corporate accounts are enabled to be used on DBS IDEAL™ 3.0 for all users. For more information on the extensive functionalities of DBS IDEAL™ 3.0, transaction pricing and cut-off times, please visit [www.dbs.com/ideal](http://www.dbs.com/ideal).



# REFERENCE FOR DBS CORPORATE ACCOUNT AND SERVICES

## DBS IDEAL™ – NOTES

### 1.Transaction Maker & Authoriser

A Maker is an individual who creates transactions

An Authoriser is an individual who approves transactions

Users who wish to have the authority to create and approve his/her transactions are required to understand the risk associated with single access and sign against the Risk Disclosure Statement. (Please refer to page 4 of the Corporate Account & Services Form)

### 2.DBs IDEAL™ 3.0 Authorisation Mandate

Transaction approval via DBS IDEAL™ 3.0 will be the same as your Cheque Signing mandate

## DBS IDEAL™ – WHAT'S NEXT?



**1** Complete the Corporate Account and Services Form and Board Resolution



**2** Submit the completed forms and required documents to any DBS branch/your relationship manager



**3** Receive acknowledgement email that informs you that your application is being processed



**4** Receive the Welcome Pack upon successful application (after 7 business days)

Welcome Pack includes:  
Organisation ID, User ID,  
Security Device\*, and  
One Time Registration Code

+ For users who have opted in for Security Device (Physical Token)

## DBS PHONE BANKING

Banking on the phone is made faster and easier with Phone Banking!

### Get instant access to these 24/7 automated services:

- Account Balance Enquiry
- Enquiry about Remittances into your account
- Cheque Services
- Enquiry on Cheque clearance
- Perform Stop Payment of Cheques
- Request for Cheque Book

### Please note that all Applicants of Phone Banking will be granted access to the following features:

- 1) Financial Transaction (Funds Transfer, Bill Payments, and SGD Fixed Deposit Placement).
- 2) Account information Enquiry (Balance, Cheque Status, and Inward Remittance Enquiry).
- 3) Request & Notification (Change of Phone Banking PIN, Chequebook and Statement Re-quests, Stop Cheque Payment, and Change of User Identification Number)