

NEW STANDING INSTRUCTION APPLICATION FORM FOR TELEGRAPHIC TRANSFER AND MEPS

Oversea-Chinese Banking Corporation Limited 65 Chulia Street OCBC Centre Singapore 049513 Tel: (65) 6538 1111 www.ocbc.com

Date_____

Please mail completed documents to:
Oversea-Chinese Banking Corporation Limited
Payment & E-Banking Operations - Outward Remittance
18 Church Street, #04-00 OCBC Centre South, Singapore 049479
Attn: TT/MEPS Standing Instruction Section

DETAILS OF ACCOUNT HO	DLDER									
Name of Account Holder			Contact Person							
NRIC/Passport No.				Telephone No.						
(Mandatory for individual's account ho	older)									
DEBIT FROM										
Account Number					Types of Payment (One-time set-up. Please tick one only.)					
				A/C Currency						
Remitting Currency & Amount	t									
Currency Amount										
Date of First Payment (DD/MM/					Date of Last Payment (DD/MM/VVV)					
Date of First Fayment (DD/MM/11111)				Date of Last Payment (DD/MM/YYY)						
Frequency (Please tick one only.)										
Daily		Weekly		Monthly	Yearly					
CREDIT TO										
Beneficiary's Name										
Address										
Beneficiary's A/C No.					A/C Currency					
Beneficiary's Contact No. (man	datory for TT navm	ent to Taiwan or Ko	rea)	NRIC/Passport No.	(mandatory for TT payment to individual's New Taiwan Dollar a/c)					
Denominating 5 denomination (mass)	aucery je pay	erre to runnum or no	, , ,		(managas)					
Beneficiary's Bank Name										
Address										
	City			Country						
SWIFT Address (if available)				Country						
Svviri Address (ii available)	'									
Internacion de Bonk Name	9. Adduces ou									
Intermediary's Bank Name & Address or SWIFT Address (if available)					Types of Payment (One-time set-up. Please tick one only.) MEPS (MAS Electronic Payment System) Telegraphic Transfer Date of Last Payment (DD/MM/YYYY) MYearly Yearly A/C Currency A/C Currency Oort No. (mandatory for TT payment to individual's New Taiwan Dollar a/c) y point Transfer only. If no selection is made, SHA charge type will be applied) remittance charges into a foreign currency will be based on exchange rates. id by Account Holder, overseas charges to be paid by Beneficiary harges to be paid by Beneficiary d Conditions set out overleaf.					
	,									
Message/Purpose of payment	(maximum 140 charac	ters including spaces)								
(mandatory for THB payment to Thailar	nd and for all pavment.	s to India)								
AUTHORISED SIGNATORY				5						
By my/our signing of this application, I/			and agree to be bo	ound by the Terms and Condition	ons set out overleaf.					
				,						
FOR RANGE USE ONLY										
FOR BANK'S USE ONLY	put by	Data Inc. + Cl	ockod and Mai	find/Approved by	Additional Information / Domarks					
Signature Verified and Data In	put by	Data input Che	eckeu and veri	fied/Approved by	Auditional information/ Remarks:					
Date		Date			Bank's Reference No.					

HOW TO COMPLETE THE APPLICATION FORM

Please complete the form using **BLOCK LETTERS**. If there are more boxes in a line than you need, leave the extra boxes blank.

In order to avoid any delay in processing, it is best that you provide all information requested in the application form. The table below indicates what information is Mandatory (which means you must provide) and what is Conditional/Optional (which means you must provide only when your application needs to meet certain criteria or when the information is available).

		Mandatory	Conditional/ Optional
DE.	TAILS OF ACCOUNT HOLDER		
1.	Name of Account Holder.	V	
2.	NRIC/Passport No.: This is only required for individual account holder.	V	
3.	Contact Person / Telephone No: This is the name and telephone number to contact for this application.	V	
DE	BIT FROM		
4.	Account Number: Indicate your OCBC account number for debiting of the SI charges, payment and its relevant charges.	V	
5.	Types of Payment: Indicate the payment type for this standing instruction. MEPS - Singapore Dollar payment to beneficiary's account with a bank located in Singapore Telegraphic Transfer - i. Payment to beneficiary's account with a bank located outside of Singapore or ii. Foreign currency (ie non-SGD) payment to beneficiary's account with a bank in Singapore	~	
6.	Payment Currency & Amount: The currency and amount to be paid to the beneficiary.	~	
7.	Date of first payment: The date first payment takes effect.	· ·	
8.	Date of last payment: The date of final payment for this SI.	· ·	
9.	Frequency: The payment will be effected and recurring: Daily - means every business day in a week. Weekly - means once a week. Please indicate the day of the week, eg every Tuesday Monthly - means once every month. Please indicate the day of the month, eg 15th day of every month Yearly - means once annually. Please indicate the month and day, eg every January 15th Note: Business day is in accordance to Singapore calendar.		
	Whenever a payment is due on a Saturday, Sunday or Public Holiday, the payment will be effected on the next business day.		
CRI	TO TIO		
10.	Beneficiary's Name : Name of individual/organisation which will be paid.	V	
11.	Beneficiary's Account No: Account number of the individual/organisation which will be paid. Please provide IBAN (International Bank Account Number) of the account when making payment to Europe.	~	
12.	Beneficiary's Address: Address, if available, of individual/organisation which will be paid.		~
13.	Beneficiary's Contact Number: This is the telephone contact number of the Beneficiary and is required when making payment to Taiwan or Korea.		~
14.	Passport / IC No: This is the Passport or Identification Card Number of the Person you wish to remit the New Taiwan Dollar (NTD)		~
15.	to in Taiwan. Beneficiary's Bank Name : Full Beneficiary's Bank Name. Note: For Internal Funds Transfer, please indicate OCBC Bank or Oversea-Chinese Banking Corporation Limited.	V	
16.	Beneficiary's Bank Address: Full address of Beneficiary's Bank, including city and country of location.	· ·	
17.	Swift Address: If you have provided a SWIFT Address of the Beneficiary Bank, it will take precedence over the Beneficiary's Bank Name and Address provided.		~
18.	Intermediary's Bank Name and Address or SWIFT Address: If you have provided a SWIFT Address for the Intermediary Bank, it will take precedence over the Intermediary's Bank Name and Address provided.		~
19.	Message/Purpose of Payment: This refers to payment details which will be made known to the beneficiary. It is mandatory for: a) All payments to India b) THB payment to Thailand. Please provide description for: i) goods and services purchased, together with the invoice number quoted as purpose of payment ii) purpose of payment, if it is not for purchase of goods and services	V	
20.	Charges (applicable for Telegraphic Transfer only): Please select ONE option on how you want the charges to be applied. If there is no selection made, local charges will be borne by the Account Holder and overseas charges will be borne by the Beneficiary.	~	
ΔC	COUNT HOLDER'S SIGNATURE		-

TERMS AND CONDITIONS

 $I/We \ understand \ that \ the \ Bank \ accepts \ the \ standing \ instructions \ (the \ "Standing \ Instructions") \ upon \ the \ following \ terms \ and \ conditions:-$

- The Bank is not obliged to effect payment if the relevant debit account is not sufficiently in credit to meet the payment;
- 2. On the date of effecting payment under a payment order the Bank reserves the right to determine the priority of such payment order against cheques presented or any other existing arrangements made with the Bank;
- 3. The Bank may at any time refuse to effect any payment under these Standing Instructions without prior notice to me/us if the Bank has been advised by the relevant beneficiary/beneficiaries that no further payment is required or if any payment was returned unpaid;
- 4. The Bank may terminate these Standing Instructions at any time without providing any reason therefor by giving notice to me/us in writing:
- 5. Any request by me/us to cancel or amend these Standing Instructions must be received by the Bank at least five business days before the next payment is due and subject to such conditions as the Bank may impose;
- 6. These Standing Instructions will remain effective notwithstanding my/our death, bankruptcy, liquidation, winding up or incapacity until actual notice thereof is received by the Bank.
- 7. The Bank shall not be liable for any losses, damages and expenses that I/we may suffer or incur as a result of the Bank carrying out the instructions;
- 8. All charges if converted into another currency, are performed at the Bank's published foreign exchange rate;
- 9. The Bank shall not incur any liability by reason of any delay, refusal or omission to make any of the payments under the Standing Instructions or to follow any instructions;
- 10. Where applicable, my/our instructions shall be carried out by the Bank and acted upon by the agent or correspondent subject to the rules and procedures of the place where or through which they are to be executed. The Bank (including the agent or correspondent) may refuse to execute the instructions if in their opinion they are contrary to any applicable law, rule or other regulatory requirement;
- 11. The Bank shall not be liable for any loss, damage or expense suffered or incurred by me/us arising from any delay in or inability to effect the transfer owing to any event beyond the Bank's control or through no fault of the Bank. The Bank shall not be liable for any errors, delay or default of any agent or correspondent used to effect the transfer;
- 12. Where applicable, the Bank may disclose to the agent or correspondent, such information relating to me/us or the beneficiary as the Bank may think fit and I/we irrevocably consent and authorise such disclosure by the Bank; and
- 13. To comply with MAS Notice 626 Prevention of Money Laundering and Countering the Financing of Terrorism, with effect from 1 July 2007, all wire transfer messages would need to include the Applicant's name, account number and address/unique identification number.