



**UOB BUSINESS INTERNET BANKING SERVICE
PRIVATE TOKEN REQUEST FORM (TOKEN OWNER COMPANY)**

PLEASE SEND THE COMPLETED FORM TO UNITED OVERSEAS BANK LIMITED, ROBINSON ROAD P.O. BOX 1282, SINGAPORE 902532 OR ANY ACCOUNT HOLDING BRANCH.

PRIVATE TOKEN REQUEST
(TOKEN OWNER COMPANY)

IMPORTANT NOTE: All fields are compulsory unless otherwise stated.

* Circle where applicable.

PART 1 : COMPANY PARTICULARS OF TOKEN OWNER COMPANY

Company Name	Company Registration Number
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PART 2 : PARTICULARS OF TOKEN HOLDER

Token Holder (Name as in NRIC / Passport / FIN *) (Dr / Mdm / Mr / Mrs / Ms *)	NRIC / Passport No. / FIN *	Phone Number
Serial No. of Token to be made "Private"	Token Holder's Signature	

PART 3 : DECLARATION BY APPLICANT

1. I/We
- acknowledge that I/we have read, understood and accepted the terms and conditions in the UOB Business Internet Banking Service Agreement.
 - confirm that the UOB Business Internet Banking (BIB) Service Token Device (serial no. as indicated above) held by the person (as indicated above as Token Holder) was originally applied by and issued to this Company.
 - hereby apply for this Token Device to be converted into a Private Token which henceforth can be used by the Token Holder for the purposes of accessing and/or approving within BIB for another company or other companies subscribing to BIB as governed by UOB BIB Service Agreement and that this Private Token arrangement once approved by the Bank cannot be reversed.
 - understand that this Private Token cannot be reused by the Company for another person, in the event that this Token Holder leaves the employment of the Company. In such event, the Token Holder should be allowed to take the Private Token with him, while the User ID for the Token Holder should be revoked to prevent any possible malicious acts by the said Token Holder. Revocation of the User ID in such event is to be initiated by the Company through the submission of a request, instruction or relevant maintenance form to UOB.
 - understand that the Company and the Token Holder, for as long as he/she is a Company User, Company Administrator, Company Signatory or a combination of these user roles, will still be bound by the UOB BIB Service Agreement with regard to the usage of the Private Token within BIB.
 - confirm that all the information provided herein are true and accurate to the best of my/our knowledge as at the date of this form.

_____ Authorised Personnel's Name**	_____ Signature (Please sign here)
Designation: _____	
Date: _____	

_____ Authorised Personnel's Name**	_____ Signature (Please sign here)
Designation: _____	
Date: _____	

** For a Partnership company, all partners are required to sign
** For a Sole Proprietorship company, the sole proprietor is required to sign
** For others, authorised personnel is as per BIB Resolution

IMPORTANT NOTES

- For Private Token request, it will be processed within five (5) business days upon the Bank's receipt of the form.

FOR BANK USE ONLY

Signature verified by:	Processed by:	Approved by:	Referred by:
_____ Signature / Name / Branch	_____ Initials / Date	_____ Initials / Date	_____ Ref Unit ID / Staff ID / Name
Date			
Remarks:			