UOB 大华银行

UOB INFINITY - SERVICES AND USER MAINTENANCE

Note: This application allows access to business internet banking via all platforms (desktop, tablet and mobile app).

Security Alert: Protect yourself from threats in the cyberspace. For more information about the threats and how you can be protected, please visit www.uob.com.sg/security_advisory

1. Applicant's ("My") business details

Registered Business Name

_____

Business Registration No.

_____

Existing Organisation ID

_____

2. Update my contact person's details

Name

_____

Contact No. (For clarifications on Infinity application and setup)

_____ _____ _____

(Country Code) (City/Area Code) (Contact No.)

Email Address (This is required to receive Infinity email notifications)

_____

3. My accounts to be linked to Infinity ☑ (Please tick where applicable)

☐ Link all active accounts held as at the Bank's processing date of this application.

—————————————————— OR ——————————————————

☐ Link additional accounts listed below.

Account No.	Account No.
_____	_____
Account No.	Account No.
_____	_____

Delink the accounts listed below

Account No.	Account No.
_____	_____
Account No.	Account No.
_____	_____

Designated account for physical token and Infinity services charges (where applicable)

Account No.
☐☐☐ – ☐☐☐ – ☐☐☐ – ☐

Currency
☐☐☐

4. Additional Infinity Services (Fees may apply. Please refer to the Infinity Pricing Guide at uob.com.sg/infinitypluspricing for details) ☑ (Please tick where applicable)

☐ Add		Cash Services (For customers upgrading from Enquiry Only services)
☐ Add OR ☐ Remove		Trade Services
☐ Add OR ☐ Remove		Bulk Services - Payroll, Collection & Payment with Beneficiary Payment Advice
☐ Add OR ☐ Remove		MT103 Copy (To download a copy of the SWIFT MT103 message for remittances)
☐ Add OR ☐ Remove		eFX

5. Add new users / Update existing users

Please read the notes below before you fill up this section.

▶ **Enquirer:** View Account Summary/Statement and Transactions.

▶ **Administrator:**
- Create/maintain all user and access profiles.
- Maintain user passwords and assign tokens to all users except Administrators and Authorisers.

  Note: All administrative setup are created and approved by any one administrator.

▶ **Maker:** Create all types of transactions (except payroll) and view account details.

▶ **Authoriser:** Create/approve transactions (except payroll), and view account details.

Important:
- **New users will be required to register for digital tokens with mobile number and email address. If email address or mobile number is left blank and assign token from Company is left unchecked, physical tokens will be issued and token fees will apply.**
- The Bank will assign an ID at its sole discretion if the Preferred User ID is left blank or cannot be allocated.
- For authorisers and payroll authorisers, it is mandatory to submit a Certified True Copy of your identification document together with your application. Additional proof of residential address (e.g. recent utility or phone bill) is required from foreigners. Please note that the identification document cannot be certified by the company director. For the list of independent parties who can certify identification documents, please refer to uob.com.sg/idcertification.

User 1 Details

Please select one option. Default to Add user if left blank.

☐ New User   ☐ Update User

☐ Assign existing token from Company   ☐ Request for physical token
(Applicable to new users only.)   (Tokens fees will apply if existing token is not returned to bank.)
[_____] Token Serial Number (Optional)

Name   Designation   NRIC/Passport/FIN   Country of Issuance
(Underline surname)   (This is mandatory for all authorisers)   (Default NRIC)   (Default SG)
[_____]   [_____]   [_____]   [_____]

Mobile No. (Please indicate both mobile number and email address to self-register for free digital token.)

Roles (By selecting Payroll roles with combination of Enquirer, Maker and/or Authorizer, the User will be able to perform both payroll and non-payroll roles. Bulk Service fees will apply.)

[_____] [_____] [_____]
(Country Code) (City/Area Code) (Mobile No.)

☐ Enquirer   ☐ Maker

Email Address
[_____]

☐ Administrator   ☐ Authoriser

Preferred/Existing User ID (Minimum 8 characters with no spacing or special characters. For existing users, User ID cannot be changed.)
[_____]

☐ Add Payroll to above Maker/Authoriser role

User 2 Details

Please select one option. Default to Add user if left blank.

☐ New User   ☐ Update User

☐ Assign existing token from Company   ☐ Request for physical token
(Applicable to new users only.)   (Tokens fees will apply if existing token is not returned to bank.)
[_____] Token Serial Number (Optional)

Name   Designation   NRIC/Passport/FIN   Country of Issuance
(Underline surname)   (This is mandatory for all authorisers)   (Default NRIC)   (Default SG)
[_____]   [_____]   [_____]   [_____]

Mobile No. (Please indicate both mobile number and email address to self-register for free digital token.)

Roles (By selecting Payroll roles with combination of Enquirer, Maker and/or Authorizer, the User will be able to perform both payroll and non-payroll roles. Bulk Service fees will apply.)

[_____] [_____] [_____]
(Country Code) (City/Area Code) (Mobile No.)

☐ Enquirer   ☐ Maker

Email Address
[_____]

☐ Administrator   ☐ Authoriser

Preferred/Existing User ID (Minimum 8 characters with no spacing or special characters. For existing users, User ID cannot be changed.)
[_____]

☐ Add Payroll to above Maker/Authoriser role

Note: If you have more than 2 users, you can add more users in Appendix 1 – Add/Update Infinity Users

6. My transaction approval settings (The details provided below will supercede your current approval settings)

Note: 1. Foreign currency transactions will be calculated based on the SGD-equivalent of the Approval Limit indicated below according to the exchange rate as determined by the Bank.
2. The Transaction Approval Limit will apply to all Authorisers.
3. If Section 6 is left blank, the default Approval Settings for the newly linked account(s) in Section 3 will follow your default Approval Settings in Infinity, if any.

(S) Can authoriser approve own transactions?

☐ NO – DUAL CONTROL
Authoriser <u>can</u> create a transaction BUT <u>cannot</u> approve the same transaction which must be approved by another Authoriser.

☐ YES – SINGLE CONTROL
Authoriser can create and approve the same transaction.
(The Applicant's account(s) may be more susceptible to account fraud as compared to Dual Control, where another person can verify and confirm the transaction)

Transaction Approval Limit	Approval Mandate ☑ (Please tick where applicable)	
up to SGD _____	☐ Any 1 Authoriser	☐ Any 2 Authoriser
up to SGD _____	☐ Any 1 Authoriser	☐ Any 2 Authoriser
up to SGD _____	☐ Any 1 Authoriser	☐ Any 2 Authoriser

7. Additional Token Request (For Company Administrator to assign. Please note that section 7 is not required if you have requested for tokens under section 5.)

Note: 1. Please fill in this section to apply for new token(s) for use by Company User(s) to login to Infinity.
2. A Company User is a person who is authorised by the Applicant to perform day-to-day transactions not requiring mandate authority such as account enquiries and creating but not approving transactions, and to receive, hold and/or use any token on the Applicant's behalf.
3. Company Administrator needs to login to Infinity before he/she can assign the token(s) to Company User(s)
4. The Applicant does not need to buy a new token for a Company User if the Company User is also the Company Administrator and/or Company Signatory and has an existing token.
5. A fee of S$20 (including GST) is payable for each token issued.

Request for additional physical tokens for company. Number of tokens _____

8. Delete Users (Deleted User(s) will be removed from all his/her other roles and all linked entities.)

Name	User ID
_____	_____
Name	User ID
_____	_____
Name	User ID
_____	_____
Name	User ID
_____	_____
Name	User ID
_____	_____

9. Other instruction ☑ (Please tick where applicable)

✗ ☐ I would like to terminate my Infinity service.

☐ I would like to de-register Infinity Secure (digital token) for the following users:

Name	User ID
_____	_____
Name	User ID
_____	_____
Name	User ID
_____	_____

10. Declaration by Applicant

We, the Applicant, hereby:

a) make the above request(s) as regards the Applicant's UOB Business Internet Banking Service ("BIB Service");

b) confirm that the Applicant has obtained and agrees to be bound by the Bank's prevailing UOB Business Internet Banking Service Agreement ("BIB Agreement") (available at uob.com.sg) and any amendment or variation thereof;

c) confirm that the Applicant has obtained and agrees to be bound by the terms and conditions applicable to each of the services that the Applicant has applied for and any amendment or variation thereof;

d) authorise the Bank to issue password(s) and token(s) to the Company User(s), Company Administrator(s) and Company Signatory(ies), where applicable. Company User refers to Enquirer, Maker and Payroll Maker. Company Administrator refers to Administrator. Company Signatory refers to Authoriser and Payroll Authoriser;

e) confirm that each of the Company Signatories named herein is authorised to operate and use any of the services granted and provided to the Applicant through the BIB Service, based on the Approval Mandate and Transaction Approval Limit set out in this form, and to apply for, agree to the terms of, operate and use any services made available through the BIB Service from time to time. We confirm that if we do not indicate the Approval Mandate or Transaction Approval Limit, each Company Signatory is authorised to approve transactions of any amount. If the Approval Mandate is indicated but not the Transaction Approval Limit, the Company Signatories are authorised to approve transactions of any amount according to the Approval Mandate;

f) confirm and agree that any existing mandate or instructions which we may have with the UOB Group Bank(s) will not apply in relation to our use of the BIB Service;

g) confirm that all the information provided here is complete, true and accurate to the best of our knowledge as at the date of this application;

h) confirm that, in the event of any change of Company Administrators and/or Company Signatories, the Applicant shall immediately revoke the relevant User IDs through the submission of request, instruction or relevant form to the Bank;

i) authorise the Bank to debit all fees and charges relating to this application and/or use of the BIB Service from the designated account or any other account of the Applicant;

j) acknowledge that, if the Applicant have opted for Single Control instead of Dual Control, the Applicant's Account(s) for which the Applicant uses the BIB Service may be more susceptible to account fraud. By opting for Single Control, the Applicant agrees to assume responsibility for all the risks associated with Single Control;

k) agree to indemnify and hold the Bank harmless from and against all costs, claims, losses, damages, charges and/or expenses which the Bank may sustain, incur or be liable for in connection with, or resulting from or any earlier application for, the BIB Service, including (where applicable) as a result of the Applicant opting for Single Control and/or the Applicant not providing all email addresses and mobile numbers;

l) enclose a certified true copy of our board (or equivalent) resolution; and

m) agree that the Bank may amend the BIB Agreement at any time and/or may terminate the provision of the Single Control option at any time with notice to the Applicant.

Authorised Person(s)/Approved Person(s)

Name	Signature	Name	Signature
Date		Date	

Please send the completed form to BIB Section, United Overseas Bank Limited, Bras Basah Post Office, P.O. Box 106, Singapore 911804

- The Bank will process your application within 5 business days upon receipt of duly completed form.
- User ID letter and/or token(s) will be sent to the mailing address registered as the designated account for physical token and Infinity services charges.
- Do call the Bank at **1800 226 6121** if you do not receive the user IDs/physical tokens.
- A fee of S$20 (including GST) is payable for each token issued.

For Bank's Use Only   *Please delete where applicable

☐ BZ   ☐ EZ   ☐ Others: _____   ☐ Token received

Attended by: (TB Sales/RM/Branch/CFS *)	ID screening/CDD done by:	Signature verified by: ☐ ASR ☐ BIB Resolution	Processed/Approved by:
Name and Signature	Name and Signature	Name and Signature	Name and Signature
Date	Date	Date	Date

Remarks

Add new users / Update existing users

Please read the notes below before you fill up this section.

▶ **Enquirer:** View Account Summary/Statement and Transactions.

▶ **Administrator:**
  • Create/maintain all user and access profiles.
  • Maintain user passwords and assign tokens to all users except Administrators and Authorisers.

▶ **Maker:** Create all types of transactions (except Payroll) and view account details.

▶ **Authoriser:** Create/approve transactions (except payroll), and view account details.

▶ **Payroll Maker:** Create payroll transactions, upload payroll files and view payroll details.

▶ **Payroll Authoriser:** Create/Approve payroll transactions and view payroll details.

Important:
  • **New users will be required to register for digital tokens with mobile number and email address. If email address or mobile number is left blank and assign token from Company is left unchecked, physical tokens will be issued and token fees will apply.**
  • The Bank will assign an ID at its sole discretion if the Preferred User ID is left blank or cannot be allocated.
  • For authorisers and payroll authorisers, it is mandatory to submit a Certified True Copy of your identification document together with your application. Additional proof of residential address (e.g. recent utility or phone bill) is required from foreigners. Please note that the identification document cannot be certified by the company director. For the list of independent parties who can certify identification documents, please refer to uob.com.sg/idcertification.

User 1 Details
Please select one option. Default to Add user if left blank.

☐ New User   ☐ Update User

☐ Assign existing token from Company (Applicable to new users only.)   [Token Serial Number (Optional)]   ☐ Request for physical token (Tokens fees will apply if existing token is not returned to bank.)

Name (Underline surname)   Designation (This is mandatory for all authorisers)   NRIC/Passport/FIN (Default NRIC)   Country of Issuance (Default SG)

Mobile No. (Please indicate both mobile number and email address to self-register for free digital token.)

(Country Code)   (City/Area Code)   (Mobile No.)

Email Address

Roles (By selecting Payroll roles with combination of Enquirer, Maker and/or Authorizer, the User will be able to perform both payroll and non-payroll roles. Bulk Service fees will apply.)

☐ Enquirer   ☐ Maker

☐ Administrator   ☐ Authoriser

Preferred/Existing User ID (Minimum 8 characters with no spacing or special characters. For existing users, User ID cannot be changed.)

☐ Add Payroll to above Maker/Authoriser role

User 2 Details
Please select one option. Default to Add user if left blank.

☐ New User   ☐ Update User

☐ Assign existing token from Company (Applicable to new users only.)   [Token Serial Number (Optional)]   ☐ Request for physical token (Tokens fees will apply if existing token is not returned to bank.)

Name (Underline surname)   Designation (This is mandatory for all authorisers)   NRIC/Passport/FIN (Default NRIC)   Country of Issuance (Default SG)

Mobile No. (Please indicate both mobile number and email address to self-register for free digital token.)

(Country Code)   (City/Area Code)   (Mobile No.)

Email Address

Roles (By selecting Payroll roles with combination of Enquirer, Maker and/or Authorizer, the User will be able to perform both payroll and non-payroll roles. Bulk Service fees will apply.)

☐ Enquirer   ☐ Maker

☐ Administrator   ☐ Authoriser

Preferred/Existing User ID (Minimum 8 characters with no spacing or special characters. For existing users, User ID cannot be changed.)

☐ Add Payroll to above Maker/Authoriser role

Authorised Person(s)/Approved Person(s)

Name   Signature   Name   Signature

Date   Date