



**UOB BUSINESS INTERNET BANKING SERVICE
COMPANY USER TOKEN REQUEST FORM**

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

COMPANY USER TOKEN
REQUEST FORM

IMPORTANT NOTES:

For Affiliated Company, please request your Originating company to purchase the Company User Tokens. All fields are compulsory unless otherwise stated.

* Circle where applicable.

| PART 1 : COMPANY PARTICULARS | | | |
|--|---|---|---|
| Company Name | Company Registration Number | | |
| PART 2 : CHANGE OF CONTACT PERSON | | | |
| If you wish to change your Company's Contact Person, please fill in the particulars of the new Contact Person. Otherwise, please leave this section blank. | | | |
| New Contact Person (Name as in NRIC / Passport / FIN *) (Dr / Mdm / Mr / Mrs / Ms *) | Phone Number | Email Address | |
| PART 3 : COMPANY USER TOKEN REQUEST | | | |
| <ul style="list-style-type: none"> This form is not applicable to Tokens for Company Administrators or Company Signatories (refer to Important Notes below). Each Token will be subject to a fee of S\$20 (incl. GST). Company Users (CU) are created by the Company Administrator (CA) to perform account enquiries and create transactions. As each CU requires a Token to log in to UOB Business Internet Banking Service, the Company must purchase the required number of Tokens. These Tokens will be mailed to the Contact Person that is appointed by the Company. After the CA has received the Tokens, he/she can then create CU and assign Token(s) to them. Please note that any CU who is also a CA or Company Signatory (CS) within the same company can use the same Token. It is not necessary to purchase a Company User Token to this CU if he/she is a CA/CS of the company and already has a Token. <p>Please indicate the number of Tokens that you wish to request : _____</p> | | | |
| PART 4 : DECLARATION BY APPLICANT | | | |
| <p>I/We hereby</p> <ul style="list-style-type: none"> - request for the number of Tokens for my/our UOB Business Internet Banking (BIB) Service as set out above. - confirm that all the information provided herein are true and accurate to the best of my/our knowledge as at the date of this request. - authorise the United Overseas Bank Limited to debit token fees relating to my/our request from the Designated Account. | | | |
| _____ <small>Authorised Personnel's Signature** / Name & Designation</small> | _____ <small>Authorised Personnel's Signature** / Name & Designation</small> | _____ <small>Date</small> | |
| <small>** 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</small> | | | |
| IMPORTANT NOTES | | | |
| <ul style="list-style-type: none"> This request form is meant for Tokens that are to be assigned to Company Users. If you wish to replace Tokens that are assigned to Company Administrators or Company Signatories, please submit the UOB Business Internet Banking Maintenance Form (CYB-67/F) that is available at www.uobgroup.com > Business Banking > Business Resources > Application Forms. The request will be processed within ten (10) business days upon the Bank's receipt of the form. If the Contact Person has not received the requested Tokens after ten business days, please call 1800 22 66 121 to check with our Customer Service Officer. | | | |
| FOR BANK USE ONLY | | | |
| Signature verified by: | Processed by: | Approved by: | Referred by: |
| _____ <small>Signature / Name / Branch</small> | _____ <small>Date</small> | _____ <small>Initials / Date</small> | _____ <small>Initials / Date</small> |
| Remarks: | | | |