



UOB BIZ HUB ACCESS APPLICATION FORM NEW / CHANGE OF MERCHANT ADMINISTRATOR

Step 1: Complete the form in CAPITAL LETTERS and sign off by Authorized Signatory
 Step 2: Email to CardOpsMerchantSupport@UOBgroup.com with the subject header as follows:
 (e.g. ABC PTE LTD – BIZ HUB ACCESS - SYSTEM/USER)

MANDATORY FIELDS

REQUESTOR NAME : _____ DATE OF REQUEST : _____
 MERCHANT NAME : _____ CONTACT NUMBER : _____
 (as registered in ACRA)
 CONTACT EMAIL : _____

REQUEST TYPE (For Merchant Admin role)

New User Deactivate User Unlock Access Others:

| | |
|---|--|
| ROC NUMBER <small>(Merchant profile assignment)</small> | |
| FIRST NAME | |
| LAST NAME | |
| DISPLAY NAME | |
| EMAIL ADDRESS^ <small>(This will be the Login ID)</small> | |
| MOBILE NUMBER <small>For 2FA purposes, UOB will send a one- time password (OTP) for each login.</small> | |
| UOB Biz Hub Activation Email will be sent to the email address indicated in ^. Once registered, email address cannot be changed. | |

All representations made by, and undertakings and indemnities given by the Merchant to the Bank in the Indemnity For Taking and Accepting Instructions By Facsimile, Telex and Email is deemed to be accepted by the Merchant and shall apply to this UOB BIZ HUB Access Application Form.

By signing below, the signatory represents and undertakes to the Bank that he or she is authorized by the Merchant to, on behalf of the Merchant, sign and submit this form, make the declarations herein, and to accept all relevant terms and conditions for the use of UOB BIZ HUB.

We will require 5 working days to process your request, upon submission with correct details and sign-off by the Authorized Signatory registered with Merchant Team. Please take note that your request will be rejected if the form is incomplete or wrongly filled.

SIGNATURE OF AUTHORIZED SIGNATURE

NAME

FOR BANK OFFICIAL USE ONLY

| | |
|-----------------|--|
| Verification By | |
|-----------------|--|