





Application will be processed within 7 business days upon receipt of the original form

 Please complete this form and mail it to:  
 Attn: Oversea-Chinese Banking Corporation Limited  
 Bras Basah Post Office, Locked Bag Services No. 8, Singapore 911886

COMPANY DETAILS										
Company Name										
<b>Contact Person</b> (This person will be contacted if any clarification is required pertaining to this form. For maintenance purposes, if the appointed Velocity@ocbc Primary Contact is deleted as a user and no new person is nominated, the contact person as indicated in this section will be assigned as the Primary Contact by default. For subsequent changes, please complete Section 10 below.)										
Full Name						Office Number		Mobile Number		
						Email Address				
Velocity@ocbc Organisation ID		<div style="border: 1px solid black; width: 100px; height: 20px;"></div> Maximum 12 characters with no blanks. Choice is subject to availability.								
Debit token fees from this account number (if applicable)		<div style="border: 1px solid black; width: 100px; height: 20px;"></div> S\$20 will be debited from this account for new token issued, except defective token replacement								
1. TERMINATE VELOCITY@OCBC SERVICE										
<input type="checkbox"/> Terminate Velocity@ocbc service										
2. PASSWORD/TOKEN SERVICE REQUEST (Please tick ✓)										
User ID / Username		Re-issue Password <small>(I have forgotten my password, issue and mail new password to me)</small>		Re-activate Password <small>(I remember my password but have exceeded the maximum tries at login, reactivate and contact me when completed)</small>		Lost Token <sup>1</sup> - Issue New Token <small>(Issue me a new one and S\$20 will be debited from my account as indicated above)</small>		Defective Token - Issue New Token <small>(My defective token is enclosed)</small>		
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/> Serial No <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/> Serial No <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/> Serial No <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
3. ACCOUNTS TO BE ACCESSED					4. BILL PAYMENT					
Add		Delete		Currency		Add		Delete		
<input type="checkbox"/>		<input type="checkbox"/>		<div style="border: 1px solid black; width: 100px; height: 20px;"></div>		<input type="checkbox"/>		<input type="checkbox"/>		
						Billing Org. <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		Billing Ref. No. <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
<input type="checkbox"/>		<input type="checkbox"/>				<input type="checkbox"/>		<input type="checkbox"/>		
						Billing Org. <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		Billing Ref. No. <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
AUTHORISED USER (Note: Complete either Section 5, 6, 7 or 8 depending on the Service Package you have subscribed to.)										
5. For BASIC Service Package (View accounts only)										
(Please tick one ✓)							User ID <small>(max 12 characters)</small>		 <b>Token</b> <small>Note: If left unchecked, new token (\$20 fee) will be issued.</small>	
Add	Delete	Edit	Name							
			User Name				<div style="border: 1px solid black; width: 100px; height: 20px;"></div>		<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	
			User Name				<div style="border: 1px solid black; width: 100px; height: 20px;"></div>		<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	
6. For BASIC PLUS Service Package (View accounts and transact with single user for any transaction and amount; Inquiry, Creator and Authoriser functions will be enabled by default)										
(Please tick one ✓)							User ID <small>(max 12 characters)</small>		 <b>Token</b> <small>Note: If left unchecked, new token (\$20 fee) will be issued.</small>	
Add	Delete	Edit	Name							
			User Name				<div style="border: 1px solid black; width: 100px; height: 20px;"></div>		<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	
			Email Address - MANDATORY				Mobile Number - MANDATORY <small>(only Singapore-registered mobile phone nos. are eligible)</small> <div style="border: 1px solid black; width: 100px; height: 20px;"></div>			
			User Name				<div style="border: 1px solid black; width: 100px; height: 20px;"></div>		<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	
			Email Address - MANDATORY				Mobile Number - MANDATORY <small>(only Singapore-registered mobile phone nos. are eligible)</small> <div style="border: 1px solid black; width: 100px; height: 20px;"></div>			
7. For CLASSIC 1 Service Package (View accounts and transact with minimum of 1 Creator and 1 Authorizer to approve singly for any transaction and amount; Inquiry function will be enabled by default)										
(Please tick one ✓)							 <b>Token</b> <small>Note: If left unchecked, new token (\$20 fee) will be issued.</small>		Services to be tagged to Authorised User <i>Mandatory</i>	
Add	Delete	Edit	Name							
			User Name				<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.		<input type="checkbox"/> Creator <input type="checkbox"/> Administrator	
			User ID (max 12 characters) <div style="border: 1px solid black; width: 100px; height: 20px;"></div>							
			User Name				<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.		<input type="checkbox"/> Authoriser <input type="checkbox"/> Administrator	
			User ID (max 12 characters) <div style="border: 1px solid black; width: 100px; height: 20px;"></div>							
			User Name				<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.		<input type="checkbox"/> Creator <b>OR</b> <input type="checkbox"/> Authoriser	
			User ID (max 12 characters) <div style="border: 1px solid black; width: 100px; height: 20px;"></div>							

8. For CLASSIC 2 Service Package (View accounts and transact with minimum of 1 Creator and 2 Authorisers to approve jointly for any transaction and amount; Inquiry function will be enabled by default)					
(Please tick one ✓)			Name	 <b>Token</b> <i>Note: If left unchecked, new token (\$20 fee) will be issued.</i>	Services to be tagged to Authorised User <u>Mandatory</u>
Add	Delete	Edit			
			User Name User ID (max 12 characters) <input type="text"/>	<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	<input type="checkbox"/> Creator <input type="checkbox"/> Administrator
			User Name User ID (max 12 characters) <input type="text"/>	<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	<input type="checkbox"/> Authoriser <input type="checkbox"/> Administrator
			User Name User ID (max 12 characters) <input type="text"/>	<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	<input type="checkbox"/> Authoriser <input type="checkbox"/> Administrator
			User Name User ID (max 12 characters) <input type="text"/>	<input type="checkbox"/> Reuse existing token <sup>2</sup> , Refer to Section 9.	<input type="checkbox"/> Creator <b>OR</b> <input type="checkbox"/> Authoriser

9. REUSE EXISTING TOKEN(S) (Note: Any existing user tied to the token will be deleted.)	
Name (New User)	Token Serial Number to reuse <input type="text"/>
Name (New User)	Token Serial Number to reuse <input type="text"/>
Name (New User)	Token Serial Number to reuse <input type="text"/>
Name (New User)	Token Serial Number to reuse <input type="text"/>

10. VELOCITY@OCBC PRIMARY CONTACT (OCBC will contact the Velocity@ocbc Primary Contact for any future issues related to Velocity@ocbc)						
Add	Delete	Edit	Full Name	Office Number	Mobile Number	Email Address
✓						
	✓					

Agreement
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To: Oversea-Chinese Banking Corporation Limited ("OCBC Bank")

I/We agree to abide and be bound by the Business Account Terms and Conditions (available at all OCBC Bank branches and at www.ocbc.com) which I/We have read and any amendments, alterations and additions thereto as may from time to time be made. I/We consent to disclosures as provided therein and agree that all payments be debited from my/our account(s) with you.

The person(s) whose information appear in the Authorised User section above and/or in other letter(s) of instruction is/are authorised to perform and effect the above services opted by me/us at any time and from time to time for and on my/our behalf in relation to the abovementioned accounts. I/We confirm that the abovementioned Authorised User(s) has/have sufficient authority to perform and effect all transactions of such services for and on my/our behalf and all such transactions shall be binding and conclusive on me/us.

By signing below I/we confirm that I /we am/are authorised to sign the application form for and on behalf of the company /association/club/society/partnership.

_____ Authorised Signatory Name / Date	_____ Authorised Signatory Name / Date
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Note 1- Issue us a new token for this Authorised User and debit our account for S\$20 per token.

Note 2- We have spare/unused Velocity@ocbc token(s) and do not require any more token(s). Refer to Section 9 for the token serial number(s). Only new generation token (as pictured) can be re-used. Existing user tagged to the token will be deleted, if any.

For Sections 1, 3, 4, 5, 6, 7, 8, 9 and 10, authorised signatory must be in accordance to the standard agreement.

For Section 2, authorised signatory can sign singly for password reset or reactivation, and lost token or defective token replacement for him/her; else, must be in accordance to the standard agreement.

Standard Agreement as below

- For Sole-prop, the sole prop to sign
- For Single director, one director to sign
- For Pte Ltd Company, refer to Board Resolution OR 2 Directors / Director + Co Sec to sign
- For Partnership LLP, refer to Board Resolution OR 2 partners to sign
- For Partnership, 2 partners to sign
- For Financial Institution/Bank, Swift message is required
- For Association/clubs/school/management committee, refer to Minutes of Meeting OR Chairman + Director / Chairman + Treasurer / 2 Directors to sign

11. FOR BANK USE			
Signature Verified/Date	Maker/Date	Checker/Date	Contacted Customer/Date
Change Address	Remarks		