

## 1 Complete the Business Account application form

## 2 What you need to bring

	Private Limited	Partnership / Limited Partnership	Limited Liability Partnership	Sole Proprietor	Association/Club/ Society/School/MCST/ Religious Organisation
OCBC Business Account application form	✓	✓	✓	✓	✓
Minimum deposit in cash or cheque	✓	✓	✓	✓	✓
Certified true copies of NRIC/Passport of all Authorised Signatories/Directors/Partners/Office Bearers/Ultimate Beneficial Owners/ Velocity@ocbc Authorisers	✓	✓	✓	✓	✓
A bank staff, corporate secretary or notary public can certify.					
Certified true copies of residential address proof e.g. NRIC, Telco bill, Bank statement of all Authorised Signatories/Directors/Partners/Office Bearers/Ultimate Beneficial Owners/Velocity@ocbc Authorisers (Bill dated within last 3 months from date of application)	✓	✓	✓	✓	✓
Certified true copy of Constitution of the Company	✓				
Certified true copy of By-Laws of Society/ Association/Club					✓
Certified true copy of Minutes of Meeting of Management Committee (Signed by 2 office bearers of different functions)					✓ #
Board Resolution (bank's standard/ company's) signed by any 2 Directors or Director & Company Secretary	✓		✓ ^		

## 3 Who needs to be present

The following signatories must be present with their NRIC/Passports at OCBC Bank branch at point of account opening.



Any 2 Directors (unless otherwise specified in Board Resolution)



All Partners (For Partnership only)



Any 2 Partners



Business Owner



Any 2 Office Bearers



All General Partners (For Limited Partnership only)

^ LLP to also submit their LLP Partnership Agreement, if available.

# To include authorisation to open and close accounts with the Bank and appointment of authorised signatories.

For help



Please call our Business Banking Commercial Service Centre at (65) 6538 1111

OR



Email us at BizInteract@ocbc.com

All information is required unless stated.

## 1 Business details ▶ Please attach ACRA Business Profile

Registered name of business Business registration number

Office number ▶ + (country code) - (area code, for non SG number) - (contact number) Fax number

Nature of business ▶ Please describe your business activity GST registered  
  Yes  No

Country of domicile ▶ Where is your business operating in?

Business type ▶ Select one

Sole Proprietorship  Public Company  
 Partnership  Association/Club/Society/School/MCST/Religious Organisation  
 Private Limited  Others

Contact Person ▶ Authorised to receive communication from us and to communicate customer information to us for all accounts under the same company

NRIC/Passport number Email address

Mobile number ▶ + (country code) - (contact number) Office number ▶ + (country code) - (area code, for non SG number) - (contact number)

Secondary Contact Person

NRIC/Passport number Email address

Mobile number ▶ + (country code) - (contact number) Office number ▶ + (country code) - (area code, for non SG number) - (contact number)

## 2 Type of account

<p><b>Singapore Dollar Accounts</b>  <small>▶ Select accordingly</small></p> <p> <input type="checkbox"/> Business Growth Account  <input type="checkbox"/> Business Entrepreneur Account Plus  <input type="checkbox"/> SGD Fixed Deposit Account  <input type="checkbox"/> SGD Chequing Account  <input type="checkbox"/> Others <input type="text"/> </p>	<p><b>Foreign Currency Accounts</b>  <small>▶ Select accordingly</small></p> <p> <input type="checkbox"/> Multi-Currency Business Account <small>.....</small> <input type="checkbox"/> USD <input type="checkbox"/> AUD <input type="checkbox"/> JPY <input type="checkbox"/> Other currency <input type="text"/>  <input type="checkbox"/> Call Deposit Account <small>.....</small> <input type="checkbox"/> AUD <input type="checkbox"/> JPY <input type="checkbox"/> GBP <input type="checkbox"/> Other currency <input type="text"/>  <input type="checkbox"/> Fixed Deposit Account <small>.....</small> <input type="checkbox"/> USD <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> Other currency <input type="text"/>  <input type="checkbox"/> USD Chequing Account  <input type="checkbox"/> Others <input type="text"/> </p>
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## 3 Account particulars

<p>Accounts to be used for <small>▶ Tick one</small></p> <p> <input type="checkbox"/> Business operations  <input type="checkbox"/> Investment  <input type="checkbox"/> Others <input type="text"/> </p>	<p>Source of capital /revenue /wealth <small>▶ Tick one or more</small></p> <p> <input type="checkbox"/> Business income  <input type="checkbox"/> Capital contribution  <input type="checkbox"/> Others <input type="text"/> </p>	<p>Account name <small>▶ If different from registered name</small>  <input type="text"/></p> <p>Mailing address <small>▶ If different from registered address</small>  <input type="text"/></p> <p>Postal Code <input type="text"/></p>
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## 4 Important note

**Deposit Insurance Scheme**  
 Singapore dollar deposits of non-bank depositors and monies and deposits denominated in Singapore dollars under the Supplementary Retirement Scheme are insured by the Singapore Deposit Insurance Corporation, for up to S\$75,000 in aggregate per depositor per Scheme member by law. Foreign currency deposits, dual currency investments, structured deposits and other investment products are not insured.

## 5 Sign up for PayNow and SGQR

- ▶ **PayNow** is a service that allows you to receive money using your Unique Entity Number (UEN) without the sender having to indicate your account number. You can also generate a PayNow QR code from our Business Mobile Banking app after we sign up PayNow for your company/business to receive money.
- ▶ **Singapore Quick Response Code (SGQR)** help you to combine multiple QR payment options, including PayNow QR, into one. All QR payment options accepted by your business will be displayed on your SGQR label.
- ▶ **After you have signed up for PayNow, and if you want an SGQR label, we are able to create a new label or update your existing label for you to receive money easily.** If you need an SGQR label, please request from us. However, if you would like to print the label yourself, please follow the printing specifications found at [www.ocbc.com/business-SGQRprintspecc](http://www.ocbc.com/business-SGQRprintspecc)

### Sign up for PayNow

I/We consent to Oversea-Chinese Banking Corporation Limited to sign up my Singapore-incorporated company/business for the PayNow service and linking my Unique Entity Number (UEN) (the "PayNow Proxy") with my Singapore dollar business current account. If the Unique Entity Number (UEN) for my company/business is already signed up, the bank will not proceed with such sign up.

I/We do not wish to sign up for PayNow service.

### Sign up for SGQR

I/We consent to Oversea-Chinese Banking Corporation Limited to sign up my/our PayNow Proxy with the central repository for the SGQR to facilitate payment collection from my/our customers to me/us through the SGQR. If my/our information provided for SGQR sign up is incomplete or not accurate or if I/we did not sign up for PayNow, the bank will not proceed with such sign up.

\*Note:

View your SGQR label online after your Velocity@ocbc account has been set-up. Sticker label(s) will be mailed to your company within 10 working days. If you need more sticker label(s), login to OCBC Business Mobile Banking app or Velocity@ocbc (<http://velocity.ocbc.com>) to request.

Create new SGQR label

Name on label for outlet 1 ▶ *Max 25 characters including spaces*

\_\_\_\_\_

(Outlet name to be displayed on SGQR label eg. Growerzk Co. Tiong Bahru)

Postal Code                      Level & Unit Number

\_\_\_\_\_ - \_\_\_\_\_

Terminal ID ▶ *Optional. Number and alphabets only*

\_\_\_\_\_

Reference ▶ *Optional. Max 22 characters including spaces*

Q | S | \_\_\_\_\_

(This information will appear on your bank statement and cannot be edited by payee. Avoid using special characters)

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Name on label for outlet 2 ▶ *Max 25 characters including spaces*

\_\_\_\_\_

(Outlet name to be displayed on SGQR label eg. Growerzk Co. Tiong Bahru)

Postal Code                      Level & Unit Number

\_\_\_\_\_ - \_\_\_\_\_

Terminal ID ▶ *Optional. Number and alphabets only*

\_\_\_\_\_

Reference ▶ *Optional. Max 22 characters including spaces*

Q | S | \_\_\_\_\_

(This information will appear on your bank statement and cannot be edited by payee. Avoid using special characters)

Update existing SGQR label

SGQR ID ▶ *Mandatory 12 characters*

\_\_\_\_\_

The SGQR ID can be found at the top right corner of your existing label

Name on label for outlet 1 ▶ *Max 25 characters including spaces*

\_\_\_\_\_

(Outlet name to be displayed on SGQR label eg. Growerzk Co. Tiong Bahru)

Reference ▶ *Optional. Max 22 characters including spaces*

Q | S | \_\_\_\_\_

(This information will appear on your bank statement and cannot be edited by payee. Avoid using special characters)

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SGQR ID ▶ *Mandatory 12 characters*

\_\_\_\_\_

The SGQR ID can be found at the top right corner of your existing label

Name on label for outlet 2 ▶ *Max 25 characters including spaces*

\_\_\_\_\_

(Outlet name to be displayed on SGQR label eg. Growerzk Co. Tiong Bahru)

Reference ▶ *Optional. Max 22 characters including spaces*

Q | S | \_\_\_\_\_

(This information will appear on your bank statement and cannot be edited by payee. Avoid using special characters)

I/We do not wish to sign up for SGQR

## 6 Declaration of Beneficial Ownership of Company and Authorised Signatories

Please list the Beneficial Owner(s) and Authorised Signatories below:

▶ **Beneficial Owner:** Person(s) who ultimately own and/or control the management of the company.

Please tick here if the entity is listed on the Singapore Exchange Securities Trading Limited (SGX) and/or financial institutions supervised by the Monetary Authority of Singapore. Beneficial Ownership Declaration not applicable for such entities.

I/We declare that the following person(s) ultimately own and/or control the management of the company. I/We also acknowledge and confirm that OCBC Bank shall be entitled to rely on my/our declaration below on the identity(ies) of and information relating to the beneficial owner(s) of the Account.

*If the list is more than the spaces provided, please attach list. Please furnish certified true copies of their identity documents and proof of address.*

▶ **Authorised Signatories:** Authorised to operate the account by way of cheques, orders to pay, bills of exchange and any other instruments drawn, signed, endorsed or accepted or made on our behalf.

Important: Please provide Certified True Copies of ID Documents and Proof of Address for all Beneficial Owner and Authorised Signatory.

<p>Full Name ▶ <i>As per NRIC/Passport</i></p> <input style="width: 95%;" type="text"/> <p>NRIC/Passport number                      Designation / Title</p> <input style="width: 45%;" type="text"/> <input style="width: 45%;" type="text"/> <p><input type="checkbox"/> Beneficial Owner</p> <p><input type="checkbox"/> Authorised Signatory ▶ <i>Please provide your signature below</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; height: 40px;"></td> <td style="width: 20%; text-align: center;">Grouping if applicable</td> </tr> <tr> <td colspan="2"> <p>Mobile number ▶ <i>+(country code) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Office number ▶ <i>+(country code) - (area code, for non SG number) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Email address</p> <input style="width: 95%;" type="text"/> </td> </tr> </table>		Grouping if applicable	<p>Mobile number ▶ <i>+(country code) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Office number ▶ <i>+(country code) - (area code, for non SG number) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Email address</p> <input style="width: 95%;" type="text"/>		<p>Full Name ▶ <i>As per NRIC/Passport</i></p> <input style="width: 95%;" type="text"/> <p>NRIC/Passport number                      Designation / Title</p> <input style="width: 45%;" type="text"/> <input style="width: 45%;" type="text"/> <p><input type="checkbox"/> Beneficial Owner</p> <p><input type="checkbox"/> Authorised Signatory ▶ <i>Please provide your signature below</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; height: 40px;"></td> <td style="width: 20%; text-align: center;">Grouping if applicable</td> </tr> <tr> <td colspan="2"> <p>Mobile number ▶ <i>+(country code) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Office number ▶ <i>+(country code) - (area code, for non SG number) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Email address</p> <input style="width: 95%;" type="text"/> </td> </tr> </table>		Grouping if applicable	<p>Mobile number ▶ <i>+(country code) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Office number ▶ <i>+(country code) - (area code, for non SG number) - (contact number)</i></p> <input style="width: 95%;" type="text"/> <p>Email address</p> <input style="width: 95%;" type="text"/>	
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### Signing condition

Singly                       Any two jointly                       Grouping and signing limits as follows (Please specify the currency and amount)

### If applying for multiple accounts,

Signing condition applies for all accounts in this form                       No, please specify

# Declaration of Beneficial Ownership of Company and Authorised Signatories

Please list the Beneficial Owner(s) and Authorised Signatories below:

▶ **Beneficial Owner:** Person(s) who ultimately own and/or control the management of the company.

Please tick here if the entity is listed on the Singapore Exchange Securities Trading Limited (SGX) and/or financial institutions supervised by the Monetary Authority of Singapore. Beneficial Ownership Declaration not applicable for such entities.

I/We declare that the following person(s) ultimately own and/or control the management of the company. I/We also acknowledge and confirm that OCBC Bank shall be entitled to rely on my/our declaration below on the identity(ies) of and information relating to the beneficial owner(s) of the Account.

*If the list is more than the spaces provided, please attach list. Please furnish certified true copies of their identity documents and proof of address.*

▶ **Authorised Signatories:** Authorised to operate the account by way of cheques, orders to pay, bills of exchange and any other instruments drawn, signed, endorsed or accepted or made on our behalf.

Important: Please provide Certified True Copies of ID Documents and Proof of Address for all Beneficial Owner and Authorised Signatory.

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**Signing condition**

- Singly                     
  Any two jointly                     
  Grouping and signing limits as follows (Please specify the currency and amount)

**If applying for multiple accounts,**

- Signing condition applies for all accounts in this form                     
  No, please specify

**7 Agreement** ▶ To be signed by person(s) authorised to open the Account(s)

**To: Oversea-Chinese Banking Corporation Limited (“OCBC Bank”)**

I/We request OCBC Bank to open the above account(s) (the “Account(s)”). I/We have received and read a copy of the Business Account Terms and Conditions (available at all OCBC Bank branches and at <http://www.ocbc.com>) and have fully understood its contents. I/We agree to abide and be bound by them and any amendments, alterations and additions thereto as may from time to time be made.

I/We confirm that all the information I/we have provided is true, accurate and complete and I/we have not withheld any information. I/we undertake to keep OCBC Bank informed in writing, within 30 days, of any changes in circumstances that may cause any of the information in this application to become incorrect or incomplete and also undertake to provide any other additional information as may be required by OCBC Bank and/or applicable law.

I/We declare that any funds and assets I/we place with the bank and any profits that they generate, will comply with the tax laws of the countries where I/we live or of which I/we am/are citizen(s) or which I/we am/are otherwise subject to.

I/We consent to disclosures as provided therein and agree that all payments be debited from the Account(s).

I/We hereby certify and confirm that the person(s) whose signature(s) appear in the Authorised Signatories section above and acting according to the signing condition/mandate indicated therein are authorised to draw, sign, endorse, accept or make for or on my/our behalf all cheques, bills of exchange, orders to pay and any other instruments (even if, where permitted by OCBC Bank the relevant account is or will become overdrawn) in respect of or in connection with the Account, even though the payment is for the benefit of any director, employee, authorised person/signatory or individual order of any signing person without OCBC Bank having to enquire into the circumstances or being liable in any way in respect of such payment and OCBC Bank be and is authorised to honour any such cheques, bills of exchange, orders to pay and any other instruments.

The person(s) whose information appear(s) in the Authorised User section in this application booklet 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 our behalf and all such transactions shall be binding and conclusive on me/us.

For company/association/club/society: We confirm that the company/association/club/society is not insolvent, wound up nor placed in liquidation, judicial management or receivership.

For partnerships: We agree that we shall be jointly and severally responsible and liable to OCBC Bank for all monies owing and liabilities incurred to OCBC Bank by us or any of us whether in the name of or on behalf of the partnership firm or otherwise. Upon any partner ceasing to be a member of the partnership firm by death, bankruptcy, retirement or otherwise, OCBC Bank shall treat the surviving or continuing partner or partners for the time being as having full power to carry on the business of the partnership firm and to deal with its assets, as if there had been no change in the partnership firm.

Where personal data relating to me/us is or will be collected (including by way of recorded voice calls), used or disclosed by OCBC Bank, its related corporations (collectively, the “OCBC Group”) and/or their respective business partners and agents (collectively, the “OCBC Representatives”), I/we further agree and consent to the terms of OCBC Bank’s Data Protection Policy, available at [www.ocbc.com/business-policies](http://www.ocbc.com/business-policies) or upon request.

Where personal data relating to any individuals is or will be collected (including by way of recorded voice calls), used or disclosed by OCBC Group and/or the OCBC Representatives, I/we confirm that with respect to any personal data of individuals disclosed to the OCBC Group and/or OCBC Representatives, the individuals to whom the personal data relates have agreed and consented to the terms of OCBC Bank’s Data Protection Policy, available at [www.ocbc.com/business-policies](http://www.ocbc.com/business-policies) or upon request.

I/We agree and consent to the terms of OCBC Bank’s (I) FATCA Policy and (II) CRS Policy, available at [www.ocbc.com/business-policies](http://www.ocbc.com/business-policies) or upon request, which may require the reporting of information supplied by me/us to relevant tax authorities.

I/We confirm that with respect to any personal data of the Beneficial Owner disclosed to the OCBC Group and/or the OCBC Representatives, the Beneficial Owner has agreed and consented to the terms of OCBC Bank’s (I) FATCA Policy and (II) CRS Policy, available at [www.ocbc.com/business-policies](http://www.ocbc.com/business-policies) or upon request, which may require the reporting of information supplied by me/us to relevant tax authorities.

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

Signature

Authorised person

Name

Date ▶ DD / MM / YY

Signature

Authorised person

Name

Date ▶ DD / MM / YY

Signature

Authorised person

Name

Date ▶ DD / MM / YY

For bank’s use				
<input type="checkbox"/> Industry code <input style="width: 100%; height: 15px;" type="text"/>	<input type="checkbox"/> Secondary Industry code <input style="width: 100%; height: 15px;" type="text"/>	Remarks	Attended by	Authorised by



All information is required unless stated.

To: Oversea-Chinese Banking Corporation Limited

CERTIFIED COPY OF RESOLUTION passed at a Meeting of the Board of Directors of \_\_\_\_\_  
\_\_\_\_\_ (the "Company"), duly convened (at which a quorum was acting throughout) on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

## Appointment of Oversea-Chinese Banking Corporation Limited as banker

- A RESOLVED that Oversea-Chinese Banking Corporation Limited (the "Bank") be and it is hereby appointed banker of the Company.

## Appointment of authorised persons

- B RESOLVED that the authorised persons specified in the Appendix hereto and acting according to the signing mandate indicated therein be and are hereby authorised on behalf of the Company (please refer to the Appendix hereto for the authorised persons and signing conditions):

i Open and Close Accounts

To approve and open with the Bank any number of accounts (the "Accounts"), now or at any time hereafter (the "Account Applications") for and on behalf of the Company subject to and in accordance with the terms and conditions governing such accounts, as amended from time to time by the Bank, and to execute any and all documents in connection therewith or incidental thereto, including any amendment thereto and to give instructions to close any Accounts;

ii Apply for Account and Banking Services

To apply for any service (the "Services") mentioned below and provide related instructions:

- custodial services
- electronic services
- cash management services
- remittance and payment services
- trade related services
- any other services or transactions

In respect of or in connection with any account opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, the relevant Accounts and the Bank shall be authorised to act on and accept as duly signed for the Company any application ("Services Application") (subject to and in accordance with the Bank's terms and conditions set out in such application) and all other documents requested by the Bank in connection with or incidental to the transaction or provision of such services (including but not limited to the operation of accounts in any manner, other than by original written signature, by facsimile transmission, electronic means or otherwise and the use of Personal Identification Numbers (PINs), telephones, computer terminals or other means) and in this connection to deliver to the Bank, on behalf of the Company, guarantees or indemnities or any other security in form and substance acceptable to the Bank, if the same are signed by the directors/authorised persons specified in the Appendix hereto and acting according to the signing mandate indicated therein provided always that, if the Bank receives any instructions which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions from the Company.

iii Appointment of Authorised Users of the Respective Services

To appoint, certify and confirm to the Bank in the respective Services Applications or any letter of instruction the names of the person(s) (whether from the Company or otherwise), their particulars and the offices respectively held by them, together with specimens of their signatures who are appointed as the Authorised Users of the respective Services subject to the terms and conditions governing such Services and the Bank shall be authorised to act on and accept any instructions given, and transactions entered into by any of the Authorised Users for and in connection with such Service(s), subject to and in accordance with the Bank's terms and conditions governing such Services, by original written signature, by facsimile transmission, electronic means or otherwise and the use of Personal Identification Numbers (PINs), telephones, computer terminals or other means which the Bank may permit for such Service(s) and all such instructions and transactions shall be deemed to be binding and conclusive on the Company.

iv Appointment of Authorised Signatories

To appoint, certify and confirm to the Bank the names of the person(s) of the Company who are appointed as the Authorised Signatories of any accounts opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, the relevant Accounts and/or Services in the respective Account Applications and/or Services Applications subject to the terms and conditions governing such accounts or services and the offices respectively held by the Authorised Signatories, together with specimens of their signatures and signing limits and conditions.

v Borrowing and Granting Security

- a. To borrow money and obtain banking or other credit facilities or accommodation (including but not limited to loan, overdraft, discounting of bills, letter of credit facility, releasing of documents against trust receipts, banker's guarantee/standby letters of credit, shipping guarantees) for the Company, whether alone or jointly and/or severally with any of its subsidiaries or affiliates, on any terms and to incur, sign, make, give and or deliver on behalf of the Company notes, drafts, acceptances, instruments of guarantee, agreements, forms of deposit and withdrawal, letters or rights of set off, charges over deposit and any other obligations, undertakings, instructions, indemnities, and counter indemnities and any other documents which may be required by the Bank in such form satisfactory to the Bank in connection with the Company's business or the banking or other credit facilities now or hereafter offered or granted by the Bank to the Company or with any and all indebtedness and/or liabilities of the Company to the Bank now or hereafter incurred;
- b. To pledge, mortgage, charge or assign and/or deliver on any terms, as security for money now or hereafter borrowed or credit now or hereafter obtained (whether alone or jointly and/or severally with any of its subsidiaries or affiliates) from the Bank all or any of the assets of the Company including but not limited to stocks, bonds, bills receivable, accounts, mortgages, merchandise, bill-of-lading, warehouse receipts, insurance policies, certificates, and any other property held by or belonging to the Company with full authority to endorse, assign or guarantee the same in the name of the Company;



- c. To discount any bills receivable or any document held by the Company with full authority to endorse the same in the name of the Company; and
- d. To withdraw from the Bank and give receipts for and deal with or to authorise the Bank to deliver to bearer or to one or more designated persons, all or any documents and securities or other property held by it, whether held as collateral security or for safekeeping or for any other purpose.

**vi Verification of Specimen Signatures, Notification of Change in Authorised Persons**

To appoint, certify and confirm to the Bank the names of the authorised persons specified in the Appendix hereto, the Authorised Users referred to in Clause B(iii) and the Authorised Signatories referred to in Clauses B(iv) and (C) (collectively, the "Authorised Persons") and the offices respectively held by them, together with specimens of their signatures, and in case of any future change of any of the Authorised Persons or their respective signing conditions and/or limits, the fact of such change and the names of any new or replacement Authorised Person(s) (the "New Authorised Person(s)") and the offices respectively held by them, together with specimens of their signatures; and the Bank be, and hereby is, authorised to honour any instrument signed by any New Authorised Persons in respect of whom it has received any such certificate or certificates with the same force and effect as if said person or persons were named in the foregoing resolution in addition to or in the place of any person or persons who is/are deleted from the list of the Authorised Persons certified in the Appendix hereto or any of the Account or Service Applications.

**Appointment of Authorised Signatories**

- C **RESOLVED** that the person(s) who is/are appointed as the Authorised Signatories in accordance with and pursuant to Clause B(iv) above and acting according to the signing mandate indicated in the respective Account Applications and/or Services Applications be and are hereby authorised to draw, sign, endorse, accept or make for or on behalf of the Company all cheques, bills of exchange, orders to pay and any other instruments (even if, where permitted by the Bank the relevant account is or will become overdrawn) in respect of or in connection with the relevant account opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, such Account and/or the Services even though the payment is for the benefit of any director, employee, authorised signatory or individual order of any signing person without the Bank having to enquire into the circumstances or being liable in any way in respect of such payment and the Bank be and is authorised to honour any such cheques, bills of exchange, orders to pay and any other instruments, accept and credit to the account of the Company all monies deposited with or owing by the Bank on any account or accounts at any time or times kept or to be kept in the name of the Company and the amount of all cheques, notes, bills, other negotiable instruments, orders or receipts.

**Execution of Deeds**

- D **RESOLVED**, that authority be and is hereby given to execute any document described or expressed as a deed (without affixing a common seal onto such document) by any two Directors or a Director and the Company Secretary of the Company.

**Certification and communication of resolutions**

- E **RESOLVED**,
  - i. That a copy of any resolution of the Board of Directors if purporting to be certified as correct by any two Directors of the Company or by a Director and the Company Secretary be, as between the Company and the Bank, conclusive evidence of the passing of the resolution so certified; and
  - ii. That this resolution be communicated to the Bank and remain in force until notice in writing be given to the Bank by any two Directors of the Company or by a Director and the Company Secretary and that until such notice in writing is actually received, the Bank shall be indemnified and kept harmless from any loss suffered or liability incurred by it in continuing to act in pursuance of this resolution.

We, \_\_\_\_\_ and \_\_\_\_\_, as Director(s) /Company Secretary hereby certify that the foregoing resolutions (A) have been duly entered in the minute book and signed by the Chairman, (B) are still in force, (C) do not exceed the objects or powers of the Company or the powers of the directors to enter into them.

We further certify that the present officers of the Company and persons authorised as aforesaid and the job titles respectively held by them and their respective signatures are as shown in the Appendix.

Dated this \_\_\_\_ day of \_\_\_\_ 20\_\_\_\_.

Signature

Name

Director

Signature

Name

Director/Company Secretary ▶ Delete where applicable



All information is required unless stated.

Company name

Resolution passed at the meeting of the Board of Directors on

▶ DD / MM / YY

\_\_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please fill in the numbers accordingly

Any \_\_\_\_\_ of the following person(s) are authorised to open and close accounts, apply for account and banking services, borrow and create security and appoint and certify authorised users and persons for or on behalf of the Company subject to and in accordance with the resolutions to which this list is attached.

**Personal particulars**

Signature ▶ Please sign within the box

Name  
 \_\_\_\_\_  
 NRIC/Passport number Country of issue  
 \_\_\_\_\_  
 Designation/Title  
 \_\_\_\_\_

Signature box

Name  
 \_\_\_\_\_  
 NRIC/Passport number Country of issue  
 \_\_\_\_\_  
 Designation/Title  
 \_\_\_\_\_

Signature box

Name  
 \_\_\_\_\_  
 NRIC/Passport number Country of issue  
 \_\_\_\_\_  
 Designation/Title  
 \_\_\_\_\_

Signature box

Name  
 \_\_\_\_\_  
 NRIC/Passport number Country of issue  
 \_\_\_\_\_  
 Designation/Title  
 \_\_\_\_\_

Signature box

Name  
 \_\_\_\_\_  
 NRIC/Passport number Country of issue  
 \_\_\_\_\_  
 Designation/Title  
 \_\_\_\_\_

Signature box

Signature

Signature

Name  
 \_\_\_\_\_

Name  
 \_\_\_\_\_

Director

Director/Company Secretary ▶ Delete where applicable

**(This page is meant to be left blank intentionally.)**

## What is this form about?

This is a self-certification form ("Certification Form") that you will need to complete and provide to Oversea-Chinese Banking Corporation Limited ("OCBC Bank" or "the Bank") for the purpose of complying with relevant tax regulations to enable the automatic exchange of financial account information ("AEOI"). The data collected may be reported by the Bank, directly or indirectly, to relevant tax authorities.

The Bank does not and cannot provide any tax advice. If you have any questions about how to complete this form, please consult your tax advisor. This form is intended to assist the Customer and the Bank in identifying and classifying each account holder's tax status and to complete the documentation necessary for compliance with relevant AEOI tax regulations, including the US Foreign Account Tax Compliance Act ("FATCA") and the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information in Tax Matters, as implemented in relevant jurisdictions ("CRS").

If you are a Singapore government entity or is wholly owned by a Singapore government entity, there is no need for you to complete this form.

## Which form should you complete?

Form	Who should be completing this form?
<b>Entity Tax Declaration Form</b>	<ul style="list-style-type: none"> <li>• Business entities (e.g. Pte Ltd &amp; Partnerships that are non-financial entities)</li> <li>• Sole-proprietorships owned by <u>business entity</u></li> <li>• Foreign central banks, foreign government entities &amp; international organisations</li> <li>• Non-profitable organisations (including charitable trusts)</li> <li>• Financial Institution (i.e. depository, custodial, investment entity or specified insurance company)</li> <li>• Legal arrangements similar to trusts</li> </ul>
<b>Individual Tax Declaration Form</b>	<ul style="list-style-type: none"> <li>• Sole-proprietorships owned by an <u>individual</u></li> </ul>

## What you must do?

For Singapore customer(s), please mail the completed forms to us, using the Business Reply Service Slip at the back of the form.

**OR**

For Overseas customer(s), please mail the completed forms to:

**OVERSEA-CHINESE BANKING CORPORATION LIMITED**  
 Account Services  
 BRAS BASAH POST OFFICE  
 Locked Bag Service No. 8  
 Singapore 911886

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All information is required unless stated.

## Entity Tax Declaration Form

- Business entities (e.g. Pte Ltd & Partnerships that are non-financial entities)
- Sole-proprietorships owned by business entity
- Foreign central banks, foreign government entities & international organisations
- Non-profitable organisations (including charitable trusts)
- Financial Institution (i.e. depository, custodial, investment entity or specified insurance company)
- Legal arrangements similar to trusts

### 1 Your business details

▶ If you are a Sole-proprietorship owned by business entity, please provide the Sole-proprietorship owner's (the business entity's) details.

Registered name ("the Entity")

Business registration number

\_\_\_\_\_

\_\_\_\_\_

Registered Address

Country

Postal Code

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

▶ If you are a Sole-proprietorship owned by business entity, please provide the Sole-proprietorship's details as well.

Registered name ("the Sole-proprietorship")

Business registration number

\_\_\_\_\_

\_\_\_\_\_

### 2 Entity Type ▶ Select by ticking one of the following statements that best describes the Entity

- ▶ If you are a Sole-proprietorship owned by business entity, please provide the Sole-proprietorship owner's (the business entity's) FATCA and CRS status.
- ▶ If the Entity is not a Financial Institution, please refer to options A1 to A5.
- ▶ If the Entity is a Financial Institution, please refer to options B1 to B4.

#### A. The Entity is not a Financial Institution<sup>1</sup>

Option	Description	CRS Status	FATCA Status <i>(not applicable for U.S. person)</i>
A1. <input type="checkbox"/>	<p><b>Active Business</b></p> <ul style="list-style-type: none"> <li>• derives less than 50% of its gross income (for the previous calendar year) from passive income<sup>2</sup> such as investments, dividends, interest, rents or royalties; and</li> <li>• has less than 50% of its assets being used to produce passive income<sup>2</sup> for the previous calendar year.</li> </ul> <p><b>OR</b></p> <p><b>Charity and Non-Profit Organisation<sup>3</sup></b></p> <ul style="list-style-type: none"> <li>• is a Charity or Non-Profit Organisation (including charitable trusts)</li> </ul> <p><b>OR</b></p> <p><b>Entities in Liquidation / Reorganisation</b></p> <ul style="list-style-type: none"> <li>• is not a Financial Institution<sup>1</sup> in the past five years, and</li> <li>• is in the process of liquidating its assets, or is reorganising with the intent to continue or recommence operations in a business other than that of a Financial Institution<sup>1</sup></li> </ul> <p><b>OR</b></p> <p><b>Holding Group Service Company</b></p> <ul style="list-style-type: none"> <li>• substantially all of its activities consist of holding (in whole or in part) the outstanding stock of, and providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution<sup>1</sup>, and</li> <li>• does not operate as an investment fund, such as private equity fund, venture capital fund, leveraged buyout fund or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets</li> </ul> <p><b>OR</b></p> <p><b>Treasury / Financing Centre of Corporate Groups</b></p> <ul style="list-style-type: none"> <li>• primarily engages in financing and hedging transactions with, or for, Related Entities<sup>5</sup> that are not Financial Institutions<sup>1</sup>, and</li> <li>• the group of such Related Entities<sup>5</sup> is primarily engaged in a business other than that of a Financial Institution, and</li> <li>• does not provide financing or hedging services to any entity that is not a Related Entity<sup>5</sup></li> </ul> <p>▶ Section 5: Controlling Person(s) is <b>NOT</b> required</p>	Active NFE	Active NFFE

Option	Description	CRS Status	FATCA Status <i>(not applicable for U.S. person)</i>
A2. <input type="checkbox"/>	<b>Public Sector Entity</b> <ul style="list-style-type: none"> <li>• is any one of the following: <ul style="list-style-type: none"> <li>i. Foreign Central Banks</li> <li>ii. Foreign Government Agencies / Public Sector Entities</li> <li>iii. Foreign Statutory Boards / Owned by Statutory Boards</li> <li>iv. Foreign Embassies / Trade Representative Offices owned by Governmental Entities</li> <li>v. International Organisations</li> </ul> </li> </ul> <p>▶ Section 5: Controlling Person(s) is <b>NOT</b> required</p>	Governmental Entity	
A3. <input type="checkbox"/>	<b>Publicly Listed Company and its Related Entity<sup>5</sup></b> <ul style="list-style-type: none"> <li>• its stock is regularly traded on one or more established securities markets<sup>4</sup>, or</li> <li>• is a Related Entity<sup>3</sup> (in other words, a member) of an entity whose stock of which is regularly traded on an established securities market</li> </ul> <p>If yes, please indicate the required information below:</p> <p>Name of the securities market</p> <p>_____</p> <p>Name of entity regularly traded in above stated securities market (applicable only if the Entity is a Related Entity<sup>3</sup>)</p> <p>_____</p> <p>▶ Section 5: Controlling Person(s) is <b>NOT</b> required</p>	Active NFE - Regularly Traded	Active NFFE
A4. <input type="checkbox"/>	<b>Passive Investments</b> <ul style="list-style-type: none"> <li>• derives more than 50% of its gross income (for the previous calendar year) from passive income<sup>2</sup> such as investments, dividends, interests, rents or royalties; or</li> <li>• have more than 50% of its assets being used to produce passive income<sup>3</sup> for the previous calendar year</li> </ul>	Passive NFE	Passive NFFE
A5. <input type="checkbox"/>	<ul style="list-style-type: none"> <li>• is none of the above. Please seek professional tax advice and specify your classification below.</li> </ul> <p>_____</p>	Classification (please specify):	Please complete the relevant US IRS Form W-8/W-9 and submit it together with this form.

OR

B. The Entity is a Financial Institution <sup>1</sup>			
Option	Description	CRS Status	FATCA Status
B1. <input type="checkbox"/>	<b>Financial Institution – Depository Institution, Custodial Institution or Specified Insurance Company</b> <p>▶ Sections 3, 4 &amp; 5 are <b>NOT</b> required</p>	FI	
B2. <input type="checkbox"/>	<b>Investment Entity located in a Non-Participating Jurisdiction and managed by another Financial Institution</b> <p><i>E.g. Trust that is an Investment Entity where the trustee is located in a Non-Participating Jurisdiction</i></p>	FI – Investment Entity (Non-Participating)	Please complete the relevant US IRS Form W-8/W-9 and submit it together with this form.
B3. <input type="checkbox"/>	<b>Other Investment Entity (including Investment Entity located in a Participating Jurisdiction and managed by another Financial Institution)</b> <p><i>E.g. Trust including trustee-documented trust that is an Investment Entity where the trustee is located in a Participating Jurisdiction OR Asset Manager.</i></p> <p>▶ Sections 3, 4 &amp; 5 are <b>NOT</b> required</p>	FI – Investment Entity (Other)	
B4. <input type="checkbox"/>	<b>Trust that are not professionally managed by another Financial Institution</b> <p>OR</p> <b>Non-trust entities with arrangements similar to that of a trust.</b>	Passive NFE	

### 3 Your business's tax residency(ies)<sup>6</sup> ▶ Tick one or more

- ▶ If you are a Sole-proprietorship owned by business entity, please provide the Sole-proprietorship owner's tax residency(ies).
- ▶ If you are not a tax resident in any jurisdiction (e.g. fiscally transparent) indicate the jurisdiction in which your place of effective management is situated.
- ▶ If you have more than three countries/jurisdictions, please attach a separate sheet.

The Entity is a tax resident of

- Singapore ▶ Refer to business registration number for the taxpayer identification number (TIN).  
If not, please specify \_\_\_\_\_
- United States of America ▶ Please also complete the IRS W-9 form.
- Others ▶ Please complete the table below.

Country of Tax Residence <sup>6</sup>	Taxpayer Identification No. (TIN)	If no TIN, indicate reason <sup>7</sup> ▶ Tick only one
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> Others ▶ Please provide an explanation here _____

### 4 Indicators of other tax residency(ies)<sup>6</sup>

- ▶ If your country(ies) of incorporation / mailing address / domicile / trustee address differs from your declared country(ies) of tax residence in part 3, please select the applicable indicator(s) and provide a reasonable explanation(s).
- ▶ This includes the sole-proprietorship's details if you are a sole-proprietorship owned by business entity.

- Country(ies) of incorporation / registration  
▶ Please provide a government issued document of at least one of the country(ies) which you are a tax resident of.

Tick One

- The entity's place of effective management differs from its place of incorporation / registration.
- The entity is a branch and its head office is tax resident in the declared country of tax residence.
- The sole-proprietorship is set up by a service provider<sup>8</sup>
- Others ▶ Please provide an explanation here  
\_\_\_\_\_

▶ If your registered address(es) differs from your country incorporation / registration and is located in a jurisdiction that is not your tax residence, please provide an explanation below:

Tick One

- This is the address of my service provider<sup>8</sup>
- Others ▶ Please provide an explanation here  
\_\_\_\_\_

- Country(ies) of mailing addresses

Tick One

- This is the address of my service provider<sup>8</sup> / director / shareholder / authorised signatory.
- Others ▶ Please provide an explanation here  
\_\_\_\_\_

- Country of domicile (place of business)

Tick One

- This is where my service provider<sup>8</sup> is located
- My tax residency is determined by the place of incorporation. (only applicable if country of incorporation is one of the tax residency(ies)).
- Others ▶ Please provide an explanation here  
\_\_\_\_\_

- Country(ies) of trustee address (only applicable if entity is a trust)

Tick One

- The address provided is not in the same country as the Trustee's tax residency.
- Others ▶ Please provide an explanation here  
\_\_\_\_\_



## 5 Controlling Person(s)<sup>9</sup>

- ▶ You are only required to complete this section if you have selected one of the following entity types in section 2:
  - A4 – Passive NFE/NFFE
  - B2 – FI – Investment Entity (Non-Participating)
  - B4 – Passive NFE/NFFE
- ▶ If you have more than three controlling persons, please attach a separate sheet.

### Controlling Person 1

#### A Controlling Person's details

<b>Full Name</b>	<b>NRIC/Passport Number</b>	
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	
<b>Date of birth</b> ▶ DD / MM / YY		
<input style="width: 95%;" type="text"/>		
<b>Residential Address</b>	<b>Country</b>	<b>Postal code</b>
<input style="width: 95%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 20%;" type="text"/>

#### B Controlling Person's tax residency(ies)<sup>6</sup> ▶ Tick one or more

- ▶ If you have more than three countries/jurisdictions, please attach a separate sheet.

I am a tax resident of

- Singapore ▶ Refer to NRIC/FIN as attached. If TIN is not your NRIC/FIN, please specify:
- United States of America ▶ My TIN is
- Others ▶ Please complete the table below.

Country of Tax Residence <sup>6</sup>	Taxpayer Identification No. (TIN)	If no TIN, indicate reason <sup>7</sup> ▶ Tick only one
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input style="width: 80%;" type="text"/>
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input style="width: 80%;" type="text"/>
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input style="width: 80%;" type="text"/>

#### C Country of address outside tax residency(ies)<sup>6</sup>

- ▶ If your country of residential address differs from your declared country(ies) of tax residence above,
  - i. Please provide a passport, nationality identity card, or a government issued identification document of at least one of the countries which you are a tax resident of.
  - ii. Please provide a reasonable explanation below:

- Tick One
- This is one of my many addresses OR the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant).
  - Others ▶ Please provide an explanation here

#### D Controlling person type<sup>10</sup> ▶ Tick only one

##### Legal Person

▶ Only applicable for entity type A4 / B2 / B4

- Control by ownership
- Senior managing official
- Control by other means

##### Trust

▶ Only applicable for entity type B2 / B4

- Settlor                       Beneficiary
- Trustee                       Others
- Protector

##### Legal Arrangement (Non-trust)

▶ Only applicable for entity type B2 / B4

- Settlor-equivalent                       Beneficiary-equivalent
- Trustee-equivalent                       Others
- Protector-equivalent

## Controlling Person 2

### A Controlling Person's details

Full Name

NRIC/Passport Number

\_\_\_\_\_

Date of birth ▶ DD / MM / YY

\_\_\_\_/\_\_\_\_/\_\_\_\_

Residential Address

Country

Postal code

\_\_\_\_\_

### B Controlling Person's tax residency(ies)<sup>6</sup> ▶ Tick one or more

▶ If you have more than three countries/jurisdictions, please attach a separate sheet.

I am a tax resident of

Singapore ▶ Refer to NRIC/FIN as attached. If TIN is not your NRIC/FIN, please specify: \_\_\_\_\_

United States of America ▶ My TIN is \_\_\_\_\_

Others ▶ Please complete the table below.

Country of Tax Residence <sup>6</sup>	Taxpayer Identification No. (TIN)	If no TIN, indicate reason <sup>7</sup> ▶ Tick only one
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____

### C Country of address outside tax residency(ies)<sup>6</sup>

▶ If your country of residential address differs from your declared country(ies) of tax residence above,

- Please provide a passport, nationality identity card, or a government issued identification document of at least one of the countries which you are a tax resident of.
- Please provide a reasonable explanation below:

Tick  
One

This is one of my many addresses OR the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant).

Others ▶ Please provide an explanation here

\_\_\_\_\_

### D Controlling person type<sup>10</sup> ▶ Tick only one

#### Legal Person

▶ Only applicable for entity type A4 / B2 / B4

- Control by ownership
- Senior managing official
- Control by other means

#### Trust

▶ Only applicable for entity type B2 / B4

- Settlor  Beneficiary
- Trustee  Others
- Protector

#### Legal Arrangement (Non-trust)

▶ Only applicable for entity type B2 / B4

- Settlor-equivalent  Beneficiary-equivalent
- Trustee-equivalent  Others
- Protector-equivalent

## Controlling Person 3

### A Controlling Person's details

Full Name

NRIC/Passport Number

\_\_\_\_\_

Date of birth ▶ DD / MM / YY

\_\_\_\_/\_\_\_\_/\_\_\_\_

Residential Address

Country

Postal code

\_\_\_\_\_

### B Controlling Person's tax residency(ies)<sup>6</sup> ▶ Tick one or more

▶ If you have more than three countries/jurisdictions, please attach a separate sheet.

I am a tax resident of

Singapore ▶ Refer to NRIC/FIN as attached. If TIN is not your NRIC/FIN, please specify: \_\_\_\_\_

United States of America ▶ My TIN is \_\_\_\_\_

Others ▶ Please complete the table below.

Country of Tax Residence <sup>6</sup>	Taxpayer Identification No. (TIN)	If no TIN, indicate reason <sup>7</sup> ▶ Tick only one
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____
		<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here _____

### C Country of address outside tax residency(ies)<sup>6</sup>

▶ If your country of residential address differs from your declared country(ies) of tax residence above,

i. Please provide a passport, nationality identity card, or a government issued identification document of at least one of the countries which you are a tax resident of.

ii. Please provide a reasonable explanation below:

This is one of my many addresses OR the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant).

Others ▶ Please provide an explanation here

Tick One

\_\_\_\_\_

### D Controlling person type<sup>10</sup> ▶ Tick only one

#### Legal Person

▶ Only applicable for entity type A4 / B2 / B4

- Control by ownership
- Senior managing official
- Control by other means

#### Trust

▶ Only applicable for entity type B2 / B4

- Settlor  Beneficiary
- Trustee  Others
- Protector

#### Legal Arrangement (Non-trust)

▶ Only applicable for entity type B2 / B4

- Settlor-equivalent  Beneficiary-equivalent
- Trustee-equivalent  Others
- Protector-equivalent

**6 Agreement** ▶ To be signed by person(s) authorised to open the Account(s)

I/We confirm that all the information I/we have provided is true, accurate and complete and I/we have not withheld any information. I/We undertake to keep OCBC Bank informed in writing, within 30 days, of any changes in circumstances that may cause any of the information in this Certification Form to become incorrect or incomplete and also undertake to provide any other additional information as may be required by OCBC Bank and/or applicable law.

I/We agree and consent to the terms of OCBC Bank’s (I) Data Protection Policy, (II) FATCA Policy and (III) CRS Policy, available at [www.ocbc.com/business-policies](http://www.ocbc.com/business-policies) or upon request, which may require the reporting of information supplied by me/us to relevant tax authorities. The persons named and signing below are duly authorised to complete and sign this Certification Form for and on behalf of the Entity and the Controlling Person(s) (if applicable) and to submit this Certification Form to OCBC Bank.

Signature

Name ▶ As per NRIC/Passport

NRIC/Passport number

Date ▶ DD / MM / YY

Signature

Name ▶ As per NRIC/Passport

NRIC/Passport number

Date ▶ DD / MM / YY

Signature

Name ▶ As per NRIC/Passport

NRIC/Passport number

Date ▶ DD / MM / YY

1. **Financial Institution** means a Custodial Institution, a Depository Institution, an Investment Entity, or a Specified Insurance Company.
  - (a) **Custodial Institution** means any entity that **holds**, as a substantial portion of its business, **financial assets for the account of others**.
  - (b) **Depository Institution** means any entity that **accepts deposits** in the ordinary course of a **banking** or similar business.
  - (c) **Investment Entity** means any entity that conducts as a business (or is managed by an entity that conducts as a business) one or more of the three following activities or operations for or on behalf of a customer:
    - i. trading in money market instruments; foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading;
    - ii. individual and collective portfolio management; or
    - iii. otherwise investing, administering, or managing funds or money on behalf of other persons.
  - (d) **Specified Insurance Company** means any entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value insurance Contract or an Annuity Contract.
2. **Passive income** refers generally to the portion of gross income that consists of: dividends (including substitute dividend payments); interest; income equivalent to interest; rents and royalties (other than those derived in the active conduct of a trade or business conducted, at least in part, by employees); annuities; net gains from the sale of property that gives rise to passive income; net gains from certain transaction in commodities; net foreign currency gains; net income from notional principal contracts; amounts received under cash value insurance contracts; and amounts received by an insurance company in connection with its reserves for insurance and annuity contracts.
3. **Charity and Non-Profit Organisation** means an entity that meets ALL of the following criteria:
  - (a) It is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organisation, business league, chamber of commerce, labour organisation, agricultural or horticultural organisation, civic league or an organisation operated exclusively for the promotion of social welfare;
  - (b) It is exempt from income tax in its country of residence;
  - (c) It has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
  - (d) The applicable laws of the entity's country of residence or the entity's formation documents do not permit any income or assets of the entity to be distributed to, or applied for the benefit of, a private person or non-charitable entity other than pursuant to the conduct of the entity's charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the entity has purchased; and
  - (e) The applicable laws of the entity's country of residence or the entity's formation documents require that, upon the entity's liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organisation, or escheat to the government of the entity's country of residence or any political subdivision thereof.
4. An **established securities market** generally refers to a Securities exchange that; (i) is officially recognized, sanctioned, or supervised by a governmental authority of the foreign country in which the market is located; and (ii) has an annual value of shares traded on the exchange (or a predecessor exchange) exceeding \$1 billion during each of the three calendar years immediately preceding the year in which the determination is being made.
5. An entity is a **"Related Entity"** of another Entity if either entity controls the other entity, or two entities are under common control. For this purpose, control includes direct or indirect ownership of more than 50% of the vote or value in an entity.
6. **Tax residency** is defined by each country's local tax laws and may vary from that of another country. As such, it is possible for an entity or a person to be considered a tax resident in more than one jurisdiction. In the event of any doubt, please consult your tax advisor. Guidance on tax residency is also available at the following link: <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/>
7. The reason **"Country does not issue TIN"** means the declared country of tax residence does not issue TINs to its tax residents, under any circumstances. Where the declared country of tax residence does issue TINs to its tax residents but the account holder / controlling person has not been issued a TIN due to particular circumstances, **"Others"** should be selected (with an explanation provided) instead. The reason **"Country does not require the collection of TIN"** means the declared country of tax residence that issues the TINs does not require the TINs of its tax residents to be collected.
8. **Service Provider** may refer to a lawyer, corporate secretary, accountant, fund manager, fund administrator, etc.
9. **Controlling Person** is a natural person who exercises control over an entity. Where that entity is treated as a Passive Non-Financial Entity ("NFE") then a Financial Institution must determine whether such Controlling Persons are Reportable Persons. This definition corresponds to the term "beneficial owner" as described in Recommendation 10 and the Interpretative Note on Recommendation 10 of the Financial Action Task Force Recommendations (as adopted in February 2012).

10. Type of controlling person and its definition is listed below:

Type of Controlling Person	Description
Legal Person – Control by ownership	Individual who exercises control through ownership interest (e.g. owning more than 25% of the company in value or voting power).
Legal Person – Senior managing official	Individual who holds the position of senior managing official responsible for strategic decisions that fundamentally affect the business practices or general direction of the entity or exercises executive control over the daily or regular affairs of the legal person.
Legal Person – Control by other means	Individual who exercises control / is entitled to exercise control through other means (e.g. personal connections to persons in positions that possess ownership).
Trust – Settlor	Settlers are natural or legal persons who transfer ownership of their assets to trustees by means of a trust deed or similar arrangement.
Trust – Trustee	A trustee holds the legal title to the trust property and has a duty to administer and deal with the trust property in the interests of the beneficiaries in accordance with the terms agreed with the settlor upon set up of the trust.
Trust – Protector	A protector enforces and monitors the trustee's actions, such as overseeing investment decisions or authorising a payment to a beneficiary.
Trust – Beneficiary	Beneficiary or member of the class of beneficiaries.
Trust – Other	Other (e.g. individual who exercises control over another entity being the settlor/trustee/protector/beneficiary).
Legal Arrangement (non-trust) – Settlor-equivalent	Individual in a position equivalent/similar to settlor.
Legal Arrangement (non-trust) – Trustee-equivalent	Individual in a position equivalent/similar to trustee.
Legal Arrangement (non-trust) – Protector-equivalent	Individual in a position equivalent/similar to protector.
Legal Arrangement (non-trust) – Beneficiary-equivalent	Individual in a position equivalent/similar to beneficiary or member of the class of beneficiaries.
Legal Arrangement (non-trust) – Other-equivalent	Other (e.g. individual who exercises control over another entity being equivalent/similar to settlor/trustee/protector/beneficiary).

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All information is required unless stated.

## Individual Tax Declaration Form

- Sole-proprietorship owned by an individual

### 1 Owner details

Full Name NRIC/Passport Number

Country of Birth Date of birth ▶ DD / MM / YY  
  /  /

▶ If your country of birth is the U.S. and you are no longer a U.S. tax resident<sup>1</sup>, please provide the following documents:  
 i. Certificate of loss of nationality of the U.S.  
 ii. Form I-407

Residential Address Country Postal Code

### Your business details

Name of Sole-proprietorship Business registration number

### 2 Owner's tax residency(ies)<sup>2</sup>

- ▶ Please provide a passport, nationality identity card, or a government issued identification document of at least one of the country which you are a tax resident of.
- ▶ If you have more than three countries/jurisdictions, please attach a separate sheet.

I own the sole-proprietorship in my individual capacity and I am a tax resident of

Singapore ▶ Refer to NRIC/FIN as attached. If TIN is not your NRIC/FIN, please specify:

United States of America ▶ My TIN is

Others ▶ Please complete the table below.

Country of Tax Residence <sup>2</sup>	Taxpayer Identification No. (TIN)	If no TIN, indicate reason <sup>3</sup> ▶ Tick only one
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Country does not issue TIN. <input type="checkbox"/> Country does not require the collection of TIN. <input type="checkbox"/> No tax obligation (e.g. minor, retiree, new citizen) <input type="checkbox"/> Others ▶ Please provide an explanation here <input type="text"/>

### 3 Indicators of other tax residency(ies)<sup>2</sup>

▶ If your country(ies) of residential address / mailing address / registered address / domicile differs from your declared country(ies) of tax residence in part 2, please select the applicable indicator(s) and provide a reasonable explanation(s)

<input type="checkbox"/> Country(ies) of residential addresses	Tick One	<input type="checkbox"/> This is one of my many addresses OR the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant). <input type="checkbox"/> Others ▶ Please provide an explanation here _____
<input type="checkbox"/> Country(ies) of mailing address	Tick One	<input type="checkbox"/> This is one of my many addresses OR the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant). <input type="checkbox"/> Others ▶ Please provide an explanation here _____
<input type="checkbox"/> Country(ies) of registered addresses	Tick One	<input type="checkbox"/> This is the address of my trusted advisor / acquaintance. <input type="checkbox"/> Others ▶ Please provide an explanation here _____
<input type="checkbox"/> Country of domicile (place of business)	Tick One	<input type="checkbox"/> This is the address of a family member / relative / trusted acquaintance (e.g. professional advisor / accountant / personal assistant). <input type="checkbox"/> Others ▶ Please provide an explanation here _____

### 4 Agreement ▶ To be signed by owner in his/her individual capacity

I confirm that all the information I have provided is true, accurate and complete and I have not withheld any information. I undertake to keep OCBC Bank informed in writing, within 30 days, of any changes in circumstances that may cause any of the information in this Certification Form to become incorrect or incomplete and also undertake to provide any other additional information as may be required by OCBC Bank and/or applicable law.

I agree and consent to the terms of OCBC Bank's (I) Data Protection Policy, (II) FATCA Policy and (III) CRS Policy, available at [www.ocbc.com/businesspolicies](http://www.ocbc.com/businesspolicies) or upon request, which may require the reporting of information supplied by me to relevant tax authorities.

Signature

Date ▶ DD / MM / YY

\_\_\_\_/\_\_\_\_/\_\_\_\_

1. Definition of a U.S. Tax Resident
  - (a) A citizen or permanent resident of the United States (e.g. US Green Card holder or someone who meets the requirements to be considered a resident under the 'substantial presence test'); or;
  - (b) Any other person that is not a foreign person (as defined under US federal tax law).
2. **Tax residency** is defined by each country's local tax laws and may vary from that of another country. As such, it is possible for a person to be considered a tax resident in more than one jurisdiction. In the event of any doubt, please consult your tax advisor. Guidance on tax residency is also available at the following link: <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/>
3. The reason "**Country does not issue TIN**" means the declared country of tax residence does not issue TINs to its tax residents, under any circumstances. Where the declared country of tax residence does issue TINs to its tax residents but the account holder has not been issued a TIN due to particular circumstances, "**Others**" should be selected (with an explanation) instead. The reason "**Country does not require the collection of TIN**" means the declared country of tax residence that issues the TINs does not require the TINs of its tax residents to be collected.

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