

STEP 1

Complete the Business Account Application Form.

STEP 2

i. What you need to bring

	Private Limited	Limited Liability Partnership	Partnership/ Limited Partnership	Sole Proprietor	Society/Club/ Association
OCBC Business Account application form	✓	✓	✓	✓	✓
Board Resolution (bank's standard/company's)	✓	✓ [^]			
Certified true copy of Memorandum & Articles of Association (M&A)	✓				
Certified true copies of NRIC/Passport of All Authorised Signatories/ Partners/Office Bearers	✓	✓	✓	✓	✓
Certified true copy of By-Laws of Society/Association/Club					✓
Certified true copy of Minutes of Meeting of Management Committee					✓ [#]
Minimum deposit in cash or cheque	✓	✓	✓	✓	✓

[^]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.

ii. Certification of true copies

Photocopied documents must be certified true by signature from the following:

Private Limited	Any 2 Directors or Director & Company Secretary (For M&A, any Director or Company Secretary)
Limited Liability Partnership	Any 2 Partners
Limited Partnership	Any General Partner
Partnership	Any 2 Partners
Sole Proprietorship	Business Owner
Society/Club/Association	Any 2 Office Bearers

STEP 3

Signatories required to be present at bank branch for account opening

The following signatories must be present with their NRICs/Passports at OCBC Bank Branch at point of account opening:

Private Limited	Any 2 Directors (unless otherwise specified in board resolution)
Limited Liability Partnership	Any 2 Partners
Limited Partnership	All General Partners
Partnership	All Partners
Sole Proprietorship	Business Owner
Society/Club/Association	Any 2 Office Bearers

For assistance on your account application, please call our Business Banking Commercial Service Centre at (65) 6538 1111 or email us at BBCSC – Bizinteract@ocbc.com. For more information on the pricing, terms and conditions of our products and services, please visit www.ocbc.com



APPLICATION FORM FOR BUSINESS ACCOUNT

Note: Please complete in BLOCK LETTERS and tick where appropriate.
All fields are mandatory unless declared otherwise.

A/c No: _____
(For Bank use only)

TYPE OF ACCOUNT

Singapore Dollar Accounts:

- Business Entrepreneur A/c
 SGD Business Account
 SGD Chequing A/c
 SGD Fixed Deposit A/c
 Others _____ (Pls specify)

Foreign Currency Accounts:

- | | |
|---|---|
| Account Type | Currency |
| <input type="checkbox"/> Business Smart A/c | <input type="checkbox"/> US\$ <input type="checkbox"/> Euro <input type="checkbox"/> Others _____ (Pls specify) |
| <input type="checkbox"/> USD Chequing A/c | |
| <input type="checkbox"/> Foreign Currency Call Deposit A/c | <input type="checkbox"/> £ <input type="checkbox"/> A\$ <input type="checkbox"/> Euro <input type="checkbox"/> Other currency _____ (Pls specify) |
| <input type="checkbox"/> Foreign Currency Fixed Deposit A/c | <input type="checkbox"/> US\$ <input type="checkbox"/> £ <input type="checkbox"/> A\$ <input type="checkbox"/> Euro <input type="checkbox"/> Other currency _____ (Pls specify) |

CUSTOMER INFORMATION

Registered Name:	GST Registered: <input type="checkbox"/> Yes <input type="checkbox"/> No	Tel. No.:	Fax No.:
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- Please refer to our particulars contained in the attached ACRA Business Profile, OR
 Refer to particulars below

Unique Entity/Registration/Gazette No.:	Nature of Business:
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Registered Address:	Postal Code:	
Country of incorporation: <input type="checkbox"/> Singapore <input type="checkbox"/> Others _____ (Pls specify)	Date of incorporation/registration: (DD/MM/YYYY)	Country of domicile (if different from Country of incorporation):

- Classification of Business:
 Sole Proprietorship Partnership Private Limited/Public Company Association/Club/Society Others _____ (Pls specify)

ACCOUNT PARTICULARS

- Account to be used for:
 Business operations Investment Others _____ (Pls specify)

- Source of wealth/funds:
 Business income Capital Contribution Others _____ (Pls specify)

Mailing Address: (if different from Registered Address)

Postal Code:

Account Name: (if different from Registered Name)

CONTACT PERSON (Authorised to receive and communicate customer information)

Primary Contact Name:	Email Address:	Office:	Mobile:
Secondary Contact Name:	Email Address:	Office:	Mobile:

AUTHORISED SIGNATORIES**(Please list all person(s) authorised to sign or accept for or on behalf of the company/association/club/society/firm cheques, bills of exchange, orders to pay and any other instruments in respect of the account)****Account Name:** _____

Personal Particulars	Group (if any)	Signature (Please sign within the box)
1 Name: NRIC/Passport No.: Designation/Title:		
2 Name: NRIC/Passport No.: Designation/Title:		
3 Name: NRIC/Passport No.: Designation/Title:		
4 Name: NRIC/Passport No.: Designation/Title:		
5 Name: NRIC/Passport No.: Designation/Title:		

Signing Condition

 Singly Any two jointly Grouping and signing limits as follows: _____

Note: For control purposes, please cross out any unused portions under Authorised Signatories above.

IMPORTANT NOTESSingapore dollar deposits held by or for a non-bank depositor in accounts listed in OCBC Bank's Insured Deposit Register (available at www.ocbc.com/policies) will be insured in accordance with and for up to the limits specified in the Deposit Insurance and Policy Owners' Protection Schemes Act 2011 of Singapore.

OCBC Bank has established two wholly-owned subsidiaries in Singapore and Malaysia to process certain selected transactions for OCBC Bank's customers and for this purpose, customer information may be disclosed to these subsidiaries. Please be assured that customer information will continue to remain within the OCBC Group, subject to any mandatory disclosure required by the relevant regulatory authorities.

DECLARATION

Account Name: _____

For Non-Resident Companies: Companies managed and controlled outside of Singapore. (Please complete the Withholding Tax Declaration Form for Non-Resident Company)**Declaration on Beneficial Ownership of Customer**

*I/We declare that the following person(s) ultimately own and/or control the management of the customer:

1	Full name (including aliases):	2	Full name (including aliases):
	NRIC/Passport Number:		NRIC/Passport Number:
	Date of birth:		Date of birth:
	Nationality:		Nationality:
	Residential Address:		Residential Address:
	Contact numbers: (O) (M)		Contact numbers: (O) (M)
	Occupation/public position held:		Occupation/public position held:

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

And I/we acknowledge and confirm that OCBC Bank shall be entitled to rely on my/our declaration above on the identity(ies) of and information relating to the Beneficial Owner(s) of the Account.

NB: Declaration not applicable to governmental entities, exchange listed entities and/or financial institutions supervised by the Monetary Authority of Singapore.

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 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.

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.

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 Person
 Name:
 NRIC No.:
 Designation:

 Authorised Person
 Name:
 NRIC No.:
 Designation:

 Authorised Person
 Name:
 NRIC No.:
 Designation:

 Authorised Person
 Name:
 NRIC No.:
 Designation:
FOR BANK'S USE Industry Code Significant balance change indicator _____

Account No. _____

Remarks _____

Attended by _____	Authorised by _____	Input checked by _____
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