

Instructions for adding new accounts of the following banks:

Bank name	How to add new account	Example
DBS Bank Ltd	Tips - Account no. usually consists of 10 digits - Use first 3 digits of the account no. as Branch Code	If Account no. is 0290188891: - select "DBS BANK LTD / POSB" as Bank - select "TAMPINES CENTRE-029" as Branch - enter "0290188891" as Account no.
POSB Bank	Tips - Account no. consists of 9 digits - Use "081" as Branch Code for ALL POSB accounts	If Account no. is 183019992: - select "DBS BANK LTD / POSB" as Bank - select "ALL POSB ACCOUNTS-081" as Branch - enter "183019992" as Account no.
United Overseas Bank Ltd	Tips - Account no. consists of 10 digits - Use first 3 digits of the account no. and refer to Appendix A of www.uobgroup.com.sg/pages/business/cashmgmt/achcode.html to retrieve the corresponding Branch Code	If Account no. is 9010288080: - select "United Overseas Bank Ltd" as Bank - select "MAIN BRANCH-001" as Branch - enter "9010288080" as Account no
Citibank	Tips Account no. does not include branch code. Please contact Citibank for the required Branch Code	Not available
HSBC	Tips - length of account no. varies - use the first 3 digits of the account no. as Branch Code - drop the first 3 digits of account no. as Account no.	If Account no. is 143123456789: - select "The Hongkong and Shanghai Banking Corp Limited" as Bank - select "CLAYMORE-TANGLIN-143" as Branch - enter "123456789" as Account no.
Maybank	Tips Use the 3rd and 4th digits of the account no. as Branch Code	If Account no. is 14010123456: - select "Malayan Banking Berhad" as Bank - select "MAYBANK TOWER-001" as Branch - enter "14010123456" as Account no.
Standard Chartered Bank	Tips - Account no. consists of 10 digits - Use first 2 digits of the account no. as Branch Code	If Account no. is 0109124567: - select "Standard Chartered Bank" as Bank - select "MAIN OFFICE-001" as Branch - enter "0109124567" as Account no.