

## Notice of Change

Date of Application:

To: Sumitomo Mitsui Banking Corporation Singapore Branch

### 1. Account Type

Personal

Corporate

### 2. Account information

Account Name	
Account Number	

### 3. Request

With effect from \_\_\_\_\_, please update our account information registered with your Bank as follows:

<b>Please tick (✓) where applicable</b> (Kindly strike - out whichever section(s) which is/are not applicable)	
<b>Change of Authorized Signatories</b>	
<i>*Required Documents: (1) (2) (3) (4) (5) (6,7,8, if applicable)</i>	
<b>Change of Signing Conditions</b>	
<i>*Required Documents: (1) (3) (4 &amp; 8, applicable only if a new Director signs the Director's Resolution)</i>	
<b>Change of Authorized Persons for Financial Transactions &amp; Enquiries Over the Phone</b>	
<i>*Required Documents: (6)</i>	
<b>Change of Address</b>	
Mailing Address:	_____
	_____
	_____
Registered Address:	_____
	_____
	_____
	( same as Mailing Address)
Business Address:	_____
	_____
	_____
	( same as Mailing Address)

<b>Change of Contact Information</b>	
Telephone Number: _____	Fax Number: _____
<b>Change of Existing Specimen Signature</b>	
Signatory's Name: _____	Signatory's Name: _____
_____	_____
_____	_____
Name in Japanese Character (if applicable): _____	Name in Japanese Character (if applicable): _____
_____	_____
_____	_____
New Signature (Please sign within the box)	New Signature (Please sign within the box)
<b>Change of Company Name</b>	
New Company Name: _____ (in full)	
_____	
Former Company Name: _____ (in full)	
_____	
<i>*Required Documents: (3) (7, applicable only if the organization amalgamates)</i>	
We refer to our Former Company Name and we hereby request you to	
<ul style="list-style-type: none"> <li>I. accept cheques and receipts favouring our Former Company Name and credit the same to the Account,</li> <li>II. accept cheques and payments issued under the name of our Former Company Name and debit the same from the Account,</li> <li>III. accept inward funds transfers favouring our Former Company Name and credit the same to the Account,</li> <li>IV. process outward funds transfers applications issued under our Former Company Name and debit the same from the Account, and</li> <li>V. accept trade documents (including settlement of export Letters of Credit) presented, in compliance with the requirements of the relevant Letters of Credit, in our Former Company Name,</li> </ul>	
in each case for a period of six (6) months with effect from the date hereof after which we acknowledge that you may reject all such instruments. We understand that you are not obliged to act on our requests/instructions and any attempt to act on our requests/instructions shall be on a best effort basis only.	

<p><b>Change of Company Stamp/Seal</b></p> <p>New Company Stamp/Seal (Please stamp within the box)</p>	<p><b>Change of Identifier Used for Reporting Over-the-Counter Derivatives to the Trade Repository</b></p> <p>LEI: _____</p> <p>Pre LEI: _____</p> <p>SWIFT BIC: _____</p> <p>AVOX ID: _____</p> <p>None of the above</p>
<p><b>Cheque Book Required (With New Company Name)</b></p> <p>Current Account Number: _____ Quantity: SGD _____ / USD _____</p> <p>A/C to debit service charge and fees incurred: _____</p> <p>Delivery / Collection Method (Please tick one):</p> <p>Registered Post</p> <p>Self-Collection by: _____ (Name)</p> <p>_____ (NRIC / Passport No.)</p>	

**\*List of Documents:**

1. Original / Certified True Copy of Directors Resolution / Power of Attorney
2. Update of Company Account form (Bank's form)
3. Accounting and Corporation Regulatory Authority (ACRA) search/ Equivalent
4. Certified True Copy of Passport / IC / Employment Pass
5. Certified True Copy of Proof of Residential Address (of signatory)
6. Telephone / Fax / Email Indemnity (Bank's forms)
7. Certified True Copy of Amalgamation Agreement
8. Certified True Copy of Form 45 / Form 45B

We hereby irrevocably and unconditionally agree, in relation to your acting in accordance with our request(s) herein, to (i) fully indemnify you against all liabilities, damages, claims, demands, actions and proceedings, losses, costs and expenses, and pay and reimburse all such sums to you on first demand; and (ii) not hold you liable or responsible for any consequences arising thereto.



Pursuant to the Terms and Conditions Governing Accounts found at <https://www.smbc.co.jp/asia/singapore/forms/Deposits-Accounts-Governance-Terms.pdf>, we understand that you are entitled to a reasonable period of time (of at least 7 business days from receipt of this application) to process the notification.

\_\_\_\_\_  
Authorised Signature(s) & Company Stamp *(If applicable)*

Signature Verified

(For Bank Use Only)

**Section for Our Bank Use**

For Business Promotion Department

Updated on:

Approver	Checker	Maker

Checker	Maker