1 Customer details

Registered name

Organisation ID

Contact person

Mobile number

Office number

Email address

2 Token / password request

☐ Re-issue password

User name

☐ Defective token

User name

Token serial number

☐ Loss of token
▶ *Token fee of RM50 will be charged*

User name

3 Add / edit authorised user

Authorised user 1

Name as per NRIC

▶ *Mobile number and email address is mandatory*

Mobile number

Email address

This service request is for

▶ *Select one*

☐ Add user ▶ *Complete* (A) *&* (B)

☐ Edit user ▶ *Complete* (B)

(A) Issue token?

▶ *Token fee of RM50 will be charged*

☐ Yes   ☐ No

(B) What this user can do?

☐ View statement

☐ Create transactions

OR

☐ Approve transactions

☐ Create & approve transactions

▶ *Applicable to Basic Plus service package only*

Authorised user 2

Name as per NRIC

▶ *Mobile number and email address is mandatory*

Mobile number

Email address

This service request is for

▶ *Select one*

☐ Add user ▶ *Complete* (A) *&* (B)

☐ Edit user ▶ *Complete* (B)

(A) Issue token?

▶ *Token fee of RM50 will be charged*

☐ Yes   ☐ No

(B) What this user can do?

☐ View statement

☐ Create transactions

OR

☐ Approve transactions

☐ Create & approve transactions

▶ *Applicable to Basic Plus service package only*

4 Delete authorised user

Name as per NRIC / User ID

Name as per NRIC / User ID

5 Update accounts

	Add	Delete	Account 1	Currency		Add	Delete	Account 3	Currency
	☐	☐				☐	☐		
			Account 2	Currency				Account 4	Currency
	☐	☐				☐	☐		

6 Update contact person

Add	Delete	Name as per NRIC
☐	☐	

Mobile number	Office number	Email address

Add	Delete	Name as per NRIC
☐	☐	

Mobile number	Office number	Email address

7 Agreement

▶ *To be signed by person(s) authorised to apply for banking services*

To OCBC BANK(MALAYSIA) BERHAD and OCBC AL-AMIN BANK BERHAD ("Bank")

I / We have voluntarily provided my / our personal data to the Banks and consent to the Banks processing my / our personal data for the purpose of this maintenance. If I / we do not provide any data required in this maintenance, the Banks may not be able to proceed further on my / our request for this maintenance. I / We have read the Banks' Privacy Policy and confirm that I / we have been notified of the following matters via the Privacy Policy (i) the Banks may collect my/our personal data directly from me / us or from third party sources; (ii) purpose for which my / our personal data is collected; (iii) my / our right to access my / our personal data and correct it; (iv) the class of third parties to whom the Banks may disclose my / our personal data; (v) the choices and means for limiting the processing of my / our personal data; (vi) whether the personal data requested is obligatory or voluntary, and if obligatory, the consequences for not providing such data; (vii) to update my / our personal data as soon as there are changes; and (viii) the Banks' contact details if I / we wish to make inquiries or give feedback.

I / We irrevocably grant consent to the relevant credit reporting agency(ies) (as defined under the Credit Reporting Agencies Act, 2010) ("CRAs") with whom the Banks conducts credit checks to disclose my / our credit report / information to the Bank for the purpose of this maintenance and for the Banks' risk management and review. The Banks are hereby authorised but is under no obligation to convey my / our consent and the purpose of such disclosure to the relevant credit reporting agency(ies).

I / we have provided data of other individuals such as my / our directors, shareholders, relevant managers, partners, office bearers, officers, Authorised Person(s), Authorised Signatory(ies) and Authorised Users for this application, I / we confirm that I / we have obtained consent from them (i) to disclose their personal data to the Banks; (ii) for the Banks' verification of their personal data with credit agencies and have obtained their consent for the relevant CRAs to disclose their credit report/information to the Banks for the purpose of this maintenance and for the Banks' risk management and review; (iii) for the Banks to disclose their personal data to classes of third parties described in the Banks' Privacy Policy. I / We have also informed them to read the Banks' Privacy Policy posted on the Banks' website and available at the Banks' branches on request.

Signature	*Signature*	*Signature*
Authorised person	Authorised person	Authorised person
Name as per NRIC	Name as per NRIC	Name as per NRIC
Date ▶ *DD/MM/YY*	Date ▶ *DD/MM/YY*	Date ▶ *DD/MM/YY*
___ / ___ / ___	___ / ___ / ___	___ / ___ / ___

Complete and return this form to your nearest OCBC branch. You can expect to receive your token/password mailer by mail within 8 business days after submitting the completed form.

If you do not receive the password mailers after 8 business days, please email us at bbcsc@ocbc.com.