

INDEX OF NEW STANDARD LEGAL DOCUMENTS & TEMPLATES/FORMATS (Consumer Financial Services)

Note: The formats/templates available are a guide. Solicitors are to ensure that the documents prepared are suitable for each case handled.

I	Standard Facilities Agreement & Security Documents	Edition In Use [code]	Obsolete Edition [code]
	Conventional Facilities		
A	Facilities Agreement		
1	Facilities Agreement (For Consumer Facilities) (OD/TL)	OCBC(M)/LRC/FA(CFS)/1-2023	OCBC(M)/LRC/FA(CFS)/1-2021
B	Common Security Documents		
1	Charge Annexure (West & East M'sia) (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/CHG/1-2023	OCBC(M)/LRC/CHG/1-2021
2	Deed of Assignment (With SPA Property) (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/DA/1-2023	OCBC(M)/LRC/DA/1-2021
3	Supplemental Deed of Assignment (With Power of Attorney) (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/SDA/1-2021	OCBC(M)/LRC/SDA/1-2020
4	Power of Attorney (Property) (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/PA/1-2021	OCBC(M)/LRC/PA/1-2020
5	Cash Deposit Agreement (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/CDA/1-2023	OCBC(M)/LRC/CDA/1-2021

6	Charge over Securities (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/COS/1-2023	OCBC(M)/LRC/COS/1-2021
7	Assignment of Proceeds (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/DAP/1-2023	OCBC(M)/LRC/DAP/1-2021
8	Letter of Guarantee (for Individual/Company, Resident & Non-Resident)	OCBC(M)/LRC/LG/1-2023	OCBC(M)/LRC/LG/1-2021
9	Deed of Receipt & Reassignment (for Individual/Company and 1 st and 3 rd Party)	OCBC(M)/LRC/R&R/1-2023	OCBC(M)/LRC/R&R/1-2021
Islamic Facilities			
A	Facilities Agreement		
1	Facilities Agreement	Al-Amin/LRC/FA_CFS_i/1_2023	FA_CFS_i/1_2020
B	Common Security Documents		
1	Charge Annexure	Al-Amin/LRC/CHG-i_1P&3P/1_2023	CHG-i_1P&3P/1_2021
2	Deed of Assignment (Real Property) (1 st and 3 rd Party)	Al-Amin/LRC/D' ASSG(PROP)- i_1P&3P/1_2023	D' ASSG(PROP)-i_1P&3P/1_2021
3	Deed of Assignment of Proceeds	Al-Amin/LRC/DA(PROCEEDS)- i_1P&3P/1_2023	DA(PROCEEDS)-i_1P&3P/1_2021
4	Supplemental Deed of Assignment (Real Property) (for Individual/Company and 1 st and 3 rd Party)	Al-Amin/LRC/SUPP D' ASSG(PROP)- i_1P&3P/1_2023	SUPP D' ASSG(PROP)-i_1P&3P/1_2021
5	Power of Attorney (Real Property) (for Individual/Company and 1 st and 3 rd Party)	Al-Amin/LRC/PA-i_1P&3P/1_2017	PA-i_1P&3P/1_2013
6	Cash Deposit Agreement (for Individual/Company and 1 st and 3 rd Party)	Al-Amin/LRC/CDA-i_1P&3P/1_2023	CDA-i_1P&3P/1_2021

7	Charge over Securities	Al-Amin/LRC/COS-i_1P&3P/1_2023	COS-i_1P&3P/1_2021
8	Letter of Guarantee and Indemnity (for Individual/Company, Resident & Non-Resident)	Al-Amin/LRC/GUARANTEE-i/1_2023	GUARANTEE-i/1_2021
9	Deed of Receipt & Reassignment (for Individual/Company and 1 st and 3 rd Party)	Al-Amin/LRC/R&R-i_1P&3P/1_2023	R&R-i_1P&3P/1_2021
II	Service Level & Templates/Formats (For Conventional & Islamic Facilities)		
1	Solicitors' Service Level	OCBC(M)/LRC/SSL(CFS & CFS-i)/1- 130323	OCBC(M)/LRC/SSL(CFS & CFS-i)/1-260123
2	<u>For Conventional Facilities</u> Solicitors' Letters Advising Loan Release • Format 1 - Letter Advising Release of Facilities	OCBC(M)/LRC/CFS/LAR-1st Release/1- 2021	OCBC(M)/LRC/CFS/LAR-1st Release/1-2016
	• Format 2 - Letter Advising Release of Balance of Facilities	OCBC(M)/LRC/CFS/LAR_Balance/1- 2021	OCBC(M)/LRC/CFS/LAR_Balance/1-2014
3	<u>For Islamic Facilities</u> Solicitors' Letters Advising Loan Release • Format 1 - Letter Advising Release of Facilities	Al-Amin/LRC/CFS_i/LAR-1st Release/1-2021	CFS_i/LAR-1st Release/1-2019
	• Format 2 - Letter Advising Release of Balance of Facilities	Al-Amin/LRC/CFS_i/LAR_Balance/1- 2021	CFS_i/LAR_Balance/1-2019

III	Statutory Formats – Samples (For Conventional Facilities)		
1	Statutory Declarations		
	Borrower(s) (Individuals)	OCBC(M)/LRC/SD-INDIV/1-2016	OCBC(M)/LRC/SD-INDIV/1-2012
	Borrower(s) (Corporate)	OCBC(M)/LRC/SD-COMPANY/1-2016	OCBC(M)/LRC/SD-COMPANY/1-2012
	Foreign Borrower/Security Party/Vendor	OCBC(M)/LRC/SD-FOREIGN INDIV/1-2016	OCBC(M)/LRC/SD-FOREIGN INDIV/1-2012
	Statutory Declaration (for Overseas Property Financing-United Kingdom)	OCBC(M)/Legal/SD-UK PROP FINANCING/INDIV/1-2016	OCBC(M)/Legal/SD-UK PROP FINANCING/INDIV/1-2014
	Statutory Declaration (for Overseas Property Financing- Australia)	OCBC(M)/Legal/SD-AUS PROP FINANCING/INDIV/1-2016	OCBC(M)/LRC/SD-AUS PROP FINANCING/INDIV/1-2013
	Statement of Particulars to be Lodged with Charge	OCBC(M)/LRC/Statement with charge/1-2017	OCBC(M)/LRC/F34/1_2013
IV	Non-Statutory Formats – Samples (For Conventional Facilities)		
1	Board Resolution Formats (For Provision of Third Party Securities)	OCBC(M)/LRC/ BRDRESO-CFS&EMM (SECURITY PARTY)/1-2017	OCBC(M)/LRC/ BRDRESO-CFS&EMM (SECURITY PARTY)/1-2012