

Please read through thoroughly before submitting the form. We regret to inform you that incorrect applications may cause delays in processing.

Use this Application Form to sign up for DBS IDEAL™ if you:

## New IDEAL™ Customer

- Are an existing DBS Corporate Customer with no DBS IDEAL™ account
- Wish to set up an authorisation policy for DBS IDEAL™ that differs from cheque signing mandate
- Require user segregation between accounts (ie. some user can only access some accounts)

## A SIGNUP PROCESS



- 1** Complete the IDEAL™ Application Form with chopping (DBU customers) or authorised signatures (OBU customers) and Electronic Banking Board Resolution (for OBU customers)



- 2** Mail the completed forms and required documents to

DBS Bank (Taiwan) Ltd  
T&O, Account Services Dept  
13F., No.399, Ruiguang Rd.,  
Neihu Dist., Taipei City 114, Taiwan



- 3** Receive the Welcome Pack\* upon successful application (within 7 business days)

\*Welcome Pack includes : Organisation ID, User ID, One-time Registration Code, Security Device, and Getting Started Guide

## B SERVICES AND USER ROLES

### SERVICE TYPES

#### Enquiry

View account statements, trade transactions, remittance advices, subscribe to alerts & trade notifications or enquire on loans or fixed deposits. Additional function includes Treasury confirmation letter and valuation report.

#### Payment

Make payments locally & internationally via Intra Company Transfer, Account Transfer, FISC Telegraphic Transfer or Bulk payment.

#### Payroll

Make payroll transfers to multiple recipients on a regular basis via Payroll.

#### Trade

Enquire on trade transaction details and history. Additional function includes Factoring enquiry.

#### Other Specific Services

Specify other type of services not listed above or selected products that the user requires (e.g. Telegraphic Transfers only).

### USER ROLES

#### Transaction Maker

User who creates transactions.

#### Transaction Authoriser

User who approves transactions.

#### Admin Officer (2 or more administrators are recommended)

User will be given access to unlock Security Device.

#### Contact Person

The bank will liaise directly with him/her on matters relating to IDEAL™ sign up and services.

## FOR BANK USE ONLY

CIF ID: \_\_\_\_\_

Please complete this form in **BLOCK LETTERS**.

Please tick where applicable.

DBU

OBU

## 1 COMPANY DETAILS

\*Mandatory Fields

Company Name\* \_\_\_\_\_

(DBU) Registration No\* \_\_\_\_\_  
(OBU) Certificate No of Incorporation\* \_\_\_\_\_

### CONTACT PERSON

At least 1 required. The bank will liaise directly with him/her on matters relating to IDEAL™ sign up and services. Unless otherwise agreed, I/we appoint the Authorised Persons listed in 'Authorisation and Indemnity for Facsimile Instructions' form (if applicable) to act as contact persons for IDEAL™ services and agree to add the following contact persons:

1 Name\* \_\_\_\_\_ Contact No.\* \_\_\_\_\_ Email\* \_\_\_\_\_

2 Name \_\_\_\_\_ Contact No. \_\_\_\_\_ Email \_\_\_\_\_

3 Name \_\_\_\_\_ Contact No. \_\_\_\_\_ Email \_\_\_\_\_

## 2 ACCOUNT(S) TO BE MANAGED UNDER IDEAL

Tick where applicable

All DBS (Taiwan) Account

**OR**

The Accounts Listed Below

## 3 AUTHORISE OWN TRANSACTIONS

Tick where applicable

All Transaction Authorisers can authorise own transactions (Single Control)

### Risk Disclosure Statement

For all transactions made through DBS IDEAL™, the system will have **Dual Control** in place such that no single person could create and approve transactions that would result in fraudulent action.

### Dual Control

A procedure that involves two or more people to complete a transaction – one person to create a transaction and another of higher authority to approve it in the system. This makes the system more secure as both persons would need to be in collusion to commit fraud.

### Single Control

A procedure that needs only one person to complete a transaction, thus may incur higher risk compared with **Dual Control**.

Services and User Roles to follow Parent Company

## 4 SERVICE(S) AND USER ROLE(S)

Tick where applicable

Note: To add more users, please print this page and seal with indenting stamp. **Please complete this form in BLOCK LETTERS and underline numbers (ie. USER 10)** As part of our enhanced security process, identity verification, first time login, reset PIN and etc. we require you to provide us with a valid mobile number & email address and confirm they can receive related information safely. **ID/Passport NO., Nationality, Date of Birth, and Address are mandatory fields for Transaction Authoriser.**

\*Mandatory Fields

Name(as in ID/Passport)\* ID/Passport NO.(Mandatory for authoriser)\*

Preferred IDEAL™ User ID \* (6-20 alphanumeric characters, ie. A-Z, 0-9) Nationality(Mandatory for authoriser)\*

Date of Birth(DD/MM/YYYY)(Mandatory for authoriser)\* Contact No.

Email\* Mobile No.\*

Residence / Company address(Mandatory for authoriser)\*

Name(as in ID/Passport)\* ID/Passport NO.(Mandatory for authoriser)\*

Preferred IDEAL™ User ID \* (6-20 alphanumeric characters, ie. A-Z, 0-9) Nationality(Mandatory for authoriser)\*

Date of Birth(DD/MM/YYYY)(Mandatory for authoriser)\* Contact No.

Email\* Mobile No.\*

Residence / Company address(Mandatory for authoriser)\*

### Service(s) & Role(s) (Please refer to "Services and User Roles" on p.1 section B)

#### Transaction

Role(s) Service(s)	Transaction Maker	Transaction Authoriser Please indicate authoriser group for this user : (e.g. A, B, C, D, or E, if applicable to Authorisation Policy)	
Payment			Authoriser group
Payroll			
Others			

Enquiry  Enable "Treasury confirmation letter and valuation report"

Trade  Enable "Factoring Enquiry"

Additional User Role  Admin Officer

Special Request (Please provide your ERP ID, OrgID\_UserID, for DBS Financial Services Add-on Module)

#### Access to which Account(s)?

Note: If left blank, user will be given access to all accounts listed in Section **2**

All Account from Section **2** **OR**  The Accounts Listed Below

### Service(s) & Role(s) (Please refer to "Services and User Roles" on p.1 section B)

#### Transaction

Role(s) Service(s)	Transaction Maker	Transaction Authoriser Please indicate authoriser group for this user : (e.g. A, B, C, D, or E, if applicable to Authorisation Policy)	
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Enquiry  Enable "Treasury confirmation letter and valuation report"

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Additional User Role  Admin Officer

Special Request (Please provide your ERP ID, OrgID\_UserID, for DBS Financial Services Add-on Module)

#### Access to which Account(s)?

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All Account from Section **2** **OR**  The Accounts Listed Below

Authorisation Policy to follow Parent Company

**5 AUTHORISATION POLICY** Tick where applicable

	From	To	Authorisation Requirement	
<p><b>Payment</b> over NT\$50,000 (not inclusive) requires signatory from <b>Any 1 Authoriser</b>.</p>	0	50,000	<b>No. of Authoriser required</b> <input checked="" type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	<b>Required Combination of Authorised Signatories</b> <div style="border: 1px solid gray; width: 100px; height: 20px; display: flex; align-items: center; justify-content: center;">OR</div> <input type="checkbox"/> Sequential Authorisation
			<b>No. of Authoriser required</b> <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	<b>Required Combination of Authorised Signatories</b> <div style="border: 1px solid gray; padding: 5px; display: inline-block;"><b>1A or (1B + 2C)</b></div> <input type="checkbox"/> Sequential Authorisation

Authorised currency in TWD **OR**  Authorised currency in USD

Note: If page left blank, default setting of 'Any 1 Authoriser for All Amounts' will apply.  
 If the services applicable is not indicated, the authorisation policy will apply to All Services.  
 The default setting of 'Authorized currency' is TWD for DBU company, USD for OBU company.  
 If the transaction cur and authorized cur is inconsistent, exchange rate will base on DBS (Taiwan) board rate on the transaction date.  
 Sequential Authorisation: in alphabetical order from A to Z (e.g. Required Combination of Authorised Signatory is 1B + 2C, this transaction must be approved by 1 signatory from Group B first, then approved by 2 signatories from Group C).  
 To add more authorisation policy, please print this page and seal with indenting stamp.

Tick where applicable

<input type="checkbox"/> All Services <b>OR</b> <input type="checkbox"/> Others _____		From	To	Authorisation Requirement	
0				<b>No. of Authoriser(s) required</b> <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	<b>Required Combination of Authorised Signatories</b> <div style="border: 1px solid gray; width: 100px; height: 20px;"></div> <input type="checkbox"/> Sequential Authorisation
				<b>No. of Authoriser(s) required</b> <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	<b>Required Combination of Authorised Signatories</b> <div style="border: 1px solid gray; width: 100px; height: 20px; display: flex; align-items: center; justify-content: center;">OR</div> <input type="checkbox"/> Sequential Authorisation
				<b>No. of Authoriser(s) required</b> <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	<b>Required Combination of Authorised Signatories</b> <div style="border: 1px solid gray; width: 100px; height: 20px; display: flex; align-items: center; justify-content: center;">OR</div> <input type="checkbox"/> Sequential Authorisation
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**6 AGREEMENT, AUTHORISED SIGNATORIES AND STAMP**

I/We hereby confirm that I/we have received copies of DBS Electronic Banking Services Terms and Conditions and Fee Schedule, which I/we have read, understood and accepted. I/We hereby confirm our acceptance of bank products and services offered by DBS Bank (Taiwan) Ltd ("Bank") and agree to be bound by relevant terms and conditions and agreements. In addition, I/we acknowledge that there are other terms and conditions and agreement(s) intended or expressed to govern the use of other relevant banking products and services offered by DBS Bank Ltd which may be used by me/us from time to time. I/We hereby confirm that I/we have read, understood and agree to be bound by such terms and conditions and agreement(s). A copy of the terms and conditions can be found online at [www.dbs.com/ideal/download](http://www.dbs.com/ideal/download).

I/We have read the Risk Disclosure Statement of Single Control in DBS IDEAL™ and authorised the Bank to proceed with Single Control setup in DBS IDEAL™, as indicated in Section 3. I/We fully understand and acknowledge the characteristics of Single Control and the risks associated with this authorisation, and agree to assume and be responsible for all the risks associated with and losses arising out of or in connection with the application and use of Single Control in or through DBS IDEAL™.

I/We undertake to indemnify and hold the Bank fully indemnified from and against any loss, costs (including solicitor costs on a fully indemnity basis), charges, damages, claims, demands, actions, proceedings and all other liabilities of whatever nature and howsoever incurred or suffered by the Bank or which may be brought or preferred against the Bank as a result of the Bank agreeing to act on our said authorisation. I/We also understand and agree that the Bank may terminate or modify the Single Control procedure by notice to us at any time.

Company Seals registered with MOEA: (DBU) or Authorised Signature (OBU)

Date :