

# DBS TREASURY eDOC APPLICATION / MAINTENANCE FORM (FOR SUBMISSION TO BANK) 申請/變更維護表格 (供交回銀行之用)



Company Name\*  
公司名稱\*

Organisation ID\*  
公司編號\*

Please complete this form in **BLOCK LETTERS**.  
請以正楷完整填寫本表格。

\*Mandatory Fields  
\*為必填欄位

Please read through thoroughly before submitting the form(s). We regret to inform you that applications completed incorrectly may cause delays in processing.  
請於提交本表格前仔細閱讀。如本表格填寫錯誤，可能導致處理之延遲。

## PRE-REQUISITE 應備條件

• **Having a DBS IDEAL account is a pre-requisite for DBS Treasury eDoc Services.**  
持有DBS IDEAL帳戶為星展Treasury eDoc服務之應備條件。

If your company has not signed up for DBS IDEAL, please also complete the DBS IDEAL Application Form and submit the completed DBS IDEAL Application Form and this DBS Treasury eDoc Application / Maintenance Form to the return address indicated in the DBS IDEAL Application Form.

若貴公司尚未申請DBS IDEAL，亦請完整填寫DBS IDEAL申請書，並將填妥之DBS IDEAL申請書及本Treasury eDoc申請/變更維護表格一併寄送至DBS IDEAL申請書中載明之交回地址。

Use this form if you are...  
貴公司有右方所述情形時，請使用本表格

### 1 Applying for Treasury eDoc Services. 申請Treasury eDoc服務。

Please complete this DBS Treasury eDoc Application / Maintenance Form if:

如有下列情形時，請完整填寫本星展Treasury eDoc申請/變更維護表格：

• Your company wishes to receive Valuation Reports via Treasury eDoc.

貴公司希望透過Treasury eDoc收到評價報告。

• Your company wishes to receive or enquire Transaction Confirmations & Fixing/Settlement Advices via Treasury eDoc, with the option of accepting the Transaction Confirmations online.

貴公司希望透過Treasury eDoc收到或查詢交易確認書及比價/結算通知書，並可選擇於線上接受交易確認書。

• Treasury eDoc users have changed (eg. removal of user access to Treasury eDoc, add additional users for Treasury eDoc). Treasury eDoc使用者變更(例如：刪除Treasury eDoc之使用者、新增Treasury eDoc之使用者)。

**Submit the completed forms to DBS Bank (Taiwan) Ltd, 13F, No.399, Ruiguang Rd., Neihu Dist., Taipei City 114, Taiwan (R.O.C).**

將填寫完成之表格寄送至星展(台灣)商業銀行股份有限公司，地址為臺北市114內湖區瑞光路399號13樓。

### 2 Updating your current Treasury eDoc Services. 更新貴公司目前的Treasury eDoc服務。

Please complete only this DBS Treasury eDoc Application / Maintenance Form if:

如有下列情形，請完整填寫本Treasury eDoc申請/變更維護表格：

• Your company's Treasury eDoc users are already accessing Treasury eDoc for Transaction Confirmations and wish to add Valuation Reports service for the same users.

貴公司的Treasury eDoc使用者已使用Treasury eDoc之交易確認書功能，且希望為相同使用者新增評價報告服務。

• Your company requires a change to the current Valuation Report frequency.

貴公司要求變更目前之評價報告頻率。

• Your company's existing Transaction Confirmation user(s) has/have new roles (eg. Transaction Enquiry access to Approver).

貴公司目前交易確認書功能之使用者已有新的權限(例如：由交易查詢權限變更為核准人權限)。

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請將填寫完成之表格寄送至星展(台灣)商業銀行股份有限公司，地址為臺北市114內湖區瑞光路399號13樓。

## 1 SERVICE(S) 服務

Tick where applicable  
勾選適當之選項

**TRANSACTION CONFIRMATIONS & FIXING/SETTLEMENT ADVICES**  
(Select this option to receive all Transaction Confirmations<sup>1</sup> & Fixing/Settlement Advices via Treasury eDoc.)  
交易確認書及比價/結算通知書功能 (勾選此項目以透過Treasury eDoc接收所有交易確認書<sup>1</sup>及比價/結算通知書。)

Please select () one of the following options as appropriate:  
請於下列項目中勾選 () 適合的選項：

**Transaction Confirmations<sup>1</sup> will be accepted by your company via Treasury eDoc.**  
貴公司將透過Treasury eDoc接受交易確認書<sup>1</sup>。

Approval levels (single or dual-approval) will be set-up based on corporate authorisations relating to the acceptance of Transaction Confirmations<sup>1</sup> that have been furnished to the Bank.

核准層級(單獨或共同核准)將依據貴公司已提供予本行有關接受交易確認書<sup>1</sup>之公司授權進行設定。

**Transaction Confirmations<sup>1</sup> will be accepted by your company by signing on a hard copy downloaded from Treasury eDoc.**  
貴公司將以簽署自Treasury eDoc所下載紙本之方式接受交易確認書<sup>1</sup>。

A signed copy of the downloaded Transaction Confirmation<sup>1</sup> will need to be returned to the Bank.

下載之交易確認書<sup>1</sup>之簽署版本應交回本行。

<sup>1</sup> "Transaction Confirmations" refers to transaction confirmations and transaction amendment letters to such confirmations, and transaction termination letters. If you choose to receive Transaction Confirmations via Treasury eDoc, you will automatically receive fixing/settlement advices and event notices relating to your Transactions via Treasury eDoc as well.  
「交易確認書」指交易確認書和對於該等確認書之交易修訂函，及交易終止函。若貴公司選擇透過Treasury eDoc收取交易確認書，則貴公司將會自動透過Treasury eDoc接收與貴公司之交易相關的比價/結算通知書和事件通知書。

# DBS TREASURY eDOC APPLICATION / MAINTENANCE FORM (FOR SUBMISSION TO BANK)

## 申請/變更維護表格 (供交回銀行之用)



Company Name\*  
公司名稱\* \_\_\_\_\_

Organisation ID\*  
公司編號\* \_\_\_\_\_

Please complete this form in **BLOCK LETTERS**.  
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\*Mandatory Fields  
\*為必填欄位

### STATEMENTS 報表

**VALUATION REPORTS** (Select this option to receive Valuation Reports for all outstanding Transactions via Treasury eDoc.)  
評價報告 (勾選此項目以透過Treasury eDoc接收所有未到期交易之評價報告。)

Frequency (Select and fill in as required) / 頻率 (請依需求選擇並填寫)

- Monthly** 每月 \_\_\_\_\_
- Quarterly** 每季 \_\_\_\_\_ (indicate months) (指定月份)
- Semi-Annually** 每半年 \_\_\_\_\_ (indicate months) (指定月份)
- Annually** 每年 \_\_\_\_\_ (indicate month) (指定月份)
- Others** 其他 \_\_\_\_\_ (indicate date/s) (指定日期)

Note: services will commence from the calendar month after the application is processed and approved.  
請注意: 本服務將自您的申請經受理並核可後的次月開始提供

## 2 USER ROLE(S) 使用者權限

Tick where applicable  
勾選適當之選項

Note: For Supersede, your previous instructions will be overwritten.  
備註: 於取代之情形, 貴公司前次的指示將被替代。

IDEAL User ID / User's Name  
IDEAL 使用者編號 / 使用者姓名

IDEAL User ID / User's Name  
IDEAL 使用者編號 / 使用者姓名

Additional email(s) for notifications on availability of new documents  
新文件可取得時之其他電子郵件通知地址

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### Service(s) & Role(s) 服務及權限

#### TRANSACTION CONFIRMATIONS 交易確認書

Add 新增 **OR 或**  Supersede 取代 **OR 或**  Remove 刪除

Product Type <sup>2</sup> 產品類型 <sup>2</sup>	Role 權限	Enquiry 查詢	Approver 核准者
FX / FX Products 外匯/外匯類商品			
Interest Rate Products <sup>3</sup> 利率類商品 <sup>3</sup>			
Credit Products 信用類商品			
Commodity Products 商品類商品			
Equity Products 股權類商品			
Structured Products 結構型商品			
All Products 所有產品			

<sup>2</sup> By selecting a particular Product Type, the User will have access to Transaction Confirmations, fixing/settlement advices and event notices relating to Transactions of that Product Type via Treasury eDoc.  
選擇特定產品類型時, 使用者將可透過Treasury eDoc存取與該產品類型交易相關之交易確認書、比價/結算通知書及事件通知書。

<sup>3</sup> By selecting Interest Rate Products, the User will have the same access role for fixed income transactions.  
選擇利率衍生性商品時, 使用者就固定收益交易將取得相同權限。

### Service(s) & Role(s) 服務及權限

#### TRANSACTION CONFIRMATIONS 交易確認書

Add 新增 **OR 或**  Supersede 取代 **OR 或**  Remove 刪除

Product Type <sup>2</sup> 產品類型 <sup>2</sup>	Role 權限	Enquiry 查詢	Approver 核准者
FX / FX Products 外匯/外匯類商品			
Interest Rate Products <sup>3</sup> 利率類商品 <sup>3</sup>			
Credit Products 信用類商品			
Commodity Products 商品類商品			
Equity Products 股權類商品			
Structured Products 結構型商品			
All Products 所有產品			

<sup>2</sup> By selecting a particular Product Type, the User will have access to Transaction Confirmations, fixing/settlement advices and event notices relating to Transactions of that Product Type via Treasury eDoc.  
選擇特定產品類型時, 使用者將可透過Treasury eDoc存取與該產品類型交易相關之交易確認書、比價/結算通知書及事件通知書。

<sup>3</sup> By selecting Interest Rate Products, the User will have the same access role for fixed income transactions.  
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## STATEMENTS 報表

Add/新增 **OR 或** Remove/刪除

Valuation Reports  
評價報告

Other Specific Instructions:  
其他特定指示

## STATEMENTS 報表

Add/新增 **OR 或** Remove/刪除

Valuation Reports  
評價報告

Other Specific Instructions:  
其他特別指示

## 3 DECLARATIONS BY THE COMPANY 公司聲明

Tick where applicable  
勾選適當之選項

(A) Please select  one of the following options as appropriate:

請於下列項目中勾選  適合的選項:

- The Users specified in this DBS Treasury eDoc Application / Maintenance Form for approving Transaction Confirmations on Treasury eDoc are existing authorised signatories of hard copy Transaction Confirmations.

本星展Treasury eDoc申請/變更維護表格中所載明得於Treasury eDoc核准交易確認書之使用者為既有之紙本交易確認書之授權簽署人。

- All/some/one\* of the Users specified in this DBS Treasury eDoc Application / Maintenance Form for approving Transaction Confirmations on Treasury eDoc are not existing authorised signatories of hard copy Transaction Confirmations.

本星展Treasury eDoc申請/變更維護表格中所載明得於Treasury eDoc核准交易確認書之所有/部分/單一\*使用者並非既有之紙本交易確認書之授權簽署人。

(Please furnish DBS Bank (Taiwan) Ltd with corporate authorisations appointing the specified Users to approve Transaction Confirmations on Treasury eDoc.)

(請提供指定特定使用者於Treasury eDoc核准交易確認書之公司授權予星展(台灣)商業銀行股份有限公司。)

- (B) I/We hereby confirm that I/we have obtained copies of the DBS Electronic Banking ("EB") Services Terms and Conditions ("EB Terms"), the Terms and Conditions for Treasury eDoc Service ("Treasury eDoc Terms") and Fee Schedule, which I/we have read, understood and accepted. 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 (Taiwan) Ltd which may be used by me/us from time to time. By signing this application form, I/we hereby confirm that I/we have read, understood and agree to be bound by the EB Terms (including but not limited to the provisions therein relating to the collection, processing and use of personal data), the Treasury eDoc Terms (including but not limited to the provisions therein relating to acceptance of Treasury eDoc documents via Treasury eDoc) and such terms and conditions and agreement(s) intended or expressed to govern the use of other relevant banking products and services offered by DBS Bank (Taiwan) Ltd which may be used by me/us from time to time. Copies of DBS Bank (Taiwan) Ltd's prevailing terms and conditions can be found at [www.dbs.com.tw](http://www.dbs.com.tw).

本人/本公司確認本人/本公司已取得星展電子銀行(下稱「電子銀行」)服務條款與條件(下稱「電子銀行條款」)、Treasury eDoc服務條款與條件(下稱「Treasury eDoc條款」)及費用表,且本人/本公司已閱讀、瞭解並接受該等電子銀行條款、Treasury eDoc條款及費用表。此外,本人/本公司瞭解仍有其他條款、條件及協議欲規範或已明示規範其他由星展(台灣)商業銀行股份有限公司提供本人/本公司不時使用之相關銀行產品及服務。經由簽署本申請表格,本人/本公司確認本人/本公司已閱讀、瞭解並同意受到電子銀行條款(包括但不限於其中有關蒐集、處理及利用個人資料之相關規定)、Treasury eDoc條款(包括但不限於其中有關透過Treasury eDoc收受財務金融電子文件之相關規定),及該等欲規範或已明示規範由星展(台灣)商業銀行股份有限公司提供本人/本公司不時使用之其他相關銀行產品及服務之該等條款、條件及協議之拘束。星展(台灣)商業銀行股份有限公司最新之條款與條件得於下列網站取得[www.dbs.com.tw](http://www.dbs.com.tw)。

- (C) For as long as I/we subscribe to the Treasury eDoc Service, I/we acknowledge and agree that the Treasury eDoc documents which DBS Bank (Taiwan) Ltd is required to provide to me/us in writing pursuant to the Regulations Governing Internal Operating Systems and Procedures for Banks Conducting Financial Derivatives Business and all other applicable regulations and rules (as modified, extended or re-enacted from time to time), will be made available to me/us in electronic form (i.e. through Treasury eDoc) and such electronic document shall have the same legal effect as a paper document.

於本人/本公司申請使用Treasury eDoc服務期間,本人/本公司瞭解並同意星展(台灣)商業銀行股份有限公司依據《銀行辦理衍生性金融商品業務內部作業制度及程序管理辦法》及其他所有相關之法規及規則(及其隨時修訂、增補或重訂之規定)應向本人/本公司提供之財務金融電子文件,將以電子檔案形式提供予本人/本公司(即透過Treasury eDoc),且該等電子文件應與紙本文件具有相同法律效力。

### Authorised signatories required 所需之授權簽署人\*

Name:  
姓名 \_\_\_\_\_ Signature:  
簽名 \_\_\_\_\_

Date:  
日期 \_\_\_\_\_

Name:  
姓名 \_\_\_\_\_ Signature:  
簽名 \_\_\_\_\_

Date:  
日期 \_\_\_\_\_

For a company which has furnished DBS Bank (Taiwan) Ltd with a standalone Electronic Banking Board Resolution, the authorised signatories for this DBS Treasury eDoc Application / Maintenance Form must be the current authorised signatories specified in that document. For a company which has furnished DBS Bank (Taiwan) Ltd with a Board Resolution for the opening of the current account that covers Electronic Banking services, the authorised signatories for this DBS Treasury eDoc Application / Maintenance Form must be the current authorised signatories with the highest authorisation limit as specified in that document.

對於已向星展(台灣)商業銀行股份有限公司提供獨立之電子銀行董事會決議之公司,本星展Treasury eDoc申請/變更維護表格之授權簽署人應與該文件所載明目前之授權簽署人相同。對於已向星展(台灣)商業銀行股份有限公司提供開立目前包括電子銀行服務之帳戶之董事會決議之公司,本星展Treasury eDoc申請/變更維護表格之授權簽署人應為該文件所載明目前之授權簽署人中之最高權限者。

For partnerships, signatures of all partners are required. For companies, signatures of the authorised officers are required. 就合夥事業而言,應有所有合夥人之簽名。就公司而言,應有授權經理人之簽名。