提前還款/ 展期/ 改貸申請書填寫說明
Explanatory Notes – Application for Loan Settlement/Rollover/Currency Conversion

提前還款交易 Loan Settlement

編號	項目	項目說明
1	日期 Date	申請日 Date of Application
2	申請人名稱 Company Name	申請公司名稱 Indicate your company's name
3	還款內容 Settlement Instruction	若為提前還款交易，請勾選此項 Tick if you want us to settle loan transactions.
4	指定清償編號 DBS Ref No.	最多八筆交易 Up to 8 maximum transactions.
5	指示 Instruction	• 全額還款請填寫「F」 • 部分還款(只還本金) 請填寫「P」 • 部分還款(本金加利息) 請填寫「P + I 」 • If you want us to fully settle transaction, kindly select “F” • If you want us to partially settle the principal only, kindly select “P” • If you want us to partially settle the principal and interest charge, kindly select “P+I”
6	議價編號 Forward Contract No.	若還款牽涉轉換匯率之遠期契約，則於此欄位填寫議價編號；例如：還款幣別為美金，但客戶在本行僅持有新幣帳戶，則會需要簽署新幣轉換美金之遠期契約以還款。 Do you have a FX contract to be utilized for this settlement amount? For example, payment of loan is in USD, but you only maintain SGD account with DBS, you would need to contract SGD/USD rate in order to convert USD payment to SGD. If yes, please indicate the contract reference.
7	還款金額 Principal Settlement Details	還款幣別與金額 Currency and amount to be submitted for Loan Amount Settlement.

8	扣款帳號（本金） Principal Debit Account Details	填寫本金之扣款帳號與欲還款之幣別 Indicate the account number and account currency you like us to debit for the principal amount.
9	扣款帳號（利息費用） Interest and Charges Debit Account Details	填寫利息費用、處理費用（若有）之扣款帳號與欲還款之幣別 Indicate the account number and account currency you like us to debit for the interest and handling charges, if any.
10	還款日期 Value Date	提前還款日期 Indicate the value date of the settlement processing.

展期交易 Rollover

編號	項目	項目說明
1	展期交易 Rollover Instruction	若為展期交易，請勾選此項 Tick if you want us to rollover loan transactions.
2	指定清償編號 DBS Ref No.	至多五筆交易 Up to 5 maximum transactions.
3	展期天期 Rollover Tenor (days)	填寫須展期之天數 Indicate the tenor of the rollover in days.

改貸內容 Currency Conversion

編號	項目	項目說明
1	改貸內容 Currency Conversion	若要更改貸款交易，請勾選此項 Tick if you want us to convert loan transactions to another loan currency.
2	指定清償編號 DBS Ref No.	至多五筆交易 Up to 5 maximum transactions.
3	改貸原始幣別 Original Loan Currency	貸款之原始交易幣別 Original currency of the loan.
4	改貸原始金額 Loan Amount to	貸款之原始交易金額 Loan Amount to be converted into equivalent amount in

	be Converted	new currency.
5	改貸後之幣別 To Be Converted to Currency	將貸款之原始交易幣別更改為新幣別 New Currency to be converted to.
6	扣款帳號 Debit Account Details	填寫扣款帳號與欲還款之幣別 Indicate the account number and account currency you like us to debit for charges.
7	議價編號 Forward Contract No.	若還款牽涉轉換匯率之遠期契約，則於此欄位填寫議價編號； 例如：還款幣別為美金，但客戶在本行僅持有新幣帳戶，則會需要簽署新幣轉換美金之遠期契約以還款。 Do you have a FX contract to be utilized for this settlement amount? For example, payment of loan is in USD, but you only maintain SGD account with DBS, you would need to contract SGD/USD rate in order to convert USD payment to SGD. If yes, please indicate the contract reference.
8	生效日 Value Date	改貸之生效日 Indicate the value date of the currency conversion processing.
9	其他指示 Other instructions (if any)	若有其他指示，請以英文具體描述 Please specify, if any