

LETTER OF AUTHORISATION TEMPLATE

**SOLE PROPRIETORSHIP/PARTNERSHIP NAME (REGISTRATION NUMBER) (PRINCIPAL APPLICANT
APPLYING FOR MBSB BANK ACCOUNT OPENING AND/OR ONLINE BANKING)**

_____ (Company Name)

_____ (Address)

Date: _____

Dear Sir/Madam;

AUTHORISATION LETTER TO SUBSCRIBE MBSB BANK ACCOUNT OPENING AND/OR ONLINE BANKING

I/We, _____ (name(s) and IC number(s)), being the owner(s) / partner(s) of _____ ("the Company") and in connection with my/our application for MBSB Bank online banking with MBSB Bank Berhad, hereby authorise as follows:-

1. Opening Account

- a. Approval and authority be and is hereby given for the Company to open any number of Current or Saving Account(s) of any type and in any currency (the "Account(s)") with MBSB Bank Berhad ("the Bank").
- b. Authority be and is hereby given for the use of the Common Seal of the Company to be affixed to all relevant documents drawn or to be drawn up in connection therewith in accordance with the Company's Articles of Association or constitution (if any) for and on behalf of the Company.

2. Authorised Signatories for the Operation of the Accounts

- a. Authority be and is hereby given to the Authorised Person(s) as set out in Schedule A of this Resolution ("Authorised Signatories") to do the following:-
 - i. Apply for, accept and sign, all relevant documents drawn or to be drawn up in connection with the Account(s) and to act on any instructions and accept any receipts or other documents relating to the Account(s), transactions or affairs of the Company, if so signed on behalf of the Company;
 - ii. Pay and honour all cheques, bills of exchange, deposits, receipts, requests involving payment or transfer of funds and promissory notes.

3. Authorised Persons to Sign Documents for Other Banking Services & Delivery Channels

- a. Authority be and is hereby given to the Authorised Person(s) as set out in Schedule A of this Resolution (" Authorised Persons") to do the following:-

- i. Perform term deposit placements and/or withdrawals under the Account(s); Items iv and v shall apply in respect of Business Online/Electronic Banking (whether current or future applications therefore).
- ii. To agree to such terms and conditions as may be required, apply for, enter into, accept, sign and execute any relevant agreements, forms or documents on behalf of the Company including any negotiations, amendments, variations, modifications or supplements thereof in respect of the Business Online/Electronic Banking Service.
- iii. To issue all notices and instructions to the Bank in connection with the respective M Journey Corporate Service
- iv. To appoint/terminate "AUTHORISED CORPORATE USER(s)" such as Corporate Administrator(s)/Maker(s)/Checker(s)/Authoriser(s) to access, transfer funds and conduct other banking transactions from designated account(s)
- v. To select, submit application, to add, modify and delete Company's account(s) and any additional modules and services made available under the Business Online/Electronic Banking Service from time to time.

4. Non-Monetary Transaction

- a. For confirmation via telephone or any other suitable channels to perform non-monetary transactions and to receive/disclose company's information on behalf of the Company. The contact details are as follows; -

Authorised Person 1

Name : _____
 Office Number : _____
 Mobile Number : _____

Authorised Person 2

Name : _____
 Office Number : _____
 Mobile Number : _____

5. Subscription of Business Online Banking & Services (refer Schedule B)

- a. Authority be and is hereby given for the Company to apply for and accept any one or more business online banking facilities and/or services including but not limited to business internet banking, phone banking, payment cards, self-service machines, cash management, trade services or such other types of services as may be made available by the Bank from time to time for business banking customers which may be offered by MBSB Bank or its successors in title or assigns ("the Online Services") upon such terms and conditions which are made available via MBSB Bank website at <https://www.mbsbbank.com/> and such other additional, varied or substituted terms and conditions as MBSB Bank may stipulate from time to time.
- b. The Company hereby authorises the Bank to debit the Subscription Account (designated Current Account maintained at the Bank) with all subscription fees, administration, and

service charges (cost of security token(s)), taxes or levies relating to the use of the Bank's Business Online Banking Service.

The following person(s) whose name(s), NRIC No(s), and specimen signature(s) appear in the table below are hereby appointed as the **Authorised Person(s)** to act on our behalf for the purpose of the MBSB Bank online banking:-

Schedule A. List of Authorised Signatories

**The list of Authorised Signatories below will be in charge of Current Account-related matters as mentioned in item 1.*

No	Name & Designation	MyKad / Passport No	Signing Group (if applicable, e.g; Group A & B)	Specimen Signature
1.				
2.				
3.				
4.				
5.				
<u>Signing Conditions & Signing Limits* (if applicable).</u> <i>*Set out signing conditions and signing limits clearly.</i>				

**Please provide a copy of valid ID document for each Authorised Signatory. Any changes to Authorised Signatory must be accompanied with a copy of ID document for verification purposes and the relevant Board*

Schedule B. List of Online/Electronic Banking Authorised Person(s)

**The list of Authorised Persons below will be in charge of Online/Electronic Banking-related matters as mentioned in item 4.*

No	Full Name & Designation	MyKad / Passport No	Email Address	Signature
1.				
2.				
3.				
4.				
5.				
<u>Signing Conditions & Signing Limits* (if applicable).</u> <i>*Set out signing conditions and signing limits clearly.</i>				

In consideration of MBSB Bank approving our application for MBSB Bank online banking and accepting our authorisation herein, I/we hereby unconditionally and irrevocably agree to indemnify MBSB Bank and shall keep MBSB Bank indemnified against any and all actions, claims, demands, liabilities, losses, damages, costs and expenses of whatever nature which MBSB Bank may suffer, incur or sustain arising out of or in connection with my/our authorisation herein given to MBSB Bank.

The authorisation(s) in this Letter shall supersede any prior oral or written instruction(s) or authorisation(s) given by me/us in connection with the Online Services, Collection Services and any other services included in this Letter.

Dated this ____ day of _____ 20 ____

.....
Signature
Name:
NRIC/Passport No.:
Mobile No.:
Designation: *Sole Proprietor/Partner

.....
Signature
Name:
NRIC/Passport No.:
Mobile No.:
Designation: *Sole Proprietor/Partner



Company Stamp

*Delete where not applicable