|  |  |
| --- | --- |
| From  | Customer Name |
|  | UEN or Registration No. Customer ID (CIF)

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To

State Bank of India, Singapore

I/We hereby certify that the resolutions set below are a true extract of the resolutions passed at the meeting of the *\*Board of Directors / Partners / Trustees / Authorised Office Bearers of \*\*Society \_ Association \_ Club \_ Management Corporation* of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (customer name) (hereinafter referred to as “**Entity**”) passed on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date of meeting).

\*\*/\* strike off accordingly

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| **Resolved as under:-**  |
| 1. That the Bank be instructed to make Fixed Deposits, honour all cheques, Bills of Exchange, Promissory Notes or other orders which may be drawn by/accepted/made by or on behalf of the **Entity** and to act on any instructions so given relating to the account(s) (whether the same be overdrawn or not or relating to the transactions of the **Entity** by the following person/s from the **Entity** (hereinafter referred to as “authorised signatory/ies”) authorised to operate such account(s) in the manner provided in the Signing Mandate section :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No. | Name  | NRIC / Passport Number | Group, if any | New\* or Existing |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\* Details of NEW signatories provided as per annexure.1. That the following person(s) are deleted from the list of Authorised Signatories/ Corporate Internet Banking access provided previously to the Bank. Select the appropriate option in the table below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Name  | NRIC / Passport Number | Group, if any | Deletion from Authorised Signatory | Deletion from Internet Banking Access |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |

1. That the Company does avail the ‘ Corporate Internet Banking Service’ over the Internet channel provided by State Bank of India, Singapore(SBIS) at its various Branches and the Company accepts such “Terms of service” governing Corporate Internet Banking as laid down by SBIS and may be modified or supplemented from time to time for such purpose. That each of the officials (specified below) as empowered by the Company to operate the Company’s accounts with SBIS either singly or Jointly as the case may be, is hereby authorised to apply for and avail the ‘Corporate Internet Banking’ facility offered by SBIS and to carry out and do all things for which they have been authorized, electronically, using their user name and password.

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| --- | --- | --- | --- | --- |
|  Sl.No. | Name  | NRIC / Passport Number | Group, if any | New\* or Existing |
|  |  |  |  |  |
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\* Details of NEW Corporate Internet Banking users provided as per annexure.1. We confirm that until the Bank’s records have been updated, the Bank may continue to act in reliance on the mandates in force prior to the Bank’s receipt of this amendment. The Bank shall be entitled to a reasonable period of not less than seven (7) business days from receipt of these resolutions to process these resolutions.
2. **SIGNING MANDATE** (tick appropriate)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Singly |  | Any Two Jointly |  | Jointly |  | Others, please specify |
|  |  |

1. That these resolutions shall remain in full force and the Bank may rely on these resolutions and the instructions given pursuant to these resolutions until the Bank has received and accepted to be in order, written notice of amendment or revocations of all or any part of these resolutions and has had a reasonable period of time to give effect to the notice.
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|  That as between the Customer and the Bank: (\*\*\*strike off accordingly)\*\*\* a. Where the Customer is a corporation with at least 2 directors, any (i) two directors or (ii) one director and one company secretary or (iii) such person(s) authorised under the Customer’s memorandum and articles of association or constitutive document; \*\*\* b. Where the Customer is a corporation with a single director, (i) the sole director or (ii) such person(s) Authorised under the Customer’s memorandum and articles of association or constitutive document; \*\*\* c. Where the Customer is a Limited Liability Partnership (“**LLP**”), Limited Partnership (“**LP**”) or a partnership, all its partners or such person(s) authorised under the Customer’s LLP agreement, LP agreement or partnership agreement; \*\*\* d. Where the Customer is a society, association, club or management corporation, any two of its office bearers or such person(s) authorised under the Customer’s rules, charter or constitutive documents; \*\*\* e. Where the Customer is a sole proprietorship, its sole proprietor; **be and are hereby authorised to certify to the Bank a true copy or extract of these resolutions passed by the Entity and such certification may be relied upon by the Bank as conclusive evidence of the passing of the resolutions so certified.** |
| Signature  | Name as in NRIC / Passport  | Designation  |
| Signature  | Name as in NRIC / Passport  | Designation  |
| Signature  | Name as in NRIC / Passport  | Designation  |
| Signature  | Name as in NRIC / Passport  | Designation  |
| Signature  | Name as in NRIC / Passport  | Designation  |
| Date: Affix company Seal / Stamp here |

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| --- | --- |
| DETAILS OF NEW AUTHORISED SIGNATORIES/ CORPORATE INTERNET BANKING USER | **Personal Details of NEW Authorised Signatories/ Corporate Internet Banking User** |
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| --- | --- | --- |
|  | Name as per NRIC/Passport [ ]  Mr. [ ]  Ms. [ ] Mrs.  |  Specimen Signature  |
| Residential Address  |
| Nationality [ ]  Singaporean [ ]  Others, please specify |
| NRIC Number \*Passport Number valid up to \*for foreigners only \*EP /WP/LTVP/DP Number valid up to  | Date of Birth  |
| Designation (in the Company)  |   | Contact No.  |
| [ ] Ultimate Beneficial Owner [ ]  Controlling Person 🡪 Shareholding \_\_\_\_\_ % | Email  |
| **Internet Banking Access Required**  [ ]  YES [ ]  NO  |  |
| **Internet Banking User rights required (Enquiry / Maker / Authoriser)** |  |
|  | Name as per NRIC/Passport [ ]  Mr. [ ]  Ms. [ ] Mrs. Click here to enter text.  |  Specimen Signature  |
| Residential Address  |
| Nationality [ ]  Singaporean [ ]  Others, please specify |
| NRIC Number \*Passport Number valid up to \*for foreigners only \*EP /WP/LTVP/DP Number valid up to  | Date of Birth  |
| Designation (in the Company)  |   | Contact No.  |
| [ ] Ultimate Beneficial Owner [ ]  Controlling Person 🡪 Shareholding \_\_\_\_\_ % | Email  |
| **Internet Banking Access Required**  [ ]  YES [ ]  NO  |  |
| **Internet Banking User rights required (Enquiry / Maker / Authoriser)** |  |
|  | Name as per NRIC/Passport [ ]  Mr. [ ]  Ms. [ ] Mrs. Click here to enter text.  |  Specimen Signature  |
| Residential Address  |
| Nationality [ ]  Singaporean [ ]  Others, please specify |
| NRIC Number \*Passport Number valid up to \*for foreigners only \*EP /WP/LTVP/DP Number valid up to  | Date of Birth  |
| Designation (in the Company)  |   | Contact No.  |
| [ ] Ultimate Beneficial Owner [ ]  Controlling Person 🡪 Shareholding \_\_\_\_\_ % | Email  |
| **Internet Banking Access Required**  [ ]  YES [ ]  NO  |  |
| **Internet Banking User rights required (Enquiry / Maker / Authoriser)** |  |

**Signature of Approving Person (s)#**# Approving Persons who have signed the Form to Update Change in Authorised Signatories for Non-Individual Accounts@A copy of the ID document(s) and Address Proof (if different from NRIC) duly verified by an official of SBI to be enclosed\*Delete / strike off if not applicable. Use additional sheets if requiredAdditional Sheet to be signed by all approving persons |