

STANDING ORDER APPLICATION / INFORMATION UPDATE FORM

To: Robinson Road P.O. Box 1282 Singapore 902532

 Type Of Request: Application Information Update Termination

ACCOUNT PARTICULARS (Field marked with * is mandatory)	
Account Name *:	<input style="width: 80%;" type="text"/>
Account No. *:	<input style="width: 80%;" type="text"/>
SO Number:	<input style="width: 15%; text-align: center;" type="text"/> P <input style="width: 15%; text-align: center;" type="text"/> M <input style="width: 50%;" type="text"/> (Leave blank for Application. Mandatory for Information Update or Termination)

STANDING ORDER DETAILS (Field marked with * is mandatory)	
First Payment Date *:	<input style="width: 10%; text-align: center;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/>
No. of Payments:	<input style="width: 20%;" type="text"/>
Next Payment Date: (For Update Only)	<input style="width: 10%; text-align: center;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/> <input style="width: 10%; text-align: center;" type="text"/>
Frequency of Payment *:	<input type="radio"/> Weekly <input type="radio"/> Fortnightly [^] <input type="radio"/> Monthly <input type="radio"/> Bi-monthly <input type="radio"/> Quarterly <input type="radio"/> Half-annually <input type="radio"/> Annually <small>([^] Not applicable for GIRO Standing Order)</small>
Payment Mode *:	<input type="radio"/> GIRO <input type="radio"/> Cashier's Order <input type="radio"/> Demand Draft <input type="radio"/> Telegraphic Transfer
Payment Currency *:	<input style="width: 20%;" type="text"/>
Payment Amount *:	<input style="width: 60%;" type="text"/>
Final Payment Amount:	<input style="width: 60%;" type="text"/> (Leave blank if this is same as Payment Amount)
Customer Reference *:	<input style="width: 80%;" type="text"/>
Mail To:	<input type="radio"/> Applicant <input type="radio"/> Beneficiary (Leave blank if Payment Mode is GIRO)

BENEFICIARY'S PARTICULARS (This section is applicable for Application only. Field marked with * is mandatory)	
Beneficiary Bank *:	Swift BIC: <input style="width: 40%;" type="text"/>
Account No. *:	<input style="width: 80%;" type="text"/>
Beneficiary Name *:	<input style="width: 80%;" type="text"/>
<small>(Up to 70 characters)</small>	
Beneficiary Address:	<input style="width: 80%;" type="text"/>
<small>(Required if Mail To Beneficiary is selected. Up to 140 characters)</small>	

STANDING ORDER TERMINATION (This section is applicable for Termination only)	
Please terminate my/our standing order with effect from:	<input style="width: 40%;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> / <input style="width: 10%; text-align: center;" type="text"/> (DD/MM/YYYY)

AUTHORISATION & AGREEMENT	
I/We confirm that I/we have obtained, read and understood and that I/we agree to be bound by the Bank's Terms and Conditions Governing Accounts and Services (which are available at uob.com.sg and at the Bank's branches).	
I/We authorise the Bank to debit my/our account with the payment(s) indicated above and credit the same to the payee's account, notwithstanding that to do so may result in an overdraft or an increase of the overdraft on my/our account. The Bank is under no obligation to make such payment(s) if my/our account does not have sufficient funds on the day that payment(s) is/are due nor to effect overdue payments even though funds are deposited in my/our account subsequent to the due date for payment(s).	
I/We acknowledge that the Bank shall be entitled to:- <ul style="list-style-type: none"> (a) effect currency conversion at the Bank's own rate of exchange for remittance in foreign currency by cashier's order, demand draft or telegraphic transfer; and (b) deduct fees and charges from my/our account for each standing order payment (Please refer to our Bank's website at uob.com.sg for the applicable fees and/or charges. The Bank reserves the right to revise any fees and/or charges from time to time without prior notice.) 	
I/We understand that a charge will be levied on each standing order payment that is rejected due to insufficient funds, in accordance with the Bank's Terms and Conditions Governing Accounts and Services.	
I/We understand that this authorisation shall continue to be in force until expressly revoked by notice in writing signed by myself or any one of us and delivered to the Bank, it being understood that the Bank may, at its absolute discretion, determine this arrangement by giving written notice to me/us at my/our address last known to the Bank. I/We acknowledge that any alteration and cancellation of the instructions stated above should reach the Bank at least seven (7) business days before the next successive payment is due. I/We understand that payment will be effected on the next business day if the payment date falls on a Sunday or Public Holiday.	
I/We hereby agree to absolve the Bank from any liability whatsoever in respect of any error or omission in the payment(s) to the payee and to indemnify the Bank from and against all claims, demands, losses, actions, proceedings, damages, charges and expenses, including legal costs, on an indemnity basis arising from the Bank's acceptance of and actions taken for this authorisation.	
(For GIRO Arrangements Only) No acknowledgement letter will be issued upon setup. No debit advice will be sent. Your payment(s) will be reflected in your UOB Current/Savings Account or bill statement(s). This standing order is only applicable for SGD accounts.	
<div style="border: 1px solid black; height: 60px; margin-bottom: 5px;"></div> Authorised Signature(s)	<div style="border: 1px solid black; height: 60px; margin-bottom: 5px;"></div> Authorised Signature(s)
_____ Date	_____ Date
(Note: For Joint AND accounts, the signatures of all the joint account holders are required. Thumbprint must be affixed in the presence of a bank officer. Please bring your NRIC/Passport for identification purposes.)	

FOR BANK USE ONLY			
Attended by <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>	Name: Staff ID: LAN ID:	Signature(s) verified by (For thumbprint, witnessed by) <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>	Name: Staff ID: LAN ID: