

MERCHANT APPLICATION FORM

Retail Electronic Data Capture Terminal Application: Nos. of Wired Terminal ____ Nos. of Wireless Terminal ____
*Please note that merchant is required to apply own data sim card for Wireless terminal

Instalment Payment Plan (IPP): Nos. of Wired Terminal ____ 6 Months 12 Months
*Please note that IPP is only applicable for: Maybank Singapore Issued Credit Cards / Minimum Transaction is SGD 500.00 / Wired Terminal Only

Ecommerce Online Payment: Batch Processing / Recurring Payment

Ecommerce Online Payment 3 Months 6 Months

COMPANY INFORMATION

Registered Business Name (as per ACRA records or relevant registered record)

Registered Business Number (as per ACRA records or relevant registered record)	Date of Registration	Country of Incorporation
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Constitution

Sole Proprietorship
 Partnership/ Limited Liability Partnership (LLP)
 Society / Club / Association
 Non-profit Organisation
 Singapore Incorporated Company(Pte Ltd/Ltd)
 Others (please specify) _____

Registered Business Address Postal Code: _____

Corresponding Address (if differs from above) Postal Code: _____

GST Registered <input type="checkbox"/> Yes <input type="checkbox"/> No GST Registration Number: _____	Business Crediting Account No.: <input type="checkbox"/> Maybank <input type="checkbox"/> Others (please specify): _____
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CONTACT PERSON

Name of Key Contact Person <input type="checkbox"/> Mr <input type="checkbox"/> Miss	Designation	Telephone (Mobile)
Email	Telephone (Office)	Facsimile

OUTLET INFORMATION

Outlet Name or Trading Name

Outlet Address Postal Code: _____

Name and Designation of Contact Person <input type="checkbox"/> Mr <input type="checkbox"/> Miss	Telephone (Office)	Telephone (Mobile)
Email	Website URL	

BUSINESS DETAILS

Please describe the nature of your business, business model and products sold (e.g. electronics goods, computers). Country of operations: _____

Estimated Annual Sales Volume	Estimated Annual Card Sales Volume	Average Ticket Size	No. of Outlets
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Source of Revenue <input type="checkbox"/> Singapore <input type="checkbox"/> Others (please specify): _____	Source of Incoming Fund <input type="checkbox"/> Business Proceeds <input type="checkbox"/> Commissions <input type="checkbox"/> Service Rendered <input type="checkbox"/> Return of Investment <input type="checkbox"/> Others (please specify): _____
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Delivery of product and services <input type="checkbox"/> Immediately <input type="checkbox"/> ____ days <input type="checkbox"/> Others (please specify): _____	Profile of Customers <input type="checkbox"/> Locals <input type="checkbox"/> Corporate <input type="checkbox"/> Tourists
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Payment Schemes/Modes: Visa / MasterCard Transaction Currencies <input type="checkbox"/> SGD <input type="checkbox"/> USD (Ecommerce Only) <input type="checkbox"/> Others _____	Shop / Office Details <table style="width: 100%; border: none;"> <tr> <td></td> <td align="right">YES</td> <td align="right">NO</td> </tr> <tr> <td>Signboard Present</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Shop setup fully furnished</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Not furnished, please state date of completion: _____</td> <td></td> <td></td> </tr> </table>		YES	NO	Signboard Present	<input type="checkbox"/>	<input type="checkbox"/>	Shop setup fully furnished	<input type="checkbox"/>	<input type="checkbox"/>	Not furnished, please state date of completion: _____		
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Signboard Present	<input type="checkbox"/>	<input type="checkbox"/>											
Shop setup fully furnished	<input type="checkbox"/>	<input type="checkbox"/>											
Not furnished, please state date of completion: _____													

Specify Credit Card Return Policy

Specify Policy, Standards and/or Practices in Information Security

TERMS AND CONDITIONS

By submitting this application, I/We:

- hereby declare that all information provided herein is correct and I/we have understood all requirements as per indicated by Maybank Singapore Limited (the 'Bank'), and will ensure that total compliance is met at all times in handling the Card Information being stored in my/our Company/Business Premises. The Bank shall be notified in writing if there is/are any change(s) on the information provided earlier. The method of storage will be subjected to audit by the Bank to ensure compliance. Any penalty(s) imposed due to non-compliance by the Card Association(s) (i. e. MasterCard International and/or VISA International) or MAS (in the event of any breach of data/non-compliance) will be fully borne by me/us.
- agree that the Bank shall reserve the right to approve or reject my/our application as the Bank deems fit without assigning any reason.
- agree to be bound by the attached Merchant Card Service Terms and Conditions.
- agree to accept the Cards unconditionally and not to charge Cardmembers any fees for using the Cards.
- agree to destroy the Cards' CVV Value upon completion of sales transaction (if applicable).
- acknowledge that the processing of Retail application will take approximately 4 weeks upon receiving full set of completed documents.
- acknowledge that the processing of EC application will take approximately 6 weeks upon receiving full set of completed documents.
- acknowledge that the Bank will inform merchant of the application status and for approved applications, our relationship manager will establish the final deployment / setup date once the merchant account has been setup.

Documents required:

- a clear copy of all directors' ID (NRIC for local & PR, Passport for foreigner)
- a clear copy of all shareholders' ID with 25% or more ownership (NRIC for local & PR, Passport for foreigner, ACRA/ROC/COI for Corporate)
- a clear copy of latest proof of address (e.g. utilities bills) for all foreign directors & shareholders (with 25% or more ownership)
- certified true copies of the Company audited financial statements for the last two (2) financial years.
- a clear copy of cheque sample (with company's name on it) for crediting verification

I/We acknowledge and agree that we are responsible for ensuring that each individual whose personal data has been provided to you pursuant to our application hereto and from time to time consents to the collection, use, disclosure and/or processing of his personal data by you and your authorized service providers for purposes set out in policies, circulars, notices or guidelines governing Bank's collection, use and/or disclosure of personal data, including the Data Protection Policy available *inter alia* at <http://www.maybank2u.com.sg/>, which you may update from time to time ("Data Protection Policies"). I/We shall ensure that all relevant individuals are furnished with a copy of the terms that apply to any account with or service provided by you and the aforesaid Data Protection Policies.

I/We hereby confirm with the Bank that I/we are duly authorized by the applicant mentioned under the registered name herein to apply to the Bank for Merchant facilities and to execute all relevant documents relating to the Merchant facilities and to acknowledge the acceptance of the Terms and Conditions set forth herein.

Signature

Company Stamp

Authorised Signatory

Name:

Designation:

NRIC/Passport:

Date:

Please send a set of the completed forms and supporting documents to corp_ma@maybank.com.sg for verification and undergo the application process. After which, please forward the originals to:

Maybank Singapore Limited
2 Battery Road #10-01
Maybank Tower
Singapore 049907
Attn: Merchant Acquiring

For Bank Use Only

MerchantID: _____	TID: _____	MDR: VISA _____	ON-US _____	OFF-US _____	Settings <input type="checkbox"/> 3D With CVV <input type="checkbox"/> 3D Without CVV MCC: _____ Gateway Vendor: _____
MerchantID: _____	TID: _____	MDR: VISA _____	ON-US _____	OFF-US _____	Remarks
_____	_____	MC _____	_____	_____	