



## UOB eALERTS! MAINTENANCE FORM

### 1. Applicant's business details



Registered Business Name

Business Registration No.

### 2. Update Contact Person's details



Contact Person

Designation

Mobile No.  
(please include country and city codes for overseas numbers)

Email Address

### 3. Update Designated Account for Fees and Charges



Designated Fees Charges Account No.

Currency



I/We authorise the Bank to debit all fees and charges relating to my/our application and/or use of UOB eAlerts! Service from the designated account or any other account of the Applicant.

### 4. Update my Cash Alerts (Please complete part a and b)

☒ (Please tick where applicable)



a.

☐ Add new notification account for Cash Alerts

☐ Update (Existing notification account for Cash Alerts settings will be superceded for all recipients)

Account No.

Currency



#### b. Type of Cash Alerts

|                                                                                                                                | <input type="checkbox"/> Service Package 1<br>(per user per account) | <input type="checkbox"/> Service Package 2<br>(per user per account) |
|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Notify me of all Incoming & Outgoing DuitNow                                                          | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me when the Telegraphic Transfer is successfully credited into the beneficiary account (CCA)   | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me of my daily A/C balance (ABL)                                                               | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me when my designated notification account balance falls below the threshold value (ABB) _____ | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me when my designated notification account balance is above the threshold value (ATA) _____    | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me of Incoming Funds that equal or exceeding threshold amount (INF) _____                      | √                                                                    | √                                                                    |
| <input type="checkbox"/> Notify me of debit amount equal or exceeding threshold amount (LDB) _____                             | √                                                                    | √                                                                    |
| Alerts sent by Email                                                                                                           | √                                                                    | √                                                                    |
| Alerts sent by SMS                                                                                                             |                                                                      | √                                                                    |

☒ (Please tick where applicable)

### User 1 Details

Mobile No.  
(please include country and city codes for overseas numbers)

Mobile No.  
(please include country and city codes for overseas numbers)

Mobile No.  
(please include country and city codes for overseas numbers)



1. Alerts setting for recipient(s) below will follow alert settings as subscribed by the Applicant
2. FSCM Alerts will not be setup if the applicant is not eligible for FSCM products at the point submission of this application.

Mobile No.  
(please include country and city codes for overseas numbers)

Mobile No.  
(please include country and city codes for overseas numbers)

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Account No.

Currency

[illegible]

 Note: The recipient(s) details will be amended as below. Please provide previous email address and/or mobile number to ensure records are updated

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Account No.

Currency

[illegible]

Name

From

To

☐ Email Address   ☐ Remove

☐ Mobile No. |  |

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ ESCM Alerts

Account No.

Currency

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Name \_\_\_\_\_

From

To

☐ Email Address   ☐ Remove

☐ Mobile No. |  |

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Account No.

Currency

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Name

From

To

☐ Email Address | ☐ Phone Number | ☐ Address | ☐ Remove

☐ Mobile No.

## 7. Delete Recipients (To delete more recipients, please use Appendix C)



Note: Please indicate the name and all the details that are to be deleted

**User 1 Details** ☒ (Please tick where applicable)

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

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Name

(Please input Surname in uppercase)

Mobile No.

**User 2 Details** ☒ (Please tick where applicable)

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

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Name

(Please input Surname in uppercase)

Mobile No.

**User 1 Details** ☒ (Please tick where applicable)

☐ Cash Alerts    ☐ Trade Services Alerts    ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

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Name

(Please input Surname in uppercase)

Mobile No.

## 8. Unsubscribe Alerts Service

☒ (Please tick where applicable)☐ All Cash Alerts    ☐ All Trade Services Alerts    ☐ FSCM Alerts

Currency / Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

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## 9. Declaration by Applicant

I/We, on behalf of the Applicant, hereby:-

- Confirm that the person(s) whose information appear in Part 1 to 7 above and/or any other letter(s) of instruction is/are authorised to perform and effect the above services opted by us;
- Confirm that the information in Part 1 to 7 is complete and accurate, and we shall immediately notify you in writing of any change therein;
- Agree that the default threshold for eAlerts! and alerts under Appendix D can be revised by UOB from time to time. The revised default threshold will be available at [www.uob.com.my](http://www.uob.com.my);
- Agree that the frequency and time of notification received are indicative and subject to change. UOB reserves the right to change the frequency and time of notification and the changes made can be found at [www.uob.com.my](http://www.uob.com.my);
- Confirm that Approved Persons as per the Schedule of Approved Persons annexed to the Accounts & Services Resolution/any two of the Authorised Signatories/Personnel as per the standalone resolution for the use of eAlerts (or if there is only one Authorised Signatory/Personnel, that Authorised Signatory/Personnel)\*, be hereby authorised to operate the relevant notification account(s) of the Company as listed in the application form;
- Confirm that I/we have read the terms and conditions governing the UOB eAlerts! as amended and supplemented from time to time and agreed to be bound by the said term and conditions which can be found at [uob.com.my/default/terms-conditions.page](http://uob.com.my/default/terms-conditions.page).

### Authorised Person(s)/Approved Person(s)

| Name                 | Signature            | Name                 | Signature            |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Date                 | <input type="text"/> | Date                 | <input type="text"/> |

Please send the completed form to a UOB Branch near you.

- The Bank will process your application within 5 business days.
- Do call the Bank at **603-26128 121** (Kuala Lumpur), **604-2401 121** (Penang), **607-2881 121** (Johor Bahru), **6 082-287 121** (Kuching), **6 088-477 121** (Kota Kinabalu) to check your maintenance status.

### Notes

1. Monthly Subscription Charges:

|       | Service Package 1<br>(per user per account) | Service Package 2<br>(per user per account) | Trade Services/<br>FSCM Alerts |
|-------|---------------------------------------------|---------------------------------------------|--------------------------------|
| Email | √                                           | √                                           | √                              |
| SMS   |                                             | √                                           | √                              |

- UOB eAlerts! is available via Email and SMS. SMS Alerts are available for Malaysia registered mobile number as well as Overseas mobile number.
- Trade Services/ FSCM Alerts are for notification purposes only and do not indicate that the trade documents are ready for collection. All existing arrangements with the Bank applies.
- Trade Services/ FSCM Alerts are available Monday to Friday excluding Saturday, Sunday and Public Holidays.
- Trade Services/ FSCM Alerts will be sent by batches or per transaction basis. Trade Services and FSCM reminders will be sent two days and five days prior to due date respectively, and overdue reminders will be sent on next working day past due date. Transaction notifications will be sent at 30 minutes interval between 7:00am to 8:30pm.
- Frequency and time of notification received are indicative and subject to change. UOB reserves the right to change the frequency and time of notification without prior notice.
- Termination of UOB eAlerts! requires prior written notice of at least 30 business days to be given to the Bank.

### For Bank's Use Only \*Please delete where applicable

#### Attended by:

(TB Sales/RM/Branch/CFS\*)

Name and Signature

Date

#### Signature verified by:

- ☐ ASR  
☐ Others

Name and Signature

Date

#### Processed/Approved by:

Name and Signature

Date

### Remarks





 Note: The recipient(s) details will be amended as below. Please provide previous email address and/or mobile number to ensure records are updated

User 1 Details ☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

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Name

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To

☐ Email Address   ☐ Remove

☐ Mobile No.   ☐ Remove

User 2 Details ☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

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☐ Email Address   ☐ Remove

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User 3 Details ☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

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Authorised Person(s)/Approved Person(s)

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Note: Recipients below will be removed from all Cash/Trade Alerts as subscribed by the Applicant.

☒ (Please tick where applicable)☐ Cash Alerts    ☐ Trade Alerts    ☐ FSCM Alerts

### Notification Account

(Only applicable for Cash Alerts)

Currency

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NRIC/FIN/Passport No.  
(default NRIC)☒ (Please tick where applicable)☐ Cash Alerts    ☐ Trade Alerts    ☐ FSCM Alerts

### Notification Account

(Only applicable for Cash Alerts)

Currency

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NRIC/FIN/Passport No.  
(default NRIC)☒ (Please tick where applicable)☐ Cash Alerts    ☐ Trade Alerts    ☐ FSCM Alerts

### Notification Account

(Only applicable for Cash Alerts)

Currency

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NRIC/FIN/Passport No.  
(default NRIC)

**Authorised Person(s)/Approved Person(s)**

Signature

Date \_\_\_\_\_

| Type of UOB Cash Alerts                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Account Balance                                                                  | <ul style="list-style-type: none"> <li>Notification to be sent daily at 9am and 6pm.</li> </ul>                                                                                                                                                                                                                                                                                                                                      |
| Account Balance Below Threshold                                                  | <ul style="list-style-type: none"> <li>Notify me when account balance falls below the threshold amount set.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 10,000 units of the account currency.</li> </ul>                                                                                                                                                                      |
| Account Balance Above Threshold                                                  | <ul style="list-style-type: none"> <li>Notify me when account balance goes above the threshold amount. The threshold for notification is customisable and if not specified, will be defaulted to 100,000 units of the account currency.</li> </ul>                                                                                                                                                                                   |
| Incoming Funds                                                                   | <ul style="list-style-type: none"> <li>Notify me of incoming funds to account in real-time.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to any amount of the account currency.</li> </ul>                                                                                                                                                                                        |
| Debit Notification                                                               | <ul style="list-style-type: none"> <li>Notify me of funds debited from account in real-time.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to any amount of the account currency.</li> </ul>                                                                                                                                                                                       |
| Incoming & Outgoing DuitNow                                                      | <ul style="list-style-type: none"> <li>Notify me of all Incoming &amp; Outgoing Instant Transfer/ DuitNow to account in real-time.</li> </ul>                                                                                                                                                                                                                                                                                        |
| SWIFT gpi Alert                                                                  | <ul style="list-style-type: none"> <li>Notify me when the Telegraphic Transfer is successfully credited into the beneficiary account (CCA).</li> </ul>                                                                                                                                                                                                                                                                               |
| Type of UOB Trade Services Alerts                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Import Letter of Credit (LC/LC-i)                                                | <ul style="list-style-type: none"> <li>Notify me when my import LC and/or LC-i has been issued, amended &amp; cancelled.</li> </ul>                                                                                                                                                                                                                                                                                                  |
| Inward Bills (LC/LC-i and Non-LC)                                                | <ul style="list-style-type: none"> <li>Notify me upon arrival of inward bills, LC, LC-i and/or non-LC.</li> <li>Send me a reminder 2 business days prior to bill payment due date.</li> <li>Notify me when my settlement instruction has been effected.</li> </ul>                                                                                                                                                                   |
| Import Financing (TR/TR-i)/ Invoice Financing                                    | <ul style="list-style-type: none"> <li>Notify me once my trade financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my payment is overdue.</li> <li>Notify me when my settlement instruction has been effected.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/or Periodic Interest Payment (not applicable to TR-i)</li> </ul> |
| Letter of Credit Advising                                                        | <ul style="list-style-type: none"> <li>Notify me when my export LC and Transfer LC are advised through UOB.</li> <li>Notify me when my SBLC are advised through UOB.</li> </ul>                                                                                                                                                                                                                                                      |
| Transfer Letter of Credit                                                        | <ul style="list-style-type: none"> <li>Notify me when my Transfer LC has been issued, amended &amp; cancelled.</li> </ul>                                                                                                                                                                                                                                                                                                            |
| Export Documentary Handling (LC & Non-LC)                                        | <ul style="list-style-type: none"> <li>Notify me when my documents have been dispatched.</li> <li>Notify me upon receipt of acceptance and confirmation of maturity date.</li> </ul>                                                                                                                                                                                                                                                 |
| Outward Bills Collection                                                         | <ul style="list-style-type: none"> <li>Notify me of unaccepted/unpaid outstanding bills.</li> <li>Notify me when my cancellation instruction has been processed.</li> </ul>                                                                                                                                                                                                                                                          |
| Export Proceeds (LC & Non-LC)                                                    | <ul style="list-style-type: none"> <li>Notify me once export proceeds (LC and/or Non-LC) have been credited.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/or Periodic Interest Payment.</li> </ul>                                                                                                                                                                                                     |
| Export Trade Financing                                                           | <ul style="list-style-type: none"> <li>Notify me once my trade financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my settlement instruction has been effected.</li> <li>Notify me when my payment is overdue.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/or Periodic Interest Payment.</li> </ul>                         |
| Shipping Guarantee                                                               | <ul style="list-style-type: none"> <li>Notify me when my Shipping Guarantee has been issued.</li> <li>Notify me 2 months from issuance date and subsequently every 3 months if my Shipping Guarantee has not been redeemed.</li> </ul>                                                                                                                                                                                               |
| Bank Guarantee                                                                   | <ul style="list-style-type: none"> <li>Notify me when my Bank Guarantee has been issued &amp; amended.</li> <li>Notify me when there is a claim on my Bank Guarantee.</li> </ul>                                                                                                                                                                                                                                                     |
| Standby Letter of Credit                                                         | <ul style="list-style-type: none"> <li>Notify me when my Standby Letter of Credit has been issued, amended &amp; cancelled.</li> </ul>                                                                                                                                                                                                                                                                                               |
| Bankers Acceptance/ Accepted Bills (BA/AB-i)                                     | <ul style="list-style-type: none"> <li>Notify me once my trade financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my payment is overdue.</li> <li>Notify me when my settlement instruction has been effected.</li> </ul>                                                                                                                                  |
| Buyer Financing/Vendor Financing/ ECR Financing (Pre-Shipment and Post Shipment) | <ul style="list-style-type: none"> <li>Notify me once my financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my settlement instruction has been effected.</li> </ul>                                                                                                                                                                                       |

| FSCM Alerts                                  |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Account Receivable Purchase Without Recourse | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me once my receivable purchase request has been approved by the Bank</li> <li>• Notify me once my ARP transaction has been successfully converted to Distributor/Dealer Finance</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Account Receivable Purchase With Recourse    | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me once my receivable purchase request has been approved by the Bank</li> <li>• Send me a reminder 5 business days prior to Invoice Maturity date</li> <li>• Notify me when a payment is successfully received from one of my buyers</li> <li>• Notify me once my ARP transaction has been successfully converted to Distributor/Dealer Finance</li> </ul>                                                                                                                                                                                                                                                                                       |
| Distributor Finance (Post Shipment)          | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when a Buyer accepts an invoice</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                              | Applicable to the Buyer  | <ul style="list-style-type: none"> <li>• Notify me when my upload of invoice has been successful</li> <li>• Notify me when there is an invoice pending my acceptance</li> <li>• Notify me when the Seller has amended an invoice</li> <li>• Notify me when my finance request has been approved by the Bank</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my loan has been settled</li> <li>• Notify me when my post shipment financing has been used to settle an outstanding pre shipment payment</li> </ul>                                                                                              |
| Distributor Finance (Advanced Payment)       | Applicable to the Buyer  | <ul style="list-style-type: none"> <li>• Notify me when my PO/Sales contract has been successfully uploaded</li> <li>• Notify me when my Seller has accepted the PO/Contract</li> <li>• Notify me when my Seller has amended the PO/Contract</li> <li>• Notify me when my transaction has exceeded limit and pending approval</li> <li>• Notify me when my finance request has been approved by the Bank</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my loan has been settled</li> <li>• Notify me when my post shipment financing has been used to settle an outstanding pre shipment payment</li> </ul> |

| FSCM Alerts                                       |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Supplier Finance (Post Shipment) Without Recourse | Applicable to the Buyer  | <ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                   | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me when my invoice has been accepted by my Buyer</li> <li>• Notify me when my invoice is pending acceptance from my buyer</li> <li>• Notify me when my finance request has been approved</li> <li>• Notify me when my invoice details have been amended</li> </ul>                                                                                                                                                                                                                                                                                                                                |
| Supplier Finance (Post Shipment) With Recourse    | Applicable to the Buyer  | <ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                   | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me when my invoice has been accepted by my Buyer</li> <li>• Notify me when my invoice is pending acceptance from my buyer</li> <li>• Notify me when my finance request has been approved by the Bank</li> <li>• Notify me when my invoice details have been amended</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when a payment has been received from the buyer for my financed invoices</li> </ul>                 |
| Supplier Finance (Pre Shipment)                   | Applicable to the Buyer  | <ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                   | Applicable to the Seller | <ul style="list-style-type: none"> <li>• Notify me when my upload of PO has been successful</li> <li>• Notify me when my PO has been amended by my Buyer</li> <li>• Notify me when my finance request has been approved by the Bank</li> <li>• Notify me when my loan amount has been amended</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Notify me when my loan has been settled</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my pre shipment financing has been converted to post shipment financing</li> </ul> |