

# DBS IDEAL

## APPLICATION PACK - REFERENCE (FOR CUSTOMER'S RETENTION)

Use this Application Form to sign up for DBS IDEAL if you:

### New IDEAL Customer

- Are an existing PT Bank DBS Indonesia Corporate Customer with no IDEAL account
- Wish to set up an authorisation policy for DBS IDEAL that differs from cheque, giro, withdrawal and transfer application signing mandate
- Require user segregation between accounts (ie. some user can only access some accounts)

### Existing IDEAL Customer

- Wish to upgrade your service package from Enquiry to Transaction

## A SIGNUP PROCESS



- 1 Decide IDEAL Services Required + Complete the IDEAL Application Form and Electronic Banking Power of Attorney

Attach ID documents and proof of residence  
**(Mandatory for Transaction Authoriser - refers to USER ROLES description on section C)**



- 2 Mail the completed forms and required documents to your respective RM/CSO



- 3 Receive acknowledgement email that informs you that your application is being processed



- 4 Receive the Welcome Pack\* and PIN Mailer (in a separate mail) upon successful application

\*Welcome Pack includes:  
Organisation ID, User ID, Security Device and Getting Started Guide

## B PACKAGE DETAILS

DBS IDEAL is a corporate internet banking platform designed to make banking faster, simpler and smarter.

Package Type	Enquiry	Transaction
Services Available	Enquiry	Enquiry Payment Payroll Trade
Setup Fee	Waived	Waived
Monthly Maintenance Fee	Waived	Waived
Security Device (At point of registration)	Soft Token	Soft Token
Hard Token Fee	IDR 250,000 / item	IDR 250,000 / item

For more information, please contact DBS BusinessCare, Email: [businesscareid@dbs.com](mailto:businesscareid@dbs.com), Tel: 1500 327 / 69 327 (via ponsel), Senin – Jumat / 08.00 – 17.00 (kecuali hari libur nasional).

### SERVICE TYPES

- Enquiry**  
View account balances, account activities, trade transactions, remittance advices, alerts & notifications, fixed deposit information and loan information.
- Payment**  
Make payments locally & internationally via Intra Company Transfer, Account Transfer, SKN, RTGS or Telegraphic Transfer.
- Payroll**  
Make payroll transfers to multiple recipients on a regular basis.
- Trade**  
Enquire on trade transaction details and history. Submit new trade applications for Documentary Credit, Documentary Collection, Guarantees and Standby LC.
- Tax**  
Generate tax billing codes and make tax payments locally.
- Other Specific Services**  
Specify other type of services not listed above or selected products that the user requires (e.g. Telegraphic Transfers only).

### USER ROLES

- Transaction Maker**  
User who creates transactions.
- Transaction Verifier**  
User who verifies transactions before the transactions go to authoriser.
- Transaction Authoriser**  
User who approves transactions. Certified true copy of either a) User's KTP (Indonesian citizen) or b) Passport, KITAS/reference letter and other supporting document that contains address information (Foreigner) will need to be submitted.
- Transaction Releaser**  
User who submits transactions to Bank after transactions approved.
- Admin Officer (2 Required)**  
User will be given access to Unlock User, Unlock Security Device and Request for new Login PIN.
- Contact Person**  
The bank will liaise directly with him/her on matters relating to IDEAL sign up and services.

Please complete this form in BLOCK LETTERS.

### 1 COMPANY DETAILS \*Mandatory Fields

Company Name\* \_\_\_\_\_

Company Tax Registration No.\* \_\_\_\_\_

### 2 ACCOUNT(S) TO BE MANAGED UNDER IDEAL

Note: To add more than 6 accounts, please provide with separate instructions acknowledged by authorised signatories.

Designated account for IDEAL subscription fees.	
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>
6	<input type="text"/>

### 3 AUTHORISE OWN TRANSACTIONS

Tick where applicable

Tick if single person able to create and authorize own transactions (Single Control)

**Risk Disclosure Statement**  
 For all transactions made through DBS IDEAL, the system will have Dual Control in place such that no single person could create and approve transactions that would result in fraudulent action, except if the Customer chooses to use Single Control. Please see below explanation on the difference between Dual Control and Single Control:

**Dual Control**  
 A procedure that involves two or more people to complete a transaction – one person to create a transaction and another of higher authority to approve it in the system. This makes the system more secure as both persons would need to be in collusion to commit fraud.

**Single Control**  
 A procedure that needs only one person to complete a transaction, thus may incur higher risk compared with Dual Control.

Authorised Person signatories required	
SIGN HERE	SIGN HERE

FOR BANK USE ONLY				
In-Country Service Rep (GTS)	In-Country Service Rep (CBO)	Channel Creator	Channel Authoriser	Customer CIN
Name:	Name:	Name:	Name:	
Date:	Date:	Date:	Date:	Organisation ID Assigned
Signature:	Signature:	Signature:	Signature:	



Please complete this form in BLOCK LETTERS.

## 4 SERVICE(S) AND USER ROLE(S) \*Mandatory Fields

Note: 2 Contact Persons must be provided. To add more users, use additional pages.

Tick where applicable

Admin Officer  Contact Person

Admin Officer  Contact Person

User Name\*  KTP/Passport No.\*

Nationality\*  Date of Birth (DD/MM/YYYY)\*

Preferred IDEAL User ID (8-12 alphanumeric characters, ie. A-Z, 0-9)  Office No.

Email Address\*  Mobile No.\*

User Name\*  KTP/Passport No.\*

Nationality\*  Date of Birth (DD/MM/YYYY)\*

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Email Address\*  Mobile No.\*

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Transaction			
Service(s) \ Role(s)	Transaction Maker	Transaction Authoriser	Please indicate authoriser group for this user: (e.g. A, B, C, D, or E, if applicable to Authorisation Policy)
Payment	<input type="checkbox"/>	<input type="checkbox"/>	
Payroll	<input type="checkbox"/>	<input type="checkbox"/>	Verifier / Releaser
Trade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Transaction Verifier
Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Transaction Releaser

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Enquiry  Trade Access  DealOnline

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Other Specific Instructions

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Access to which Account(s)? (from section 2)

All Accounts **OR**  1  2  3  4  5  6

Access to which Account(s)? (from section 2)

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Other Specific Instructions

Access to which Account(s)? (from section 2)

All Accounts **OR**  1  2  3  4  5  6

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All Accounts **OR**  1  2  3  4  5  6

Authorised Person signatories required

SIGN HERE  SIGN HERE



## 5 AUTHORISATION POLICY

<input type="checkbox"/> All Services <b>OR</b> <input checked="" type="checkbox"/> Payment <input type="checkbox"/> Payroll <input type="checkbox"/> Trade <input type="checkbox"/> Others _____			
Above	Up to	Authorisation Requirement	
0	IDR 100,000,000	No. of Authoriser required <input checked="" type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	Required Combination of Authorised Signatories <input type="text"/>
IDR 100,000,000	IDR 500,000,000	No. of Authoriser required <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	Required Combination of Authorised Signatories <b>1A and 1B</b>

**EXAMPLE**

Payment from IDR 0 to IDR 100 million requires signatory from Any 1 Authoriser.

Payment from IDR 100 million to IDR 500 million requires 1 signatory from Group A and 1 from Group B.

Note: If page left blank, default setting of 'Any 1 Authoriser for All Amounts' will apply.  
 If the services applicable is not indicated, the authorisation policy will apply to All Services.  
 The total transaction value of the batch will be used to calculate the authorisation limit.  
 To add more authorisation instructions, use additional pages.

Tick where applicable

<input type="checkbox"/> All Services <b>OR</b> <input type="checkbox"/> Payment <input type="checkbox"/> Payroll <input type="checkbox"/> Trade <input type="checkbox"/> Others _____			
Above	Up to	Authorisation Requirement	
		No. of Authoriser(s) required <input type="checkbox"/> Any 1 Authoriser <input type="checkbox"/> Any 2 Authorisers	Required Combination of Authorised Signatories <input type="text"/>
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Authorised Person signatories required	
SIGN HERE	SIGN HERE



## 6 OTHER INSTRUCTIONS

Note: To add more Instructions, use additional pages.

Tick where applicable

### a. Parent/Subsidiary Companies Linkage

Parent Company Name  
\_\_\_\_\_

Company Tax Registration No./IDEAL Organisation ID  
\_\_\_\_\_

Subsidiary Company Name  
\_\_\_\_\_

Company Tax Registration No./IDEAL Organisation ID  
\_\_\_\_\_

### b. File Transfer

Access this service

File Transfer allows you to upload files generated from your accounting or payroll system. An implementation officer will get in touch with you regarding the service implementation.

### c. Other Specific Instructions

\_\_\_\_\_

## 7 AGREEMENT, AUTHORISED PERSON SIGNATURE(S) AND COMPANY STAMP

I/We hereby confirm that I/we have received copies of PT Bank DBS Indonesia Electronic Banking ("EB") Services Terms and Conditions, which I/we have read, understood and accepted. In addition, I/we acknowledge that there are other terms and conditions and agreement(s) intended or expressed to govern the use of other relevant banking products and services offered by PT Bank DBS Indonesia which may be used by me/us from time to time. I/we hereby confirm that I/we have read, understood and agree to be bound by such terms and conditions and agreement(s). A copy of the terms and conditions can be found at [www.dbs.com](http://www.dbs.com).

For a company which has furnished PT Bank DBS Indonesia with a standalone Electronic Banking Power of Attorney, the authorised signatories of this form must be the same with the assignee or the power of attorney receiver which authorised pursuant to such Electronic Banking Power of Attorney, which dully signed by the authorised signatories of the company.

For partnership, the signatures of all partners are required.

For companies without a standalone Electronic Banking Power of Attorney, signature(s) of the authorised person(s) of the company are required.

I/We have read the Risk Disclosure Statement of Single Control in DBS IDEAL and authorise the bank to proceed with Single Control setup in DBS IDEAL, as indicated in section 3 under the heading Authorise Own Transaction. I/We fully understand and acknowledge the characteristics of Single Control and the risks with this authorisation, and agree to assume and be responsible for all the risks associated with and losses arising out of or in connection with the application and use of Single Control in or through DBS IDEAL. I/We undertake to indemnify and hold the bank fully indemnified from and against any loss, costs (including solicitor and client costs on a full indemnity basis), charges, damages, claims, demands, actions, proceedings and all other liabilities of whatever nature and howsoever incurred or suffered by the Bank or which may be brought or preferred against the Bank as a result of the Bank agreeing to act on our said authorisation. I/We also understand that the bank may terminate the provision of Single Control procedure by notice to us at any time with notification as stipulated under the prevailing laws and regulation.

Note: Please provide certified true copy of ID documents and proof of residence for below Authorised Person signatories.

STAMP DUTY IDR 6,000		COMPANY STAMP (if applicable)
SIGN HERE	SIGN HERE	
Name:	Name:	
Date:	Date:	