

# DBS IDEAL™ MAINTENANCE FORM (FOR SUBMISSION TO BANK)

Please complete this form in BLOCK LETTERS.

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

Organisation ID\* \_\_\_\_\_

## 1 UPDATE ACCOUNT NUMBER(S)

Note: All Users will be granted access to the accounts listed below. All accounts are granted as Trade Settlement if you have signed up for Trade Services. If there is/are any account(s) to be excluded from Trade Settlement, please indicate clearly in **Other Specific Instructions** (from section **2**). To add/remove more accounts, please provide with separate instructions acknowledged by authorised signatories.

### ADD Account Number(s)

A1	<input type="text"/>
A2	<input type="text"/>
A3	<input type="text"/>
A4	<input type="text"/>

### REMOVE Account Number(s)

R1	<input type="text"/>
R2	<input type="text"/>
R3	<input type="text"/>
R4	<input type="text"/>

## 2 ACCOUNT SETTINGS AND INSTRUCTIONS

#Delete where applicable

Note: To add more instructions, click [here](#) for 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

Company Stamp

Authorised Person signatories required

SIGN HERE \_\_\_\_\_

SIGN HERE \_\_\_\_\_