

A/C No:-

Name :-

**BANK OF INDIA**  
SINGAPORE BRANCH

Dear Customer,

We welcome you to open FIXED DEPOSIT Account at our Bank. The Salient Features of the Fixed Deposit Account and rules are as under.

1. A Fixed Deposit account can be opened in a Single name or joint names of two or more than 2 persons or business firm/company and other institutions.
2. A Fixed Deposit account can be opened in following currencies presently.
  - i. Singapore Dollar
  - ii. US Dollar
  - iii. British Pound Sterling
  - iv. Australian Dollar
  - v. Euro
  - vi. New Zealand Dollar
  - vii. Canadian Dollar
  - viii. Swiss Francs
  - ix. Japanese Yen
  - x. German Mark
3. The Minimum balance required for opening a Fixed Deposit account is SGD 2000 / USD 1000 / Other Currencies Min. 1000.
4. You are required to give us photocopy of passport/IC and also original for verification, a latest passport size photograph and other documents applicable to firms/companies.
5. You are also required to complete account opening forms applicable to Fixed Deposit Account.
6. In case of joint accounts of two individuals the operational instructions may be Either or Survivor, Former or Survivor, Both jointly or Survivor. In case of joint accounts of more than two individuals the operational instructions may be any one/two of us or any one/two of the Survivor of us or the last survivor. The operational instructions are to be decided by the account holders at the time of opening the accounts.
7. Variations in the operational instructions/additions or deletions of names shall be effected only under the joint signatures of all the account holders irrespective of the operational instructions.
8. The Bank normally does not act on fax instructions from the customer. However, the customer may authorise the bank to execute their instructions over fax upon specifically indemnifying the Bank for carrying out fax instructions. Even with the indemnity the Bank reserves the right not to act on any fax instructions. In case of fax instructions the original/hard copy should be mailed by the customer on the same day. Non-receipt of the original may entail the customer to lose the facility of issuing instruction in future over fax.
9. Please note that transactions (both deposit and withdrawal.) in USD currency notes shall attract "IN LIEU" charges @1% of transacted amount, each time.
10. Customers are cautioned against volatility in exchange/interest rates in currencies other than SGD.
11. Interest will not be paid for a period less than 30 days on domestic deposits for value less than 1 million.
12. Please let us have your renewal instructions at least two days before the maturity date, otherwise the deposit will be automatically rolled over for a similar period at prevailing rates.
13. Deposits will not ordinarily be allowed to be broken before maturity. However, deposits broken before maturity at Bank's discretion will attract a penal rate of interest as may be decided by the Bank from time to time.
14. Premature withdrawal in case of joint accounts requires signatures of all depositors even though the repayment instructions may be Either or Survivor.
15. Deposit Deal Confirmation shall be forwarded to the last known address of the depositor.

16. Customers are requested to notify the Bank as early as possible of any change of the relevant records such as address, authorised signatories, change of partners/directors and also change in the Articles of Association of the company etc. Until such notice about the change is given to the Bank, the Bank is entitled to rely upon the existing instructions of the customers.
17. All communications sent by post to or left at the last address notified to the Bank shall be deemed to have been delivered to the customer to whom it is addressed at the time when the notice is left at such address or would in ordinary course be delivered notwithstanding that the letter may be returned undelivered through the post.
18. Where a cheque is drawn on the Bank by the customer or is deposited by him for collection/clearing is returned for any reason whatsoever, the bank shall not be under any obligation to call the customer to seek instructions or to inform. The Bank shall however advise the customers in the normal course of business.
19. Customers are requested to kindly examine/check all entries in the statement of account/Deal confirmation and to report at once if any error is found therein. If, within fourteen (14) days after the receipt of the statement/Deal confirmation, the customer does not object to any entries therein or points out any error, the Bank will not be responsible for any loss arising from the neglect of this precaution.
20. The customer will indemnify the Bank, as collecting Banker, from any loss which the Bank may incur by reason of its relying upon any endorsements, discharge(s) on any cheque, bill, note, draft, dividend/interest warrant or other instruments presented by the customer for collection; and in all such cases such reliance by the Bank shall be deemed to have been given at the customer's express request in every case.
21. The Bank may close any customer's account by notice and shall not be bound to disclose any reason therefor. In addition the Bank may review the customer's account at any time at the Bank's discretion.
22. The Bank may debit the customer's account with any amount owing to the Bank at any time.
23. When the Bank accepts or incurs liability for or at the request of the customer, any funds or securities and other valuables deposited with the Bank belonging to the customer and in the hands of the Bank automatically become security to the Bank. The Bank shall have the right to retain such funds or securities or any part thereof and even dishonour the customer's cheque/instructions until the liability is settled.
24. In the event of death of a sole account holder or the surviving or the last surviving account holder, the amount payable in such account shall be paid to the legal representative of such sole account holder or the surviving or the last surviving account holder, as the case may be. The legal representative shall mean either the executor or the administrator who has obtained probate or letters of administration as the case may be.
25. The Bank reserves to itself the right to delete, add to, or alter these rules at any time without giving a separate notice to the customers. An announcement of any change in the rules put up on the Bank's Notice Board or published in the press shall be deemed to be sufficient notice to all customers.
26. Singapore Dollar deposits held by Individuals and non-back depositors such as sole proprietorships, partnerships, companies and other unincorporated entities like associations and societies are covered by the Deposit Insurance Scheme under the Deposit Insurance and Policy Owners' Protection Schemes Act 2011. This scheme protects depositors, in the event a Deposit Insurance Scheme member fails, by compensating insured deposits up to a maximum of S\$50,000.
27. These rules as amended from time to time as aforesaid shall constitute a contract between the customer and the Bank and will be binding on the customer, his executors, administrators or other legal representatives and the Bank.

I/We have read & received a copy of these rules and accept them as binding upon me/us.

Date .....

Signature .....

A/C No. **BANK OF INDIA SINGAPORE BRANCH**

I/We request you to open  TERM DEPOSIT ACCOUNT  SAVING ACCOUNT in my/our name(s). I/We have read the rules of term deposit/Saving Bank Account and accept them as binding upon me/us. I have received a copy of the same. I/We also submit copies of ICS/PPS. I am fully aware of the exchange risks in deposits in currencies other than SGD.

TITLE:

| SR No. | Name /s of applicant/s (in block letters) | Date of Birth | P.P./I.C. No. | Nationality | Occupation |
|--------|---|---------------|---------------|-------------|------------|
| 1      |   |               |               |             |            |
| 2      |   |               |               |             |            |
| 3      |   |               |               |             |            |
| 4      |   |               |               |             |            |

Relationship with Account Holder:

Special Instructions. The Account will be operated upon/principal amount of deposit and /or interest thereon to be held at the disposal of  myself  either or survivor  former or survivor  Any one of us or any one of the survivors or the last survivor of us.  (Any other) \_\_\_\_\_

Address and other details as per reverse.

Specimen Signatures

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Singapore Dollar deposits held by Individuals and non-bank depositors such as sole proprietorships, partnerships, companies and other unincorporated entities like associations and societies are covered by the Deposit Insurance Scheme under the Deposit Insurance and Policy Owners' Protection Schemes Act 2011. This scheme protects depositors, in the event a Deposit Insurance Scheme member fails, by compensating insured deposits up to a maximum of S\$50,000.

**Address :**  
(of first depositor)

|                 |
|-----------------|
| _____           |
| _____           |
| _____ PIN _____ |

**Mailing Address :**

|                 |
|-----------------|
| _____           |
| _____           |
| _____ PIN _____ |

Any Special Instruction : about hold mail, if any: \_\_\_\_\_

TEL NO (Res.) : \_\_\_\_\_ (Off.) : \_\_\_\_\_

MOBILE NO : \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL : \_\_\_\_\_

For office use :

AML / COMPLIANCE CHECKED : FULL / PARTIAL / NO MATCH

RISK CATEGORISATION : HIGH / MEDIUM / LOW

ACCOUNT OPENED BY :

APPROVED BY :

Date : \_\_\_\_\_

MANAGER

CODE NO.

INDEMNITY FOR FACSIMILE/TELEX/EMAIL INSTRUCTIONS

(INDIVIDUAL, SOLE PROPRIETOR PARTNERSHIP A/Cs)

Name : \_\_\_\_\_

Account No : \_\_\_\_\_

To  
Bank of India  
138 Robinson Road  
#01-01 The Corporate Office  
Singapore 068906

In consideration of you at our request agreeing to act upon the instructions which have been/will be sent to you by facsimile or telex or email from time to time in relation to my / our account(s) with you or any facilities extended by you, I / we confirm that I / we am / are aware of the possible risks involved in connection with the giving of any instructions by facsimile or telex or email and that you will not be responsible in any way for any unauthorized instruction or orders given to you and that you will not be under any duty to verify the identity of the sender of the facsimile or telex or electronic mail instructions/orders or enquire into the genuineness or authenticity of such facsimile or telex or electronic mail instructions/orders.

You are hereby irrevocably and unconditionally authorised to act on any instructions/orders by facsimile or telex or email, which in your sole discretion, you believe emanate from me / us (without the need for any verification or investigation) and you shall not be liable for acting on instructions/orders by facsimile or telex or email which emanate from unauthorised individuals or in any other circumstances whatsoever.

I / we hereby undertake and agree to forthwith on demand indemnify you fully and save you harmless from and against all liabilities, loss, cost, actions, charges, damages, expenses, claims and demands which may be made against you or which you may sustain whether directly or indirectly by reason of or in connection with your acting on instructions or orders given to you by telex or facsimile or electronic mail in my / our names/s.

My / Our request and the indemnity herein shall continue until I / We give you written notice signed by me / us as per the operational instructions revoking or terminating the request and indemnity herein given, provided that notwithstanding such written notice, the indemnity herein shall continue to apply in respect of any action taken by you before the date of receipt by you of such notice.

This Deed of Indemnity shall be governed by and construed in accordance with the laws of the Republic of Singapore and any dispute, controversy or claim which may arise between the parties out of or in relation to or in connection with this Deed of Indemnity shall be finally settled by the exclusive jurisdiction of the Singapore Courts.



**COMMON DOCUMENTS REQUIRED FOR ALL CASES:**

1. Specimen signature card (in duplicate).
2. Instructions form for deposit.
3. Rules for Fixed Deposit.
4. Fax /Email indemnity form.

**FOR INDIVIDUALS:**

1. NRIC Copies (Singaporeans only)
2. IC and Passport (PR / Citizens of other countries) & any other document as proof of address.

**FOR CORPORATE ACCOUNTS:**

**CERTIFIED TRUE COPIES OF :**

1. Certificate of Incorporation
2. Certificate of commencement of business.
3. Memorandum of association
4. Articles of Association
5. Board Resolution giving details.
6. IC copies (Singaporeans only) duly signed by all the signatories/Directors.
7. IC and Passport copies (PR / OTHER COUNTRIES) duly signed by all the Signatories/Directors.

**FOR SOCIETIES, ASSOCIATIONS, CLUBS etc:**

- ❖ Rules / Bylaws / Constitution / Handbook
- ❖ Certificate of Registration
- ❖ Resolution for opening of account and for operational instructions in the account.
- ❖ Passport / IC copies of all authorized signatories.