

To: The Bank of East Asia, Limited, Singapore Branch

CERTIFIED EXTRACT OF RESOLUTIONS PASSED BY THE BOARD OF DIRECTORS OF THE COMPANY

At a meeting of the board of directors of

_____ (the "Company")

held on _____, the following resolutions were passed and duly recorded in the Minutes Book of the Company.

IT WAS NOTED THAT:

- (a) the Company had opened bank account(s) with the Bank of East Asia, Limited, Singapore Branch (the "**Bank**"), on the terms and subject to the conditions of the Bank's Accounts and Services Terms and Conditions (the "**Standard Terms**");
- (b) the Company intends to update the names of the authorised signatories in connection with its bank accounts held with the Bank set out in Annex 1 (the "**Accounts**" and each, an "**Account**") and in connection therewith is required to instruct the Bank (the "**Instruction**") to appoint the individuals named in Annex 1 attached hereto as authorised signatories (the "**Authorised Signatories**" and each, an "**Authorised Signatory**").
- (c) each of the Authorised Signatories, in accordance with the signing conditions set out in Annex 1 attached hereto, is authorised ("**Signing Authority**"):
 - (i) to give instructions to the Bank in connection with the Accounts whether orally (including by telephone) or by facsimile or otherwise in writing;
 - (ii) to draw, sign, accept, indorse and otherwise make on behalf of the Company cheques, drafts, orders to pay, bills and notes, provided that the relevant Accounts are in credit and the same are signed by the Authorised Signatories in accordance with the signature requirements prevailing at the time of presentation;
 - (iii) to withdraw any or all money from the Accounts provided that the relevant Accounts are in credit and the same are signed by the Authorised Signatories in accordance with the signature requirements prevailing at the time of presentation; and/or
 - (iv) to close any Account;
- (d) an extract and/or a copy of these resolutions (certified as a true copy by the Company) be furnished to the Bank; and
- (e) all terms and definitions used in these Resolutions and not defined expressly or by incorporation herein shall have the meaning ascribed thereto in the Standard Terms.

IT WAS RESOLVED THAT the Instruction and the Signing Authority be and are hereby approved, confirmed and ratified, and that each Authorised Signatory be and is hereby authorised to sign, seal and/or deliver the Instruction and in his or her absolute discretion to approve any amendment, alteration or modification to the Instruction in accordance with the signing conditions set out in Annex 1 attached hereto.

Certified True and Correct by:

.....
Name:
Designation: Director

.....
Name:
Designation: Director /
Company Secretary

Annex 1

A. ACCOUNT DETAILS

Accounts with The Bank of East Asia, Limited, Singapore Branch (the "**Bank**") to be updated:

All accounts

Only the following account(s) with the Bank:

Account Number: _____ Account Number: _____

Account Number: _____ Account Number: _____

B. REMOVAL OF EXISTING AUTHORISED SIGNATORIES

Authorised Signatory 1 to Remove

Name:

NRIC/Passport No.:

Authorised Signatory 2 to Remove

Name:

NRIC/Passport No.:

Authorised Signatory 3 to Remove

Name:

NRIC/Passport No.:

Authorised Signatory 4 to Remove

Name:

NRIC/Passport No.:

For Bank Use Only

Attended by

Checked by

Approved By

C. ADDITION OF NEW AUTHORISED SIGNATORIES	
New Authorised Signatory 1	
Name:	
NRIC/Passport No.:	Email:
Nationality:	Mobile Number:
Occupation:	Office Number:
Date of Birth:	Specimen Signature:
Signing Group:	
New Authorised Signatory 2	
Name:	
NRIC/Passport No.:	Email:
Nationality:	Mobile Number:
Occupation:	Office Number:
Date of Birth:	Specimen Signature:
Signing Group:	
New Authorised Signatory 3	
Name:	
NRIC/Passport No.:	Email:
Nationality:	Mobile Number:
Occupation:	Office Number:
Date of Birth:	Specimen Signature:
Signing Group:	
D. SIGNING CONDITIONS FOR OPERATION OF ACCOUNTS	
<input type="checkbox"/> Singly <input type="checkbox"/> Any _____ jointly (please specify) <input type="checkbox"/> All <input type="checkbox"/> Other signing conditions, (please specify): _____ _____	
E. OTHERS	
_____ _____ _____	

Notes: If you have more than above Authorised Signatory provided, you may fill up more than one Annex 1.

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Attended by	Checked by	Approved By

Instruction for Change of Authorised Signatories and/or Account Mandate for Companies

1. Prepare an extract of the resolutions using the sample on page 1 to effect changes to the signatories, signing arrangement or limits. If the sample does not meet the needs of your company, please adapt it accordingly and it will be subject to approval from the Bank.
2. The certified true extract of the resolutions is to be signed by either (a) two directors of the company or (b) one director and one company secretary of the company.
3. All new authorised signatories are required to provide the documents below:
 - Clear photocopies of their identification card or unexpired passport (6 months before expiry).
 - Proof of address by new signatories who are foreigners. Examples of proof of address include utility bills or bank statements dated within 3 months.
4. Certified true copies of identification documents are to be provided by bank staff, a notary public, lawyer, certified public or professional accountant or chartered corporate secretary.
5. For entities incorporated in Singapore, please provide the documents below:
 - copy of company search (dated no earlier than 3 months prior to the date of this form).
 - constitutional documents (if there have been any changes made).
6. For entities not incorporated in Singapore, please provide the documents below:
 - constitutional documents (if there have been any changes made).
 - certificate of incumbency (if applicable).
 - register of directors and register of members (if applicable).
7. The Bank may request additional documents.