

# Straight2Bank Setup & Maintenance Form



Please complete this page and the authorisation in the last page of this Straight2Bank Setup & Maintenance form and other optional Services section that you require.

- ✓ Required – Basic Information (this page) contains the company & contact details and Straight2Bank Connectivity
- ✓ Required – Authorisation (last page)
- ✓ Required – Mandatory fields are highlighted in red. Fields marked with “✳” must be completed if that section is used

- Optional – Services include Cash, Trade and Securities Services
- Optional – Authorisation Matrix provides the authorisation rules that apply to transaction approvals
- Optional – User Maintenance lists the people with access to Straight2Bank Web and their entitlements

## Company Particulars

Full Company Name

Company Mailing Address

Setup

New

Update and apply the services requested to following

Existing Group ID

## Primary Contact Details

Contact Person

Title

Telephone

(      )

E-mail

Client Signature/Initials

Company Stamp

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## Straight2Bank Connectivity

Please select the service or services you are requesting. Reporting for the services you select will be included automatically.

Straight2Bank WEB

Straight2Bank ACCESS (Host to Host)

## General Settings

Please complete this section for new setup requests, or use to modify existing settings.

Base

Currency

Email

Domain(s)

Allow Self-Signing  
of Transactions

Format for Reports  
by Email

## Straight2Bank ACCESS Connection Technical Contact Person

We will contact this person to determine the type of point-to-point channel access to be established between us and the technical details. Please note that depending on the specific connectivity required, there may be additional setup form(s) to be completed.

Technical Contact Person

Title

Telephone

E-mail

# Straight2Bank Cash Services

## Cash Account

Standard payment services (pre-selected) will be enabled for each new account setup. You can select additional services or un-check the standard payment services per your requirements. Reporting on your accounts are provided by default for your accounts with Standard Chartered. You can add accounts held with other banks that are reporting to Standard Chartered via SWIFT MT940 using this form.

FX Request for Quote    Enquiry & Investigations (E&I) | Link these accounts    Fixed Deposits    FX Contract

The selected payment type for each account will be validated against the enabled services at Company level.

## Account Information #

			Domestic Payments						Cross-border Payments				Others		
Account Name *		Account Currency *	Standard			Additional			Standard		Additional		Collections# Liquidity Management#		
Account Number *		Account Location *	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT		XACH	IBC
If account is with another bank for SWIFT MT940 reporting, provide: Sending Bank SWIFT BIC _____ Bank Account No. _____															
<b>For Bank Use Only</b>	BackOffice ID	SCI LE ID													
Account Name *		Account Currency *	Standard			Additional			Standard		Additional		Collections# Liquidity Management#		
Account Number *		Account Location *	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT		XACH	IBC
If account is with another bank for SWIFT MT940 reporting, provide: Sending Bank SWIFT BIC _____ Bank Account No. _____															
<b>For Bank Use Only</b>	BackOffice ID	SCI LE ID													
Account Name *		Account Currency *	Standard			Additional			Standard		Additional		Collections# Liquidity Management#		
Account Number *		Account Location *	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT		XACH	IBC
If account is with another bank for SWIFT MT940 reporting, provide: Sending Bank SWIFT BIC _____ Bank Account No. _____															
<b>For Bank Use Only</b>	BackOffice ID	SCI LE ID													

# Adding account from other entity or selecting these additional products/services may require additional forms to be completed. Our client facing team will advise you upon validating your requirements.

Client Signature/Initials	Company Stamp

# Straight2Bank Authorisation Matrix

## Authorisation Matrix

Authorisation matrix rules are required for transaction initiation. This is relevant for Cash Services, Trade Services and Securities Services. You may use this section to define transaction authorisation rules to match your processes and approver limits.

For example you may specify that one Group A authoriser may sign up to 5,000, one Group B can sign up to 20,000, and one from each Group is required to sign above 20,000 up to 1 million. Therefore you would enter three rules below: (1) A < 5,000, (2) B < 20,000, (3) A+B < 1,000,000. You may enter a maximum of 10 signatory groups (Signing Group A to Signing Group J) with a maximum of 8 stages of authorisation (eg. A+B+C+D+E+F+G+H Or J+J+J+J+H+H+H+H). You should assign each authoriser to a Signing Group in the User Maintenance section of this form.

If you have more complex requirements for transaction approvals, please let us know.

## Authorisation Matrix Rules

For payments and collections, we will apply these rules to all cash accounts unless you specify them separately.

Please tick if you are amending these settings.

### Sequential Authorisation:

### Automated Send to Bank:

## Web Re-authorisation for Straight2Bank ACCESS

Web Re-authorisation is used to route your payment file that is submitted to us via the Straight2Bank Access channel for authorisation by users on Straight2Bank Web. We will prompt for authorisation of the payment file based on specified signing limit.

Web Re-authorisation for all bank accounts and payment types

Web Re-authorisation for all payments above (currency) \_\_\_\_\_ amount \_\_\_\_\_

Please specify rule \_\_\_\_\_.

Name of Authorisation Rule			Currency Of Rule
Add	Apply to <b>ALL</b> Accounts	Specify Account / Company	
Delete			
Update	1. Sign Group Combination		Limits Up To
	2. Sign Group Combination		Limits Up To
	3. Sign Group Combination		Limits Up To
	4. Sign Group Combination		Limits Up To
	5. Sign Group Combination		Limits Up To
<b>ALL</b> Services	<b>CASH</b>	All Payments	Payroll
Select one or more services	<b>TRADE</b>	Trade Banking	Open Account Trade
	<b>SECURITIES</b>	Custody & Fund Services	Custody
			Bank Payment Obligation
			Fund Services

Client Signature/Initials	Company Stamp

# Straight2Bank User Maintenance

## Administrator

Administrators are responsible for managing your Straight2Bank setup including the creation and maintenance of other users, assigning entitlements and limits, and configuring usage of the system.

For **Dual Control** **Single Administrator**

## User Information

			User Role	CASH										TRADE	SECURITIES	
	Full User Name *	User ID *	Administrator Operator Viewer Authoriser* (Signing Group) Receivables Mgt	All of Cash	Domestic Payments					Cross-border Payments				Others  Collections Liquidity Management FX Request for Quote	Trade Banking Open Account Trade Bank Payment Obligation	Custody & Fund Services Custody Fund Services Market Information Newsflash
					RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX	MWP	TT			
New User																
Existing User	Email ID *	Mobile ( )														
Add																
Delete	Date of Birth for New User *	Country of Residence *														
Update																
Access to ALL Account    Specific Account			Fixed Deposits    FX Contract													
New User																
Existing User	Email ID *	Mobile ( )														
Add																
Delete	Date of Birth for New User *	Country of Residence *														
Update																
Access to ALL Account    Specific Account			Fixed Deposits    FX Contract													
New User																
Existing User	Email ID *	Mobile ( )														
Add																
Delete	Date of Birth for New User *	Country of Residence *														
Update																
Access to ALL Account    Specific Account			Fixed Deposits    FX Contract													

# Access to ALL Account and Specific Account radio buttons are all grouped, please fixed/ungroup.

Client Signature/Initials	Company Stamp

# Straight2Bank Authorisation

## Approving Signatories

Special Instructions

Approving signatory/signatories confirm that users have the authority to perform roles and functions designated in the setup form.

Primary Signatory

The Straight2Bank Setup & Maintenance Form consists of \_\_\_\_\_ pages.

Name

Title

Date

Secondary Signatory (if required)

Name

Title

Date

Remarks (Bank use)	Control number	Segment	FX TIER
Signature Verification (Bank use)			