Straight2Bank Setup & Maintenance Form

Standard Chartered

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 |
| | |

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
				Standard					Additional			Standard		Additional		**Collections#**
Account Name *		Account Currency *														
Account Number *		Account Location *		RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT	XACH	IBC	**Liquidity Management#**

If account is with another bank for SWIFT MT940 reporting, provide:
Sending Bank SWIFT BIC _____   Bank Account No. _____

| **For Bank Use Only** | BackOffice ID | | SCI LE ID | |

				Standard					Additional			Standard		Additional		**Collections#**
Account Name *		Account Currency *														
Account Number *		Account Location *		RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT	XACH	IBC	**Liquidity Management#**

If account is with another bank for SWIFT MT940 reporting, provide:
Sending Bank SWIFT BIC _____   Bank Account No. _____

| **For Bank Use Only** | BackOffice ID | | SCI LE ID | |

				Standard					Additional			Standard		Additional		**Collections#**
Account Name *		Account Currency *														
Account Number *		Account Location *		RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX#	MWP#	TT	XBT	XACH	IBC	**Liquidity Management#**

If account is with another bank for SWIFT MT940 reporting, provide:
Sending Bank SWIFT BIC _____   Bank Account No. _____

| **For Bank Use Only** | 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+I+I+I+I). 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 theStraight2Bank 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 **ALL** 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		

ALL Services	**CASH**	All Payments	Payroll	
Select one or more services	**TRADE**	Trade Banking	Open Account Trade	Bank Payment Obligation
	SECURITIES	Custody & Fund Services	Custody	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

Row 1

New User / Existing User / Add / Delete / Update

Full User Name *	User ID *
Email ID *	Mobile ( )
Date of Birth for New User *	Country of Residence *

User Role: Administrator / Operator / Viewer / Authoriser# (Signing Group) / Receivables Mgt

CASH — All of Cash

Domestic Payments — Standard: RTGS | ACH IBFT Bill Pay | BT | LBC | PAY — Additional: CC | TAX | MWP
Cross-border Payments — Standard: TT | XBT — Additional: XACH | IBC
Others: Collections | **Liquidity Management** | **FX Request for Quote**

Access to **ALL** Account   Specific Account _____   Fixed Deposits   FX Contract

TRADE: Trade Banking / Open Account Trade / Bank Payment Obligation

SECURITIES: Custody & Fund Services / Custody / Fund Services / Market Information Newsflash

Row 2

New User / Existing User / Add / Delete / Update

Full User Name *	User ID *
Email ID *	Mobile ( )
Date of Birth for New User *	Country of Residence *

User Role: Administrator / Operator / Viewer / Authoriser# (Signing Group) / Receivables Mgt

CASH — All of Cash

Domestic Payments — Standard: RTGS | ACH IBFT Bill Pay | BT | LBC | PAY — Additional: CC | TAX | MWP
Cross-border Payments — Standard: TT | XBT — Additional: XACH | IBC
Others: Collections | **Liquidity Management** | **FX Request for Quote**

Access to **ALL** Account   Specific Account _____   Fixed Deposits   FX Contract

TRADE: Trade Banking / Open Account Trade / Bank Payment Obligation

SECURITIES: Custody & Fund Services / Custody / Fund Services / Market Information Newsflash

Row 3

New User / Existing User / Add / Delete / Update

Full User Name *	User ID *
Email ID *	Mobile ( )
Date of Birth for New User *	Country of Residence *

User Role: Administrator / Operator / Viewer / Authoriser# (Signing Group) / Receivables Mgt

CASH — All of Cash

Domestic Payments — Standard: RTGS | ACH IBFT Bill Pay | BT | LBC | PAY — Additional: CC | TAX | MWP
Cross-border Payments — Standard: TT | XBT — Additional: XACH | IBC
Others: Collections | **Liquidity Management** | **FX Request for Quote**

Access to **ALL** Account   Specific Account _____   Fixed Deposits   FX Contract

TRADE: Trade Banking / Open Account Trade / Bank Payment Obligation

SECURITIES: Custody & Fund Services / Custody / Fund Services / Market Information Newsflash

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

Client Signature/Initials	Company Stamp

Straight2Bank User Maintenance

User Information

			User Role	CASH																			TRADE	SECURITIES

Record 1

New User	Full User Name *	User ID *
Existing User	Email ID *	Mobile ( )
Add		
Delete	Date of Birth for New User *	Country of Residence *
Update		

User Role: Administrator, Operator, Viewer, Authoriser# (Signing Group), Receivables Mgt

CASH

All of Cash	Domestic Payments						Cross-border Payments					Others
	Standard					Additional		Standard		Additional		
	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX	MWP	TT	XBT	XACH	IBC

Others: Collections, Liquidity Management, FX Request for Quote

TRADE: Trade Banking, Open Account Trade, Bank Payment Obligation

SECURITIES: Custody & Fund Services, Custody, Fund Services, Market Information Newsflash

Access to **ALL** Account   Specific Account _____   Fixed Deposits   FX Contract

Record 2

New User	Full User Name *	User ID *
Existing User	Email ID *	Mobile ( )
Add		
Delete	Date of Birth for New User *	Country of Residence *
Update		

User Role: Administrator, Operator, Viewer, Authoriser# (Signing Group), Receivables Mgt

CASH

All of Cash	Domestic Payments						Cross-border Payments					Others
	Standard					Additional		Standard		Additional		
	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX	MWP	TT	XBT	XACH	IBC

Others: Collections, Liquidity Management, FX Request for Quote

TRADE: Trade Banking, Open Account Trade, Bank Payment Obligation

SECURITIES: Custody & Fund Services, Custody, Fund Services, Market Information Newsflash

Access to **ALL** Account   Specific Account _____   Fixed Deposits   FX Contract

Record 3

New User	Full User Name *	User ID *
Existing User	Email ID *	Mobile ( )
Add		
Delete	Date of Birth for New User *	Country of Residence *
Update		

User Role: Administrator, Operator, Viewer, Authoriser# (Signing Group), Receivables Mgt

CASH

All of Cash	Domestic Payments						Cross-border Payments					Others
	Standard					Additional		Standard		Additional		
	RTGS	ACH IBFT Bill Pay	BT	LBC	PAY	CC	TAX	MWP	TT	XBT	XACH	IBC

Others: Collections, Liquidity Management, FX Request for Quote

TRADE: Trade Banking, Open Account Trade, Bank Payment Obligation

SECURITIES: Custody & Fund Services, Custody, Fund Services, Market Information Newsflash

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 Trade Banking

Trade Banking

Reporting for the services you select will be included automatically. Email alert for rejected transaction is a default function available to all clients.

Company Information

Full Company Name *	Debit Account for Charges	Select one or more services		
	1.	Import LC	Import Loans	Export LC Advising
		Export Bills Negotiation	Import Bills Collection	Export Bills Collection
	2.	Export Direct Collection	Standby LC	Guarantees
Country		Shipping Guarantees		
	3.			

For Bank Use Only	BackOffice ID		SCI LE ID	
	Trade Servicing Branch		CADM ID	

Full Company Name *	Debit Account for Charges	Select one or more services		
	1.	Import LC	Import Loans	Export LC Advising
		Export Bills Negotiation	Import Bills Collection	Export Bills Collection
	2.	Export Direct Collection	Standby LC	Guarantees
Country		Shipping Guarantees		
	3.			

For Bank Use Only	BackOffice ID		SCI LE ID	
	Trade Servicing Branch		CADM ID	

Full Company Name *	Debit Account for Charges	Select one or more services		
	1.	Import LC	Import Loans	Export LC Advising
		Export Bills Negotiation	Import Bills Collection	Export Bills Collection
	2.	Export Direct Collection	Standby LC	Guarantees
Country		Shipping Guarantees		
	3.			

For Bank Use Only	BackOffice ID		SCI LE ID	
	Trade Servicing Branch		CADM ID	

Client Signature/Initials	Company Stamp

Straight2Bank Bank Payment Obligation

Trade Service Utility (TSU)

Please note that to provide the Bank Payment Obligation service to you, certain Standard Chartered employees will need to access your Straight2Bank service. Reporting for the services you select will be included automatically.

Company Setup

	Full Company Name *		ERP ID	
	Role	Buyer Seller		

Trading Partner Setup

Role	Trading Partner Name *		Country of Business *	Trade Service Utility ID
Buyer	Bank Name		Bank SWIFT BIC *	Country of Bank
Seller	**Please select one or more TSU Document types**	Advance Purchase Order (Match)	Advance Commercial Shipping Info (Match)	Generic Memorandum

For Bank Use Only	SCI LE ID	CADM ID

Trading Partner Setup

Role	Trading Partner Name *		Country of Business *	Trade Service Utility ID
Buyer	Bank Name		Bank SWIFT BIC *	Country of Bank
Seller	**Please select one or more TSU Document types**	Advance Purchase Order (Match)	Advance Commercial Shipping Info (Match)	Generic Memorandum

For Bank Use Only	SCI LE ID	CADM ID

Non-Straight2Bank Trading Partner Setup

Role	Trading Partner Name *		Trade Service Utility ID
Buyer	Registered Address		
Seller	Bank Name	Bank SWIFT BIC *	Country of Bank

For Bank Use Only	SCI LE ID	CADM ID

Non-Straight2Bank Trading Partner Setup

Role	Trading Partner Name *		Trade Service Utility ID
Buyer	Registered Address		
Seller	Bank Name	Bank SWIFT BIC *	Country of Bank

For Bank Use Only	SCI LE ID	CADM ID

Client Signature/Initials	Company Stamp

Straight2Bank Open Account Trade

Open Account Trade – Standalone

Reporting for the services you select will be included automatically.

You can provide us with a file if you have multiple trading partners to be setup. The file name is _____ with _____ records.

Company Setup

		Select the required Open Account Trade services under the Role (Buyer/Seller) identified.	
Full Company Name *		Buyer	Seller
ERP ID *		Import Invoice Finance	Pre-shipment Finance Export Invoice Financing
			Receivable Services

Trading Partner Setup

Role   Buyer   Seller

Trading Partner Name *

ERP ID *

For Bank Use only	Trade Processing / OTP ID	SCI LE ID

Trading Partner Setup

Role   Buyer   Seller

Trading Partner Name *

ERP ID *

For Bank Use only	Trade Processing / OTP ID	SCI LE ID

Trading Partner Setup

Role   Buyer   Seller

Trading Partner Name *

ERP ID *

For Bank Use only	Trade Processing / OTP ID	SCI LE ID

Client Signature/Initials	Company Stamp

Straight2Bank Open Account Trade

Open Account Trade – Supply Chain Finance

Reporting for the services you select will be included automatically.

You can provide us with a file if you have multiple trading partners to be setup. The file name is _____ with _____ records.

Company Setup

		Select the required Open Account Trade services under the Role (Buyer/Seller) identified.		
Full Company Name *		Buyer	Seller	
		Import Invoice Finance	Export Invoice Financing	Receivable Services
ERP ID *		Flexi Loan	Pre-shipment Finance	Vendor Pre Pay

Trading Partner Setup

Role	Buyer	Seller	Auto Finance	Document Types			Document Status
Trading Partner Name *				Purchase Order	Invoice	Credit Note	Send
				Purchase Order – Confirmed	Accepted Invoice	Debit Note	Receive
ERP ID *				Generic Memo			Both
For Bank Use only	Trade Processing / OTP ID				CADM ID		

Trading Partner Setup

Role	Buyer	Seller	Auto Finance	Document Types			Document Status
Trading Partner Name *				Purchase Order	Invoice	Credit Note	Send
				Purchase Order – Confirmed	Accepted Invoice	Debit Note	Receive
ERP ID *				Generic Memo			Both
For Bank Use only	Trade Processing / OTP ID				CADM ID		

Trading Partner Setup

Role	Buyer	Seller	Auto Finance	Document Types			Document Status
Trading Partner Name *				Purchase Order	Invoice	Credit Note	Send
				Purchase Order – Confirmed	Accepted Invoice	Debit Note	Receive
ERP ID *				Generic Memo			Both
For Bank Use only	Trade Processing / OTP ID				CADM ID		

Client Signature/Initials	Company Stamp

Straight2Bank Securities Services

Securities Services

Securities Services include Custody and Fund Services. Reporting for the services you select will be included automatically.

You can provide us with a file if you have multiple accounts to be setup. The file name is _____ with _____ records.

Securities Account Information

Account Name *		Account Number *		**Select one or more services**	
				Custody Trade Initiation only	Fund Services only
Account Location *		Fund Code		Custody Corporate Action Initiation only	

For Bank Use Only	BackOffice ID		BP ID		SCI LE ID	

Account Name *		Account Number *		**Select one or more services**	
				Custody Trade Initiation only	Fund Services only
Account Location *		Fund Code		Custody Corporate Action Initiation only	

For Bank Use Only	BackOffice ID		BP ID		SCI LE ID	

Account Name *		Account Number *		**Select one or more services**	
				Custody Trade Initiation only	Fund Services only
Account Location *		Fund Code		Custody Corporate Action Initiation only	

For Bank Use Only	BackOffice ID		BP ID		SCI LE ID	

Account Name *		Account Number *		**Select one or more services**	
				Custody Trade Initiation only	Fund Services only
Account Location *		Fund Code		Custody Corporate Action Initiation only	

For Bank Use Only	BackOffice ID		BP ID		SCI LE ID	

Account Name *		Account Number *		**Select one or more services**	
				Custody Trade Initiation only	Fund Services only
Account Location *		Fund Code		Custody Corporate Action Initiation only	

For Bank Use Only	BackOffice ID		BP ID		SCI LE ID	

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.

Secondary Signatory (if required)

Name

Title

Date

Name

Title

Date

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