



## UOB eALERTS! MAINTENANCE FORM

### 1. Applicant's business details



Registered Business Name

Business Registration No.

### 2. Update Contact Person's details



Contact Person

Designation

Mobile No.

(please include country and city codes for overseas numbers)

Email Address

### 3. Update Designated Account for Fees and Charges



(Designated UOB account for debiting applicable fees and charges for Cash Alerts and/or Trade Alerts)

Designated Account No.

Currency



I/We authorise the Bank to debit all fees and charges relating to my/our application and/or use of UOB eAlerts! Service from the designated account or any other account of the applicant.

### 4. Add / Update my Cash Alerts (please complete part a and b) ☒ (Please tick where applicable)



☐ Add new notification account for Cash Alerts

☐ Update (Cash alert settings for existing notification account will be superseded for all the recipients)

**a. Notification Account** (To add/update notification accounts, please use Appendix A)

Account No.

Currency



#### b. Type of Cash Alerts ☒ (Please tick where applicable)

1. ☐ Notify me of my A/C balance (ABL)

Notification option (Select 1 option only. Default is Option A - Weekday only for all time slots):

☐ Option A: Daily (Default is Weekday only for all time slots)

Day: ☐ Everyday including Sat/Sun/PH ☐ Weekday Only

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

☐ Option C: Fortnightly (Only 15th and last day of the month)

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

☐ Option B: Weekly

Day (e.g Monday):  ☐ Include public holidays

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

☐ Option D: Monthly

☐ Day (e.g 15) :  OR ☐ Last day of month only

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

2. ☐ Notify me when my designated notification account balance falls below the threshold value (ABB)   
(Default threshold is 8,500 units of the currency of account)

3. ☐ Notify me when my designated notification account balance is above the threshold value (ATA)   
(Default threshold is 100,000 units of the currency of account)

4. ☐ **Notify me of incoming funds.**  
(Select 1 option only. Default is Option A - Incoming Funds for all payment types)
- ☐ **Option A: Notify me of all payment types that is equal to or exceeds the threshold amount. (INF)**
- ☐ **Option B: Notify me of incoming PayNow transactions only. (PTA)**
- Threshold Amount: (Default 5,000)
5. ☐ **Notify me of debit amount that is equal to or exceeds the threshold amount. (LDB)**
- Threshold Amount: (Default 5,000)
6. ☐ **Notify me when cheques are returned. (INR)**
- Threshold Amount: (Default 5,000)
7. ☐ **SWIFT gpi Alert. Notify me when the Telegraphic Transfer is successfully credited into the beneficiary account. (CCA)**  
(Additional charges may apply)

Note: Please provide email address and/or mobile number to receive Email and/or SMS alerts respectively

Name  
(Please input Surname in uppercase)

Email Address

Name  
(Please input Surname in uppercase)

Email Address

Name  
(Please input Surname in uppercase)

## 5. Add Recipients (To add more recipients, please use Appendix B)

Notes:

## User 1 Details ☒ (Please tick where applicable)

- ☐
- Cash Alerts
- ☐
- Trade Services Alerts
- ☐
- ESCM Alerts

Account No.

		-			-			-						
--	--	---	--	--	---	--	--	---	--	--	--	--	--	--

Name  
(Please input Surname in uppercase)

Email Address



☒☐ Trade Services Alerts☐ FSCM Alerts

Currency

			-				-				-	
--	--	--	---	--	--	--	---	--	--	--	---	--

--	--	--

To

☐ Remove

7.



			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

---



			-				-				-	
--	--	--	---	--	--	--	---	--	--	--	---	--

--	--	--

---

\_\_\_\_\_



			-				-				-	
--	--	--	---	--	--	--	---	--	--	--	---	--

--	--	--

---

8.

☒ (Please tick where applicable)☐ Cash Alerts☐ Trade Services Alerts

Notification Account (Only applicable for Cash Alerts)

Currency

			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

Name  
(Please input Surname in uppercase)

Mobile No.  
(please include country and city codes for overseas numbers)

End Date

☒ (Please tick where applicable)☐ Cash Alerts☐ Trade Services Alerts

Notification Account (Only applicable for Cash Alerts)

Currency

			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

Name  
(Please input Surname in uppercase)

**Mobile No.**  
(please include country and city codes for overseas numbers)

End Date

☒ (Please tick where applicable)☐ Cash Alerts☐ Trade Services Alerts

Notification Account (Only applicable for Cash Alerts)

Currency

			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

Name  
(Please input Surname in uppercase)

Mobile No.  
(please include country and city codes for overseas numbers)

End Date

---

---

9.

☐ All Cash Alerts☐ All Trade Services Alerts☐ FSCM Alerts

Currency / Notification Account (Only applicable for Cash Alerts)

Currency

			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

## 10. Declaration by Applicant

I/We\*, on behalf of the Applicant, hereby:

- The person(s) whose information appear in Part 1 to 8 above and/or any other letter(s) of instruction is/are authorised to perform and effect the above services opted by us.
- The information in Parts 1 to 8 is complete and accurate, and we shall immediately notify you in writing of any change therein.
- Default threshold and alerts under appendix E are subject to change at UOB's discretion without prior notice.
- Approved Persons as per the Schedule of Approved Persons annexed to the Accounts & Services Resolution/any two of the Authorised Signatories as per the standalone resolution for the use of eAlerts (or if there is only one Authorised Signatory, that Authorised Signatory)\*, be hereby authorised to operate the relevant notification account(s) of the Company as listed in the application form.
- I/We shall be bound by the terms and conditions governing the UOB eAlerts! as amended and supplemented from time to time (available at uob.com.sg).

### Authorised Person(s)/Approved Person(s)

Name	Signature	Name	Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date		Date	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please send the completed form to eServices Section, United Overseas Bank Limited, Bras Basah Post Office, P.O. Box 106, Singapore 911804

Notes:

1. Monthly Subscription Charges:

Alert Services	Cash Alerts	Trade Services/FSCM Alerts
<b>SMS</b> (per mobile no. per account)	<b>S\$8</b> (without SWIFT gpi Alert)	<b>S\$12</b> (with SWIFT gpi Alert)
<b>Email</b>	Waived	Waived

- UOB eAlerts! is available via Email and SMS. SMS Alerts are available for Singapore registered mobile number as well as Overseas mobile number.
- Trade Services/FSCM alerts are for notification purposes only and do not indicate that the trade documents are ready for collection. All existing arrangements with the Bank applies.
- Trade Services/FSCM alerts are available Monday to Friday excluding Saturday, Sunday and Public Holidays.
- Trade Services/FSCM alerts will be sent by batches or per transaction basis. Trade Services and FSCM reminders will be sent two days and five days prior to the due date, respectively and overdue reminders will be sent on the next working day past due date. Transaction notifications will be sent at 30-minute intervals between 7:00am to 8:30pm.
- Frequency and time of notifications received are indicative and subject to change. UOB reserves the right to change the frequency and time of notifications without prior notice.
- Termination of UOB eAlerts! requires prior written notice of at least 30 business days to be given to the Bank.
- The Bank will process your application within 5 business days.

### For Bank's Use Only \*Please tick where applicable

Attended by: (TB Sales/RM/Branch/CFS *)	Signature verified by:	Processed/Approved by:
<input type="checkbox"/> ASR <input type="checkbox"/> Others		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Name and Signature	Name and Signature	Name and Signature
Date <input type="text"/>	Date <input type="text"/>	Date <input type="text"/>

### Remarks

### a. Notification Account

Currency

**Optional Alerts:** ☒ (Please tick where applicable)

Notification option (Select 1 option only. Default is Option A - Weekday only for all time slots):

Day (e.g Monday):  ☐ Include public holidays

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

☐ Day (e.g 15) : \_\_\_\_\_ OR ☐ Last day of month only

Time: ☐ 9am ☐ 11am ☐ 3pm ☐ 6pm (You may select more than 1 time slot  
Default option includes all time slots)

Threshold Amount: (Default 5,000) |

Threshold Amount: (Default 5,000)

Threshold Amount: (Default 5,000)

7. ☐ SWIFT gpi Alert. Notify me when the Telegraphic Transfer is successfully credited into the beneficiary account. (CCA)  
(Additional charges may apply)

Note: Please provide email address and/or mobile number to receive Email and/or SMS alerts respectively

Mobile No.  
(please include country and city codes for overseas numbers)

Mobile No.  
(please include country and city codes for overseas numbers)

Date \_\_\_\_\_

Date

## Add Recipient(s)



Note: Alerts setting for recipient(s) below will follow alert settings as subscribed by the applicant

### User 1 Details

☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

			-					-									
--	--	--	---	--	--	--	--	---	--	--	--	--	--	--	--	--	--

--	--	--

Name

(Please input Surname in uppercase)

Mobile No.

(please include country and city codes for overseas numbers)

Email Address

### User 2 Details

☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

			-					-									
--	--	--	---	--	--	--	--	---	--	--	--	--	--	--	--	--	--

--	--	--

Name

(Please input Surname in uppercase)

Mobile No.

(please include country and city codes for overseas numbers)

Email Address

### User 3 Details

☒ (Please tick where applicable)

☐ Cash Alerts ☐ Trade Services Alerts ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

			-					-									
--	--	--	---	--	--	--	--	---	--	--	--	--	--	--	--	--	--

--	--	--

Name

(Please input Surname in uppercase)

Mobile No.

(please include country and city codes for overseas numbers)

Email Address

### Authorised Person(s)/Approved Person(s)

Name	Signature	Name	Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date		Date	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>







Note: Recipients below will be removed from all Cash/Trade Alerts as subscribed by the applicant

☒ (Please tick where applicable)

☐ Cash Alerts      ☐ Trade Services Alerts      ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

			-				-				-	
--	--	--	---	--	--	--	---	--	--	--	---	--

--	--	--

Name

(Please input Surname in uppercase)

Mobile No.

☒ (Please tick where applicable)

☐ Cash Alerts      ☐ Trade Services Alerts      ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

			-				-				-	
--	--	--	---	--	--	--	---	--	--	--	---	--

--	--	--

Name \_\_\_\_\_

(Please input Surname in uppercase)

Mobile No.

☒ (Please tick where applicable)

☐ Cash Alerts      ☐ Trade Services Alerts      ☐ FSCM Alerts

Notification Account (Only applicable for Cash Alerts)

Account No.

Currency

Email Address

			-				-				-			
--	--	--	---	--	--	--	---	--	--	--	---	--	--	--

--	--	--

Name

(Please input Surname in uppercase)

Mobile No.

**Authorised Person(s) / Approved Person(s)**

Name

Signature

Name

Signature

Date \_\_\_\_\_

Date \_\_\_\_\_

Type of UOB Cash Alerts	
Account Balance	<ul style="list-style-type: none"> <li>Notification can be set as Daily/Weekly/Fortnightly/Monthly and up to four times (9am, 11am, 3pm and/or 6pm) within a day.</li> </ul>
Account Balance Below Threshold	<ul style="list-style-type: none"> <li>Notify me when account balance falls below the threshold amount.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 8,500 units of the account currency.</li> </ul>
Account Balance Above Threshold	<ul style="list-style-type: none"> <li>Notify me when account balance goes above the threshold amount.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 100,000 units of the account currency.</li> </ul>
Incoming Funds	<ul style="list-style-type: none"> <li>Notify me of incoming funds to account in real-time. Notification can be set for all payment types, or for Incoming PayNow transactions only.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 5,000 units of the account currency. (Threshold setting is only applicable for incoming funds alert for all payment types)</li> <li>Notification will be sent for all incoming PayNow transactions regardless of the amount.</li> </ul>
Debit Notification	<ul style="list-style-type: none"> <li>Notify me of funds debited from account in real-time.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 5,000 units of the account currency.</li> </ul>
Return of Cheque Deposited	<ul style="list-style-type: none"> <li>Return of Cheques Deposited notification will be sent at 2pm. This service is only applicable for SGD and USD cheques cleared by Singapore Automated Clearing House only. Only cheques returned before 2pm will be notified and does not include late returns. One SMS and/or email for all cheques returned will be sent.</li> <li>The threshold for notification is customisable and if not specified, will be defaulted to 5,000 units of the account currency.</li> </ul>
SWIFT gpi Alert	<ul style="list-style-type: none"> <li>Receive real-time notifications when the telegraphic transfer is successfully credited into the beneficiary account</li> </ul>

Type of UOB Trade Services Alerts	
Import Letter of Credit (LC)	<ul style="list-style-type: none"> <li>Notify me when my import LC has been issued, amended &amp; cancelled.</li> </ul>
Inward Bills (LC and NON-LC)	<ul style="list-style-type: none"> <li>Notify me upon arrival of inward bills, both LC and non-LC.</li> <li>Send me a reminder 2 business days prior to bill payment due date.</li> <li>Notify me when my settlement instruction has been effected.</li> </ul>
Import Financing	<ul style="list-style-type: none"> <li>Notify me once my trade financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my payment is overdue.</li> <li>Notify me when my settlement instruction (LC and non-LC) has been effected.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/ or Periodic Interest Payment.</li> </ul>
Letter of Credit Advising	<ul style="list-style-type: none"> <li>Notify me when my export LC and Transfer LC are advised through UOB.</li> <li>Notify me when my SBLC are advised through UOB.</li> </ul>
Transfer Letter of Credit	<ul style="list-style-type: none"> <li>Notify me when my Transfer LC has been issued, amended &amp; cancelled.</li> </ul>
Export Documentary Handling (LC & NON-LC)	<ul style="list-style-type: none"> <li>Notify me when my documents have been despatched.</li> <li>Notify me upon receipt of acceptance and confirmation of maturity date.</li> </ul>
Outward Bills Collection	<ul style="list-style-type: none"> <li>Notify me of unaccepted/ unpaid outstanding bills.</li> <li>Notified me when my cancellation instruction has been processed.</li> </ul>
Export Proceeds (LC & NON-LC)	<ul style="list-style-type: none"> <li>Notify me once export proceeds (LC and Non-LC) have been credited.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/ or Periodic Interest Payment.</li> </ul>
Export Trade Financing	<ul style="list-style-type: none"> <li>Notify me once my trade financing request is approved.</li> <li>Send me a reminder 2 business days prior to payment due date.</li> <li>Notify me when my settlement instruction has been effected.</li> <li>Notify me when my payment is overdue.</li> <li>Notify me when there are changes to Periodic Interest Pricing and/ or Periodic Interest Payment.</li> </ul>
Shipping Guarantee	<ul style="list-style-type: none"> <li>Notify me when my Shipping Guarantee has been issued.</li> <li>Notify me 2 months from issuance date and subsequently every 3 months if my Shipping Guarantee has not been redeemed.</li> </ul>
Banker Guarantee	<ul style="list-style-type: none"> <li>Notify me when my Banker's Guarantee has been issued &amp; amended.</li> <li>Notify me when there is a claim on my Banker's Guarantee.</li> </ul>
Standby Letter of Credit	<ul style="list-style-type: none"> <li>Notify me when my Standby Letter of Credit has been issued, amended &amp; cancelled.</li> </ul>

FSCM Alerts		
Account Receivable Purchase without Recourse	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me once my receivable purchase request has been approved</li> <li>• Notify me once my ARP transaction has been successfully converted to Distributor/Dealer Finance</li> </ul>
Account Receivable Purchase with Recourse	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me once my receivable purchase request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to Invoice Maturity date</li> <li>• Notify me when a payment is successfully received from one of my buyers</li> <li>• Notify me once my ARP transaction has been successfully converted to Distributor/Dealer Finance</li> </ul>
Early Payment Discounting	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me when my transaction has exceeded limit and pending approval</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my transaction interest has been repriced</li> <li>• Notify me when my loan extension request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan has been settled</li> </ul>
Distributor Finance (Post shipment)	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when a Buyer is successfully created in the programme</li> <li>• Notify me when a Buyer accepts an invoice</li> </ul>
	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when my upload of invoice has been successful</li> <li>• Notify me when there is an invoice pending my acceptance</li> <li>• Notify me when the Seller has amended an invoice</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my loan has been settled</li> <li>• Notify me when my post shipment financing has been used to settle an outstanding pre shipment payment</li> </ul>
Distributor Finance (Advanced Payment)	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when my PO/Sales contract has been successfully uploaded</li> <li>• Notify me when my Seller has accepted the PO/Contract</li> <li>• Notify me when my Seller has amended the PO/Contract</li> <li>• Notify me when my transaction has exceeded limit and pending approval</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my loan has been settled</li> <li>• Notify me when my post shipment financing has been used to settle an outstanding pre shipment payment</li> </ul>

FSCM Alerts		
Supplier Finance (Post Shipment) without Recourse	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>
	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me when my invoice has been accepted by my Buyer</li> <li>• Notify me when my invoice is pending acceptance from my buyer</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my invoice details have been amended</li> </ul>
Supplier Finance (Post Shipment) with Recourse	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>
	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when my upload of Invoice / Debit Note / Credit Note has been successful</li> <li>• Notify me when my invoice has been accepted by my Buyer</li> <li>• Notify me when my invoice is pending acceptance from my buyer</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my invoice details have been amended</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when a payment has been received from the buyer for my financed invoices</li> </ul>
Supplier Finance (Pre Shipment)	Applicable to the Buyer	<ul style="list-style-type: none"> <li>• Notify me when a Seller is successfully created in the programme</li> </ul>
	Applicable to the Seller	<ul style="list-style-type: none"> <li>• Notify me when my upload of PO has been successful</li> <li>• Notify me when my PO has been amended by my Buyer</li> <li>• Notify me when my finance request has been approved by the bank</li> <li>• Notify me when my loan amount has been amended</li> <li>• Notify me when my extension request has been approved by the bank</li> <li>• Notify me when my loan has been settled</li> <li>• Send me a reminder 5 business days prior to my loan due date</li> <li>• Notify me when my auto debit for my outstanding loan is unsuccessful</li> <li>• Notify me when my loan is overdue</li> <li>• Notify me when my pre shipment financing has been converted to post shipment financing</li> </ul>