



# Delegation of Authority

To: **The Hongkong and Shanghai Banking Corporation Limited, Singapore Branch (the "Bank")**

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

I, \_\_\_\_\_ (Director or appointed authorised signatory), ON  
behalf of \_\_\_\_\_ ("the Customer"),

confirm the following individuals are authorised to make requests, give instructions and/or to communicate generally with the Bank in respect of all transactions including but not limited to: statement queries, billing queries and payments, replacement card requests, card cancellation requests and delivery of new & renewal cards and PINs. This replaces all prior lists (if any) of persons who have been similar authorised.

(The required details of the said personnel are mentioned herewith):

	<b>Name of Staff</b>	<b>Contact No.</b>	<b>Passport/ID</b>	<b>Date of Birth</b>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

The above instructions remain valid until advised otherwise by the Customer.

The Bank shall be entitled (but not obliged) at its discretion to rely and act on any requests, instructions and other communications which the Bank in its sole opinion believes emanates from the Customer (whether orally or in writing and whether in person or over the telephone or by facsimile or other means of telecommunication and whether genuine or with or without the Customer's consent or authority), and any action taken by the Bank pursuant thereto shall bind the Customer. The Bank shall not be liable to the Customer for any loss or damage incurred or suffered by it as a result of such action. The Bank shall not be under any duty to verify the identity of any person communicating purportedly as or on behalf of the Customer.

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

Designation: \_\_\_\_\_

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

\_\_\_\_\_  
(Authorised signatory)