

UOB Business Internet Banking Plus (BIBPlus) Forms Guide

BIBPlus offers the following services:

<p><u>Account Enquiry</u></p> <ul style="list-style-type: none"> ▪ Account Summary ▪ Account Statement ▪ Fixed Deposit Account Summary ▪ Inward Remittance Enquiry ▪ Advices & Notification ▪ Loan Summary ▪ Cheque Status Enquiry ▪ Trade Bill Summary
<p><u>Account/Payment Services</u></p> <ul style="list-style-type: none"> ▪ Time Deposit (Placement, Withdrawal, Change Interest Instruction) ▪ Cheque Services (Stop Cheque, Cheque Book Request) ▪ Local Funds Transfer (Transfer within UOB, Transfer to other banks – IBG, RENTAS) ▪ Bill Payment ▪ JomPay ▪ FPX ▪ Cashier's Order ▪ Telegraphic Transfer ▪ Loan Repayment
<p><u>Trade Services</u></p> <ul style="list-style-type: none"> ▪ Import LC Application ▪ Import Bill and Import Collection notification ▪ Shipping Guarantee ▪ Banker's Guarantee ▪ Trade Finance (Import/Export Loan)
<p><u>Optional BIBPlus Services</u></p> <ul style="list-style-type: none"> ▪ Bulk Services - Payment, Payroll, Collection (MYR106 inclusive of GST monthly subscription fee applies)¹ ▪ Bulk Payment with Beneficiary Payment Advices (FOC per advice) ▪ MT103 copy (monthly subscription fee applies)

*Every User ID requires a security token to login to BIBPlus. A fee of **MYR53** (inclusive of GST) is payable for each new security token issued.*

For further information, please visit our UOB website www.uob.com.my/BIBPlus or call us at 6 03-26128 121 (Kuala Lumpur), 6 04-2401 121 (Penang), 6 07-2881 121 (Johor Bahru), 6 082-287 121 (Kuching), 6 088-477 121 (Kota Kinabalu).

¹ Monthly subscription fee and Security Token charge are waived for SME customer

List of BIB Forms

Name of Form			Form ID	Purpose of Form
Apply for BIBPlus				
1	BIB Registration Form (Standard)	CYB-107/F	<ul style="list-style-type: none"> View account details Create and approve own transactions. 	
2	BIB Registration Form - Customise (Express)	CYB-56/F	<ul style="list-style-type: none"> View account details and/or Create and approve the same transaction or, Create but cannot approve the same transaction. It must be approved by another authoriser. Assign specific access right(s) to user(s) e.g. payroll user. 	
3	BIB Registration Form Customise (Full)	CYB-56/F Full	<ul style="list-style-type: none"> View account details and/or Create and approve the same transaction or, Create but cannot approve the same transaction. It must be approved by another authoriser. Allow user to customise the transaction approval mandate Assign specific access right(s) to user(s) e.g. payroll user 	
4	BIB Registration Form – Affiliate Company	CYB-64/F Full	<ul style="list-style-type: none"> Allow Affiliated companies to apply for BIB under the same Group ID Each affiliated entity can subscribe to different BIB packages 	

Amend Existing BIBPlus

5	BIB Services and User Maintenance Form	CYB-67/F	<ul style="list-style-type: none"> Add/remove optional BIBPlus services Add/delete accounts to be linked to BIBPlus Add/delete users Amend user information and user access rights Amend transaction approval settings Update specimen signatures of existing users Terminate BIBPlus
6	BIB Maintenance Form (Custom)	CYB-66/F Full	<ul style="list-style-type: none"> Amend / customise other BIBPlus services: Upgrade to full BIBPlus services including optional services Amend accounts to be set up in BIBPlus Amend Administrator/Signatory approval settings Add new users Amend roles and/or permissions of existing users Delete existing users Amend/ customise BIBPlus Transaction Approval mandates

Name of Form	Form ID	Purpose of Form
Amendment by Affiliate		
7 BIB Maintenance Form - Affiliate Company Users	CYB-92/F Full	Request to amend BIB User roles in affiliated entities: <ul style="list-style-type: none"> ▪ Add new users ▪ Link new users to another affiliated entity ▪ Link existing users to applicant entity ▪ Un-link existing users from applicant entity ▪ Delete user from Group
Update BIBPlus User Access and Token Usage		
8 BIB Password and Token Maintenance Form	CYB-77/F	<ul style="list-style-type: none"> ▪ Activate user ID ▪ Reissue password ▪ Replace lost/faulty tokens ▪ Request for additional tokens
9 BIB Token Sharing Form	CYB-82/F CYB-83/F	<ul style="list-style-type: none"> ▪ Request by token owner to share (privatise) token with an unaffiliated company - common user in more than one company ▪ Request to set up common user to access more than one company using one token.

* The forms above are available on the UOB website.

For customers who have not submitted Account and Services Resolution to the Bank only.
You are required to submit the respective resolution form to the Bank.

Submission of BIBPlus Form

Please complete all fields in the BIBPlus form (unless otherwise stated) and send it with the required resolution form (if applicable) to a UOB Branch near you.

- Transaction approval mandate of an Authoriser in BIBPlus need not be the same as the existing Current Account approval mandate.
- All pages of any attachment accompanying the BIBPlus Registration Form must be signed by the Authorised Person(s) / Approved Person(s).
- The Bank will process your application within five business days from the date of receipt of the completed form.