

Letter of Instruction for HSBC's Personal Line of Credit

Please print this Letter of Instruction, fill in your name, NRIC or passport number and sign. You may fax the completed and signed Letter of Instruction to 6424 8039 or mail it to HSBC* together with:

- your income documents;
- a photocopy of your NRIC (front and back, enlarged to 150%) for Singaporeans / Singapore Permanent Residents *OR* Passport and employment pass for foreigners.

To expedite the application process, please attach a copy of your business card.

I have applied for HSBC's Personal Line of Credit using the online approval in-principle application form. I undertake that all the information provided in the form are accurate and correct, and accept all the terms stated in the form together with the Personal Line of Credit and Personal Term Credit terms and conditions, and the Approval In-Principle terms and conditions.

I hereby enclose a photocopy of my NRIC (front and back, enlarged to 150%) *OR* Passport and employment pass and a copy of the following documents (please tick where applicable):

For salaried employees

- Latest original computerised salary slip *OR* Latest Notice of Assessment *OR* Last six months' CPF statement.

Alternatively, [click here](#) to submit your CPF statement electronically.

Please select "Personal Line of Credit/Personal Loan" as the product type.

- Please tick here if you have already submitted your CPF statement electronically.

- For foreigners, employment pass validity of at least one year is required.

For self-employed/commission-based earners

- Last two years' Notice of Assessment.
- For foreigners, employment pass validity of at least one year is required.

You can now print your Notices of Assessment at myTax Portal with your SingPass or IRAS PIN. The service is free. Log on to <https://mytax.iras.gov.sg> for more details.

Name: _____

NRIC or Passport No.: _____

Signature: _____

Date: _____

* [Click here](#) to download and print the Business Reply Envelope.