



## Your consent to electronic signing of HSBC documents

I understand that I will be signing the following document:

### **Letter of Instruction for HSBC Personal Line of Credit**

#### HSBC Electronic Signature Terms and Conditions

You acknowledge and agree that:

- a. HSBC Bank (Singapore) Limited (the **"Bank"**) is authorized to collect and link your signature(s) to the document referenced above in electronic form (which may include your click off on check boxes or buttons contained in the document) using an electronic device – such document together with the collected and linked signature(s) is referred to as the **"Electronic Document"**;
- b. your signature(s) on the Electronic Document is attached by you and you have not and will not permit any other person to assist you in attaching your signature(s) to the Electronic Document;
- c. any electronic data or images of any document submitted to the Bank by you shall be valid, accurate and authentic, and any Electronic Document maintained by the Bank or on its behalf and any electronic data or images of any document submitted by you in connection with the Electronic Document (together with the Electronic Document, the **"Submitted Documents"**) shall have the same effect as though the Submitted Documents were written and had been signed by you in hard copy; and
- d. the Submitted Documents shall be a final and conclusive record of your instructions, consents, and agreements as set out in the Submitted Documents.

If you require a copy of the signed Electronic Document, please reach out to the Bank.

**I agree to the above Terms & Conditions and agree to proceed**

#### **Important Note:**

Please follow the below instructions to save the PDF document before submitting to the Bank:

1. Complete the PDF form
2. On the PDF, Click on 'File', and 'Print'
3. Under 'Printer', select 'Microsoft Print to PDF'
4. Click 'Print' and save the PDF in your preferred directory
5. Submit the saved PDF document along with supporting documents, if any, to the Bank via [www.hsbc.com.sg/upload](http://www.hsbc.com.sg/upload).

## Letter of Instruction for HSBC Personal Line of Credit

Please complete, sign and upload this Letter of Instruction along with your supporting documents via [www.hsbc.com.sg/upload](http://www.hsbc.com.sg/upload).

I have applied for the HSBC Personal Line of Credit using the online 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.

### Receive your sole-named bank and loan account (where applicable) statements directly via email

For your convenience, a password-protected PDF copy of your sole-named bank and loan account (where applicable) statements will be sent to your email address provided in this form\*. Joint accounts will only receive paper statements sent to your preferred mailing address.

E-mail statement opt-out. Please send paper statements to my preferred mailing address.

\*If the e-mail statements are undelivered, paper statements will be sent to your preferred mailing address.

### Personal Particulars

Full name \_\_\_\_\_

NRIC/ Passport no. \_\_\_\_\_

### Supporting Documents

(Please tick (✓) where applicable)

I hereby enclose a photocopy of:

My NRIC (front and back, enlarged to 150%), or

My passport, employment pass (with at least one year validity) and proof of residential/ mailing address

I have also enclosed my latest income document as indicated below:

#### For salaried employees

Latest three months' computerised payslips; OR

Latest Notice of Assessment with latest 1 month's computerised payslip; OR

CPF Contribution History Statement for the past six months

#### For self-employed and commission-based earners

Latest two years' Notice of Assessment

Please tick here if you have already submitted your Notice of Assessment/ CPF Statement electronically at [www.hsbc.com.sg/submitmyincome](http://www.hsbc.com.sg/submitmyincome) (Recommended)

Date submitted: \_\_\_\_\_ (DD/MM/YYYY)

### Consent to receive marketing and promotional materials

How would you like to receive marketing and promotional materials from the HSBC group\*?

Call  Mobile Message  Email  Post

Tick here if you do not wish to receive marketing and promotional materials

\*HSBC Bank (Singapore) Limited, its holding companies, affiliates, subsidiaries and associated entities and their respective agents, authorised service providers and third parties.

### Signature

\_\_\_\_\_  


Date \_\_\_\_\_

### Data Privacy Policy

The personal data you are submitting is being collected for the purposes stated in HSBC's Data Privacy Policy, a copy of which may be found at <http://www.hsbc.com.sg/content/dam/hsbc/sg/documents/general/data-privacy-policy.pdf>.

Issued by HSBC Bank (Singapore) Limited (Company Registration No. 201420624K).

Effective from 31 July 2020