



**UPDATE OF CLIENT PORTAL  
ADMINISTRATOR / APPROVER USERS  
(CORPORATE / OTHER ENTITIES)**

1. ACCOUNT INFORMATION	
Name of Company:	
Company / Entity Registration No.:	
Trading Account No(s).:	
2. USER'S ROLE AND DESCRIPTION	
<p>Please read the notes below before you fill up this section:</p> <p><b>Administrator:</b></p> <ul style="list-style-type: none"> <li>● Only <b>ONE (1) Administrator per company.</b></li> <li>● Create / Remove / Edit all users' access profiles.</li> <li>● Submit fund withdrawals and transfer.</li> <li>● View e-Statement(s) across multiple trading accounts.</li> <li>● 2FA is required to access client portal.</li> </ul> <p><b>Approver:</b></p> <ul style="list-style-type: none"> <li>● <b>FIVE (5) Approvers is allowed per company.</b></li> <li>● Authorized to approve Administrator's fund withdrawals and transfers via Two-Factor Authentication (2FA).</li> <li>● For accounts with 1-2 Approver(s): Need either Approver to approve.</li> <li>● For accounts with 3-5 Approver(s): Need at least two (2) of the Approvers to approve.</li> <li>● Approver(s) will not have access to client portal.</li> <li>● Approver(s) will receive: (i) OTP via e-mail <b>AND</b> (ii) a SMS link to input OTP.</li> </ul> <p><b>View-Only Access:</b></p> <ul style="list-style-type: none"> <li>● <b>FIVE (5) View-only Access per company.</b></li> <li>● View e-Statement(s) across multiple trading accounts.</li> <li>● 2FA is required to access client portal.</li> </ul>	

Add / Update <u>ADMINISTRATOR</u>		
<input type="checkbox"/> Add User	<b>OR</b>	<input type="checkbox"/> Remove / Edit* User <i>(*Please delete where necessary)</i>
Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____



**Add / Update VIEW-ONLY ACCESS 1**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
<hr/>	<hr/>	<hr/>

**Add / Update VIEW-ONLY ACCESS 2**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
<hr/>	<hr/>	<hr/>

**Add / Update VIEW-ONLY ACCESS 3**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
<hr/>	<hr/>	<hr/>

**Add / Update VIEW-ONLY ACCESS 4**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
<hr/>	<hr/>	<hr/>

**Add / Update VIEW-ONLY ACCESS 5**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
<hr/>	<hr/>	<hr/>



**Add / Update APPROVER 1**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____

**Add / Update APPROVER 2**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____

**Add / Update APPROVER 3**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____

**Add / Update APPROVER 4**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____

**Add / Update APPROVER 5**

Add User **OR**  Remove / Edit\* User (*\*Please delete where necessary*)

Full Name as in NRIC/Passport:	Email Address:	Mobile No.:
_____	_____	_____



**3. DECLARATION AND AGREEMENT**

- (i) We have the authority to make the abovementioned update(s) and we hereby authorize and consent to the update of the above information to all of our trading accounts ("Account") maintained with KGI Securities (Singapore) Pte. Ltd. ("KGI").
- (ii) We declare that the information provided herein (including all supporting documentation furnished in connection herewith) is true, complete and correct and we have not withheld any material fact.  
  
We hereby represent and warrant that we have provided all documentation or other information to KGI for compliance with all requirements under Foreign Account Tax Compliance Act ("FATCA"), Common Reporting Standard ("CRS"), local legislation in connection with FATCA and CRS, and any other provision arising out of an agreement between governments in relation to FATCA and CRS.
- (iii) We undertake to notify KGI in writing within thirty (30) days of any change of the information herein (including our tax status) and provide KGI with such information, documents or other evidence which may be required in connection with such change.
- (iv) We agree that the Account shall be governed by KGI's Terms & Conditions for trading ("T&C") as may be varied/amended or supplemented from time to time. We acknowledge that the prevailing KGI T&C is available on [www.kgiworld.sg](http://www.kgiworld.sg) and that a printed copy of the KGI T&C is available upon request.

\_\_\_\_\_  
Authorized Signatory

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

Director / Authorized Signatory: \_\_\_\_\_

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

Company Stamp:  
  
\_\_\_\_\_

\_\_\_\_\_  
Authorized Signatory

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

Director / Authorized Signatory: \_\_\_\_\_

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

For Office Use Only:	
Signature Witnessed / Verified by	
_____	_____
Name & Signature	Date