

Administration Form

To : **Channel Management**
PT BANK DBS INDONESIA
Plaza Permata 12th Floor
Jl. M.H Thamrin Kav. 57
Jakarta 10350, Indonesia



Use this form for the following:

- Unlock User
- Request for New PIN
- Unlock Security Device
- Replace Security Device
- Enable User

1. COMPANY PROFILE

Organisation ID	
Company's Name	
Notes:	
<ul style="list-style-type: none"> • Please specify your Organisation ID used for the login to IDEAL™ • Please specify your Company Name as per the one used for the application of IDEAL™ 	

2. LOGIN PIN / TOKEN (if applicable)

User Full Name / User ID / Token Serial No / Unlock Code	Email Address	Unlock User	Request for New Login PIN	Unlock Security Device	Replace Security Device	Enable User
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

- Please specify the User Full Name and User ID if you require the bank to reset the login pin or unlock the user access.
- **For Reset of Token PIN, there is no need to return the physical Token. Just indicate the User Full Name, Token Serial and Token Unlock Code.**
- Please specify the User Full Name, User ID and Token Serial Number if you require replacing the Token. The physical Token must be returned for replacement.

3. AUTHORISED SIGNATORIES

Name of Authoriser		
Signature		
Date		

For partnership, the signatures of all partners are required. For a company which has furnished PT. Bank DBS Indonesia with a standalone Electronic Banking Power of Attorney, the authorised signatories must be the current authorised signatories specified in that document. For a company which has furnished PT. Bank DBS Indonesia with a Power of Attorney for the opening of the current account that covers Electronic Banking services, the authorised signatories must be the current authorised signatories with the highest authorisation limit as specified in that document

FOR BANK USE ONLY

ENDORSEMENT FROM PT BANK DBSI			CHANNEL MAKER	CHANNEL AUTHORISER
	GTS	CBG OPS	Name	Name
Name			Signature	Signature
Dept			Date	Date
Date				