

Business Internet Banking Upgrade Form (BIB)

To be retained and presented to your branch before 25 April 2009.

Please read the Declaration before filling this form

Company Name: _____

Date: _____

Customer Number*: -

*First nine digits of the account number

1. PRIMARY USERS

Please fill in the complete details of User(s) you would like to give access to as Primary Users.
(To be filled whether your chosen Primary User(s) are new to service or existing users of the system)

		Primary User 1	Primary User 2	Primary User 3
1	Name of Primary User First Name Middle Name Last Name			
2	Designation			
3	Daily Transaction Limits* (LBP) Transfer to Third Party Transfer to own account			
4	Office Address**			
5	Telephone Numbers Office Fax Mobile			
6	Email ID			
7	Passport Number (New to service users must provide an attested copy of their passport)			
8	Specimen Signature			

*This limit cannot exceed the daily transaction limit of the company.

**PIN and EBN numbers will only be sent to the address of the company registered with the bank.

2. ADMIN CONTROL

Please specify the Admin Control you would like to implement for your Primary User.

Single Admin

Dual Admin

3. AUTHORISATION MATRIX

Please specify the Authorisation Matrix to be adopted for operations on Business Internet Banking.

Simple (A or B)

One Group (A or AA)

Two Groups (A or B or AB or AA or BB)

4. DECLARATION

To be signed by the authorised signatories of the Company who has/have relevant transaction and delegation authority.

- 1) I/We wish to apply for Business Internet Banking service and hereby acknowledge that I/we have read and understood the Bank's General Terms and Conditions for the Operation of Accounts and Electronic Banking Services as well as the Terms & Conditions for Business Internet Banking including the Privacy Statement & Disclaimer and fully agree thereon and undertake to comply therewith. I/We therefore consent to be committed to and bound by the rules, obligations and liabilities mentioned therein whether set out in English and or/Arabic and further acknowledge that I/we have received a copy thereof.
- 2) I/We understand that all communication including User ID, token and PIN will be sent to my/our address mentioned in the Bank's records.
- 3) I/We understand that the Primary User(s) will have access to and operate all accounts under the above mentioned Customer Number unless access is specifically restricted.
- 4) Primary User(s) appointed by me/us are hereby authorised in turn to appoint Secondary User(s) in accordance with the BIB Terms & Conditions and to approve on behalf of our Company the Terms & Conditions as amended from time to time, as well as to sign any declarations, agreements or any other documents as may be required.
- 5) I/We understand that the responsibility to appoint Secondary User(s) and to deliver token/ security device to them rests with Primary User(s). Once nominated by the Primary User(s), the Secondary User(s) will have access to and operate all accounts under the above mentioned Customer Number unless access is specifically restricted by the Primary User(s).
- 6) I/We request the Bank to send the related Secondary User(s)' token/ security device to any of the Primary Users.
- 7) I/We have taken note of the security and transaction authorisation procedure on BIB and agree thereon.
- 8) I/We confirm that the information given in this form is correct and complete, and authorise you to confirm the accuracy of the information from any source at your discretion.
- 9) I/We hereby authorise the Bank to accept/act upon instructions received through the Business Internet Banking from the Primary User(s) and Secondary User(s) in respect to all Account(s) of our Company mentioned under Customer Number above.

Signed for and on behalf of the Company

1. Full name in block letters _____

Title _____ Authorised Signature _____

2. Full name in block letters _____

Title _____ Authorised Signature _____

3. Full name in block letters _____

Title _____ Authorised Signature _____

4. Full name in block letters _____

Title _____ Authorised Signature _____

For additional information on the Business Internet Banking service and the updated terms and conditions, please log on to www.hsbc.com.lb or call 01-760333.