

### CHECKLIST FOR VERIFICATION OF CLOSING OF ACCOUNT

1. For individual depositor:-
  - a. Check the depositor's CDS account number and name
  - b. Check NRIC / Passport / Authority Card
  - c. Check the signature on FMN070 against the ADA's records of specimen signature(s)
  - d. Where the FMN070 has been executed by a person who is not able to read or understand the content, it should be accompanied by a Jurat Clause. The Jurat Clause needs to be affixed and signed by a person stated in the List Of Acceptable Witnesses in Chapter 9

Jurat Clause:-

I ..... (NRIC No. ....) have distinctly, clearly and audibly interpreted the above in the .....language/dialect to the abovenamed person who seemed to clearly understand the above and who made his/her mark in my presence.

Signed by .....

2. For corporate depositor, check:-
  - a. The CDS account number
  - b. The company's name
  - c. The company's registration number
  - d. The Board Resolution authorising the closing of account
  - e. The authorised signature(s) on application form against the ADA's records of specimen signature(s).
3. Where execution is pursuant to Power of Attorney or Board Resolution ensure the following:-
  - a. Person executing is the person named in the Power of Attorney / Board Resolution
  - b. Person executing is authorised to carry out that particular transaction

- c. In the case a corporate body where there is a requirement to affix the common seal, ensure that the affixation is done in accordance with the rules governing the corporate body.
- d. Where the FMN070 is signed under the Power of Attorney, please refer to the Usage Of Power Of Attorney (Appendix 19) to ensure that the Power of Attorney is in order and that the persons signing the form are empowered to do so
- e. Every amendment made on the form must be countersigned by the depositor and the authorised signatory(ies) of the ADA with a rubber-stamp bearing the ADA's name affixed. Do not use correcting fluid. Cancel the error and make the correction
- f. Where the signature(s) of the depositor and the authorised signatory(ies) of the ADA are the same, the amendment made on the form need only be signed by that signatory(ies)
- g. Any amendments made in the "for office use only" column in the form must be signed by the authorised signatory(ies) of the ADA with a rubber-stamp bearing the ADA's name affixed
- h. Where the amendments are signed by the depositor, verify the signature against the ADA's records of specimen signature(s).