

**FORMAT OF CERTIFIED EXTRACT OF
DIRECTORS RESOLUTION FOR
COMPANY (SDN BHD & BHD)
(Appendix 1)**

CERTIFIED EXTRACT OF DIRECTORS RESOLUTION

**APPLICATION FOR HONG LEONG BANK BUSINESS DEPOSIT ACCOUNTS,
HONG LEONG BUSINESS INTERNET/ELECTRONIC BANKING, COLLECTION SERVICES AND/OR AUTO-SWEEP SERVICES**

(Where resolution was passed before the said application for and/or opening)

The Board of Directors of _____ [name of company] passed the following resolution on _____ [date]: -

IT IS HEREBY RESOLVED AS FOLLOWS:

A. OPENING OF ACCOUNT AND OPERATING MANDATE**

**Please draw a line diagonally across this part if not applicable.

1. "THAT authority be and is hereby given for the Company to apply for Business Deposits Account(s) (the "Account(s)") with Hong Leong Bank Berhad ("HLB")/Hong Leong Islamic Bank Berhad ("HLISB") in _____ [to state Branch] as required from time to time."
2. "THAT authority be and is hereby given to the authorised signatory(ies) as set out in Item D. of this Resolution ("Authorised Signatories") to do the following:-
 - i. apply for, accept and sign, all relevant documents drawn or to be drawn up in connection with the Account(s) and to act on any instructions and accept any receipts or other documents relating to the Account(s), transactions or affairs of the Company, if so signed on behalf of the Company;
 - ii. pay and honour all cheques, bills of exchange, deposits, receipts, requests involving payment or transfer of funds and promissory notes;
 - iii. perform fixed deposit placements and/or withdrawals under the Account(s);
3. THAT, whenever necessary, authority be and is hereby given for the use of the Common Seal of the Company to be affixed to all relevant documents drawn or to be drawn up in connection therewith in accordance with the Company's Articles of Association or constitution (if any) for and on behalf of the Company."
4. "THAT the Company and its Directors are aware of and hereby agree to abide by the Terms and Conditions for the respective Accounts(s), HLB's/HLISB's General Terms and Conditions of Accounts and such other terms and conditions as HLB/HLISB may stipulate from time to time."

B. HONG LEONG BUSINESS INTERNET/ELECTRONIC BANKING - APPLICABLE TO ALL MODULES**

IT IS HEREBY RESOLVED AS FOLLOWS:

1. "THAT approval be and is hereby given for the Company or its successors in title or assigns to apply for and accept from time to time any one or more internet/ electronic banking facilities and/or services ("the Online Services") which may include but not be limited to cash management services, trade services, collection services or such other facilities and/or services as may be added, withdrawn, varied or replaced from time to time for business banking customers which may be offered by Hong Leong Bank Berhad ("HLB")/ Hong Leong Islamic Bank Berhad ("HLISB") or its successors in title or assigns upon such terms and conditions which are made available and may be varied or substituted from time to time via HLB's website at www.hlb.com.my and HLISB's website at www.hlisb.com.my ("the Terms and Conditions for Hong Leong Business Internet Banking")."
2. "THAT authority be and is hereby given to the nominated authorised signatory(ies) of the Company, whose signature(s) is/are set out in item D of this Resolution ("Authorised Signatories") to do the following:-
 - i. to apply for and link any one or more or all accounts maintained by the Company with HLB/HLISB (both present and future) under any one or more of the modules pursuant to the Online Services, and to nominate, add, remove or amend details of such person(s) as the user(s) to operate the Online Services from time to time;
 - ii. to nominate, add, remove or amend such person(s) as system user(s) to operate the Online Services and to amend the details of such persons from time to time; and
 - iii. to apply for, accept and sign, all relevant documents of whatsoever nature (including without limitation letters, authorisations and undertakings) drawn up or to be drawn up howsoever in connection with the Online Services (or each of them as and when required) from time to time.
3. "THAT, whenever necessary, authority be and is hereby given for the use of the Common Seal of the Company to be affixed to all relevant documents drawn up or to be drawn up in connection therewith in accordance with the Company's Articles of Association or constitution (if any) for and on behalf of the Company."
4. "THAT the Company authorises (1) the appointment of one (1) or more authorised representative(s) of the Company as the system administrator(s) on behalf of the Company to create and maintain the payment authorisation workflow and the user profile or assign security code(s) to the user(s) within the Hong Leong business internet/electronic banking ("the System Administrators"), and (2) the appointment of one (1) or more authorised representative(s) of the Company as the System Authoriser(s) to act on behalf of the Company to approve the creation and maintenance of the payment authorisation workflow, the user profile or assignment of the security code(s) within Hong Leong business internet/electronic banking ("the System Authorisers"), as identified in the Hong Leong Business Internet /Electronic Banking Application Form. In the event of the replacement of any of the System Administrators and/or System Authorisers, the Company hereby authorises the Authorised Signatories to appoint such replacement personnel from time to time and such replacement personnel shall be authorised to act as the System Administrators and/or the System Authorisers, as the case may be.

5. "THAT the Company acknowledges and agrees that the user(s) will be duly authorised by the System Administrators and/or System Authorisers to act for and on behalf of the Company to access and/or use the Hong Leong business internet/electronic banking including without limitation to accept terms and conditions or submit forms, applications or documents, whether physically, electronically or otherwise (as the case may be)."

B. (i) TRADE SERVICES**

***Please draw a line diagonally across this part if not applicable.*

1. "THAT approval be and is hereby given for the Company to make trade inquiries and submit trade drawdown instructions to the Bank which includes selecting and/or inputting the correct and accurate information and uploading the respective trade document(s) to the Bank via HongLeong Business Internet/Electronic Banking in accordance to the Terms and Conditions for Hong Leong Bank Business Internet Banking and such other terms and conditions that HLB/HLISB may stipulate from time to time."
2. "THAT the Board has read and agreed to the said terms & conditions (mentioned above) and wishes to avail itself to provide such electronic trade drawdown instructions ("Electronic Instructions") to the Bank. In the event the Company encounters system failure / disruption, the Company is advised to contact the Bank. Thereafter, provided that the issue is due to system failure or disruption on the Bank's part & upon advice by the Bank to do so, the Company may submit Electronic Instructions via e-mail and/or fax, subject to the prior execution of the Authorisation for Electronic Instructions (AEI) and submission of the same to the Bank; otherwise, the Company may submit physical documents and physical trade drawdown instructions to the Bank."

B. (ii) COLLECTION SERVICES**

***Please draw a line diagonally across this part if not applicable.*

1. "THAT approval be and is hereby given for the Company to enter into relevant agreement(s) from time to time with HLB/HLISB for the collection services provided by HLB/HLISB ("the Collection Services") to the Company upon the terms and conditions as the Company and HLB/HLISB may mutually agree upon from time to time (including, for the avoidance of doubt, revisions, supplements and substitutions as may be mutually agreed from time to time)."

C. HONG LEONG CASH MANAGEMENT AUTO-SWEEP SERVICES (ON APPLICATION BASIS AND SUBJECT TO HLB's/HLISB's APPROVAL)**

***Please draw a line diagonally across this part if not applicable.*

1. "THAT approval be and is hereby given for the Company to apply for the Hong Leong Cash Management Auto-Sweep Service ("Auto-Sweep Service") for an automated service to transfer its funds available in the relevant Current Account/Current Account-i(s) into a Short Term Placement Account ("STP Account") managed by HLB/HLISB on a daily basis subject to the Auto-Sweep Service Terms and Conditions and such other terms and conditions as HLB/HLISB may stipulate from time to time."
2. "THAT the Authorised Signatory(ies) may apply for, accept and sign, all relevant documents drawn or to be drawn up in connection with the Auto-Sweep Service and THAT the Auto-Sweep Services is only applicable to the Current Account/Current Account-i(s) indicated in the Auto-Sweep Services Application Form ("relevant Current Account(s)/Current Account-i(s)")."
3. "THAT approval is hereby given to debit the relevant Current Account(s)/Current Account-i(s) in accordance to the Auto-Sweep Services Terms and Conditions."
4. "THAT approval be and is hereby given for the Company to make overnight placement funds in the STP Account upon such terms and conditions advised by HLB/HLISB."
5. "THAT, whenever necessary, authority be and is hereby given for the use of the Common Seal of the Company to be affixed to all relevant documents drawn or to be drawn up in connection therewith in accordance with the Company's Articles of Association or constitution (if any) for and on behalf of the Company."

D. AUTHORISED SIGNATORIES

Condition of Authorisation Please tick (✓)

Any One to sign Any two to sign All to sign Others :

PERSONAL PARTICULARS	SPECIMEN SIGNATURE
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	
Name as per NRIC/Passport :	
NRIC/Passport No :	
Nationality :	
Designation :	

CERTIFICATION OF RESOLUTIONS

These resolutions will remain in force unless and until the Company delivers to HLB/HLISB a new resolution(s) revoking, amending or superseding these resolutions, and HLB/HLISB has had a reasonable opportunity to update its records.

We, the undersigned below, as Director(s) of the Company hereby certify that the above resolutions (a) have been duly passed and certified in accordance with the Articles of Association of the Company and entered in the minute book (b) are still in force (c) do not exceed the objects or powers of the Company or the powers of the Director(s). We acknowledge that the Bank places full reliance on our certification of the foregoing resolutions and accept our certification as conclusive evidence that this extract is a true and accurate record of the resolutions of the Board of Directors of the Company.

Dated this ____ day of ____ 20 ____

.....
 Director
 Name:
 Date:

.....
 Company Secretary
 Name:
 Date:

.....
 Director
 Name:
 Date:

.....
 Director
 Name:
 Date:

.....
Director
Name:
Date:

.....
Director
Name:
Date:

**FORMAT OF CERTIFIED EXTRACT OF
RESOLUTION FOR LIMITED
LIABILITY PARTNERSHIP
(Appendix 2)**

CERTIFIED EXTRACT OF RESOLUTION FOR LIMITED LIABILITY PARTNERSHIP

**APPLICATION FOR HONG LEONG BANK BUSINESS DEPOSITS ACCOUNTS,
HONG LEONG BUSINESS INTERNET/ELECTRONIC BANKING, AND/OR COLLECTION SERVICES**

(Where resolution was passed before the said application for and/or opening)

The Partners of the Limited Liability Partnership ("LLP") _____ [name of LLP]
passed the following resolution on _____ [date] :-

IT IS HEREBY RESOLVED AS FOLLOWS:

A. OPENING OF ACCOUNT AND OPERATING MANDATE**

***Please draw a line diagonally across this part if not applicable.*

1. "THAT authority be and is hereby given for the LLP to apply for Business Deposits Account(s) (the "Account(s)") with Hong Leong Bank Berhad ("HLB")/Hong Leong Islamic Bank Berhad ("HLISB") in _____ [to state Branch] as required from time to time."
2. "THAT authority be and is hereby given to the authorised signatory(ies) as set out in Item C. of this Resolution ("Authorised Signatories") to do the following:-
 - i. apply for, accept and sign, all relevant documents drawn or to be drawn up in connection with the Account(s) and to act on any instructions and accept any receipts or other documents relating to the Account(s), transactions or affairs of the LLP, if so signed on behalf of the LLP;
 - ii. pay and honour all cheques, bills of exchange, deposits, receipts, requests involving payment or transfer of funds and promissory notes;
 - iii. perform fixed deposit placements and/or withdrawals under the Account(s); and
3. "THAT the LLP & its partners are aware of and hereby agree to abide by the Terms and Conditions for the respective Accounts(s), HLB's/HLISB's General Terms and Conditions of Accounts and such other terms and conditions as HLB/HLISB may stipulate from time to time."

B. HONG LEONG BUSINESS INTERNET/ELECTRONIC BANKING - APPLICABLE TO ALL MODULES**

The Partners of the Limited Liability Partnership ("LLP") _____ [name of LLP]
passed the following resolution on _____ [date] :-

IT IS HEREBY RESOLVED AS FOLLOWS:

1. THAT approval be and is hereby given for the LLP or its successors in title or assigns to apply for and accept from time to time any one or more internet/ electronic banking facilities and/or services ("the Online Services") which may include but not be limited to cash management services, trade services, collection services or such other facilities and/or services as may be added, withdrawn, varied or replaced from time to time for business banking customers which may be offered by Hong Leong Bank Berhad ("HLB")/ Hong Leong Islamic Bank Berhad ("HLISB") or its successors in title or assigns upon such terms and conditions which are made available and may be varied or substituted from time to time via HLB's website at www.hlb.com.my and HLISB's website at www.hlisb.com.my (the Terms and Conditions for Hong Leong Business Internet Banking").
2. "THAT authority be and is hereby given to the nominated authorised signatory(ies) of the LLP, whose signature(s) is/are set out in item C of this Resolution ("Authorised Signatories") to do the following:-
 - i. to apply for and link any one or more or all accounts maintained by the LLP with HLB/HLISB (both present and future) under any one or more of the modules pursuant to the Online Services, and to nominate, add, remove, amend details of such person(s) as the user(s) to operate the Online Services from time to time;
 - ii. to nominate, add, remove or amend such person(s) as system user(s) of the Online Services and to amend the details of such person(s) from time to time; and
 - iii. to apply for, accept and sign, all relevant documents of whatsoever nature (including without limitation letters, authorisations and undertakings) drawn up or to be drawn up howsoever in connection with the Online Services (or each of them as and when required) from time to time.
3. "THAT the LLP authorises (1) the appointment of one (1) or more authorised representative(s) of the LLP as the system administrator(s) on behalf of the LLP to create and maintain the payment authorisation workflow or the user profile or assign security code(s) to the user(s) within the Hong Leong business internet/electronic banking ("the System Administrators"), and (2) the appointment of one (1) or more authorised representative(s) of the LLP as the system authoriser(s) to act on behalf of the LLP to approve the creation and maintenance of the payment authorisation workflow, the user profile or assignment of the security code(s) within Hong Leong business internet/electronic banking ("the System Authorisers"), as identified in the Hong Leong Business Internet/Electronic Banking Application Form. In the event of the replacement of any of the System Administrators and/or System Authorisers, the LLP hereby authorises the Authorised Signatories to appoint such replacement personnel from time to time and such replacement personnel shall be authorised to act as the System Administrators and/or the System Authorisers, as the case may be."

4. "THAT the LLP acknowledges and agrees that the users will be duly authorized by the System Administrators and/or System Authorisers to act for and on behalf of the LLP to access and/or use the Hong Leong business internet/electronic banking including without limitation to accept terms and conditions or submit forms, applications or documents, whether physically, electronically or otherwise (as the case may be).

B. (i) TRADE SERVICES**

**Please draw a line diagonally across this part if not applicable.

1. "THAT approval be and is hereby given for the LLP to make trade inquiries and to submit trade drawdown instructions to the Bank which includes selecting and/or inputting the correct and accurate information and uploading the respective trade document(s) to the Bank via Hong Leong Business Internet/Electronic Banking in accordance to the Terms and Conditions for Hong Leong Bank Business Internet Banking and such other terms and conditions that HLB/HLISB may stipulate from time to time."
2. "THAT the Partners have read and agreed to the said terms & conditions (mentioned above) and wishes to avail itself to provide such electronic trade drawdown instructions ("Electronic Instructions") to the Bank. In the event the LLP encounters system failure / disruption, the LLP is advised to contact the Bank. Thereafter, provided that the issue is due to system failure or disruption on the Bank's part & upon advice by the Bank to do so, the LLP may submit Electronic Instructions via e-mail and/or fax, subject to the prior execution of the Authorisation for Electronic Instructions (AEI) and submission of the same to the Bank; otherwise, the Company may submit physical documents and physical trade drawdown instructions to the Bank."

B. (ii) COLLECTION SERVICES**

**Please draw a line diagonally across this part if not applicable.

1. "THAT approval be and is hereby given for the LLP to enter into relevant agreement(s) from time to time with HLB/HLISB for the collection services provided by HLB/HLISB ("the Collection Services") to the LLP upon the terms and conditions as LLP and HLB/HLISB may mutually agree upon from time to time (including, for the avoidance of doubt, revisions, supplements and substitutions as may be mutually agreed from time to time)."

C. AUTHORISED SIGNATORIES

<p>Condition of Authorisation Please tick (✓)</p> <p><input type="checkbox"/> Any One to sign <input type="checkbox"/> Any two to sign <input type="checkbox"/> All to sign <input type="checkbox"/> Others : _____</p>	
PERSONAL PARTICULARS	SPECIMEN SIGNATURE
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	
<p>Name as per NRIC/Passport :</p> <p>NRIC/Passport No :</p> <p>Nationality :</p> <p>Designation :</p>	

CERTIFICATION OF RESOLUTIONS

These resolutions will remain in force unless and until the LLP delivers to HLB/HLISB a new resolution(s) revoking, amending or superseding these resolutions, and HLB/HLISB has had a reasonable opportunity to update its records.

We, the undersigned below, as Partner(s) of the LLP hereby certify that the above resolutions (a) have been duly passed and certified in accordance with the LLP Agreement (if any) or Second Schedule of the Limited Liability Partnership Act 2012 and entered in the minute book (b) are still in force (c) do not exceed the objects or powers of the LLP or the powers of the Partner(s). We acknowledge that the Bank places full reliance on our certification of the foregoing resolutions and accepts our certification as conclusive evidence that this extract is a true and accurate record of the resolutions of the Partners of the LLP.

Dated this _____ day of _____ 20_____

.....
Partner
Name:
Date:

.....
Compliance Officer
Name:
Date:

.....
Partner
Name:
Date:

.....
Partner
Name:
Date:

.....
Partner
Name:
Date: