



Application for Change in International Payment Transaction Services (K-Trade Connect) / Other Service

Part 1: Information of Applicant	
1.1 General Information	
Name of Applicant in Thai (Juristic Person).....	
Name of Applicant in English (Juristic person) (in block letters) ..... .....	
Applicant's Main Contact Person (To contact and coordinate as an intermediary in receiving – sending/ confirm requesting – information/documents relating to the use of the service only.)	
Name-Surname .....	
Position.....	
Email Address .....	
Mobile Phone ..... Tel. .... Ext. ....	
*Remarks: The Applicant agrees to authorize the main contact person to be its representative/coordinator in informing/confirming/amending and sending information and/or any documents of the Applicant and/or related persons to the Bank including receiving information and/or any documents from the Bank. The Bank will inform/confirm application/amendment modification of information/document received from the main contact person via telephone/mobile phone and/or e-mail address specified above via channel and method specified by the Bank. The Applicant agrees that the main contact person's acts shall be binding upon the Applicant in all respects.	
Contact Address (in Thailand)	
<input type="checkbox"/> Same as in the Registration Certificate/Establishment Document <input type="checkbox"/> Other (Please specify)	
Name of Place.....	
No..... Building..... Floor..... Room.....	
Village No. (Moo)..... Village..... Lane/Alley (Soi).....	
Road..... Sub-District (Tambon/Khwaeng).....	
City/District (Amphoe/Khet)..... Province..... Postal Code .....	

1.2 Service Details	
International Payment Transaction Services (K-Trade Connect)	Other
<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Trade e-Report Service
<input type="checkbox"/> Outward Remittance	

The Applicant certifies that their application for this product/service is in accordance with the Applicant's own intention, and the details given herein are true and correct in all respects. The Applicant acknowledges, understands and agrees to be bound by and comply with this application, including Part 1: Applicant Details, Part 2: Service Details and Part 3 Advice, Conditions and Manual for Use of Service \* (with details such as recommendations, criteria, terms and conditions of products/services, payment of fee2.s/expenses/penalty fee, related credit agreements, actions taken via PIN, as the case may be) that are provided on the application date.

The Applicant agrees and consents to the Bank to collect and use any of its personal data and/or information for the purpose of (i) providing services, (ii) fulfilling the request of the Applicant before providing the services, (iii) assigning third parties to support the services, such as information technology, communications and collection, (iv) assignment of right and/or obligation and/or (v) solving complaint. The Applicant further agrees and consents to the Bank to disclose its personal data and/or information, whether in or outside the country, to outsourcing service providers, the Bank's agents, the sub-contractors, co-branding alliances, prospective assignees, assignees and cloud computing service providers, and also agrees and consents to the aforementioned parties to collect, use and/or disclose its personal data and/or information for the same purposes.

For more information, please see Privacy Policy: [www.kasikornbank.com/en/privacy-policy](http://www.kasikornbank.com/en/privacy-policy)

In the event that the Applicant discloses another person's personal data to the Bank for the aforementioned purposes, the Applicant represents and warrants to the Bank that the Applicant has obtained consent from such person or has a legal basis to disclose such person's personal data to the Bank and has informed such person of the details of the collection, use and/or disclosure of personal data pursuant to the aforementioned Privacy Policy.

**Important note!!**

- The Applicant should understand the products/services and the service conditions before affixing their signature, whereas the Bank's officers have thoroughly explained the details of the products/services and addressed all inquiries. For questions or additional details, please contact the K-BIZ Contact Center, at Tel. 02-8888822
- For related loan products, the Bank will charge interest/fees/expenses from the date the Applicant receives the loan from the Bank. In case of default on debt repayment/breach of a contract, the Applicant will be subject to additional interest and expenses related to debt collection.



Signed \_\_\_\_\_ Applicant / Authorized Signatory

( \_\_\_\_\_ ) Legible Handwriting

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_



**Part 2: Details of Service**

**Part 2.1: International Payment Transaction Service**

**1) Information of Users (block letters)**

**Information of the Applicant :**

<b>Transaction authorization</b>	<input type="checkbox"/> Transactions made and authorized within the company only	<input type="checkbox"/> Transactions made and authorized within the company and its subsidiaries : ID _____ Parent Company.....		
Items	Users <small>(Please provide all the required information and KBank will send User ID via email and password via SMS)</small>	Assigned roles	Type of service	For change information
1	Name-Surname in English: _____ _____	<input type="checkbox"/> Maker	<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Add User
		<input type="checkbox"/> Authorizer/Level_____	<input type="checkbox"/> Outward Remittance	<input type="checkbox"/> Cancel User
	Email Address _____ _____	Credit approval limit :		<input type="checkbox"/> Change role
	Mobile Phone(in Thailand): _____-_____-_____ .....	Minimum amount _____	Maximum amount _____	<input type="checkbox"/> Add role
User ID: _____	Remark _____			
2	Name-Surname in English: _____ _____	<input type="checkbox"/> Maker	<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Add User
		<input type="checkbox"/> Authorizer/Level_____	<input type="checkbox"/> Outward Remittance	<input type="checkbox"/> Cancel User
	Email Address _____ _____	Credit approval limit :		<input type="checkbox"/> Change role
	Mobile Phone(in Thailand): _____-_____-_____ .....	Minimum amount _____	Maximum amount _____	<input type="checkbox"/> Add role
User ID: _____	Remark _____			
3	Name-Surname in English: _____ _____	<input type="checkbox"/> Maker	<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Add User
		<input type="checkbox"/> Authorizer/Level_____	<input type="checkbox"/> Outward Remittance	<input type="checkbox"/> Cancel User
	Email Address _____ _____	Credit approval limit :		<input type="checkbox"/> Change role
	Mobile Phone(in Thailand): _____-_____-_____ .....	Minimum amount _____	Maximum amount _____	<input type="checkbox"/> Add role
User ID: _____	Remark _____			

Items	Users (Please provide all the required information and KBank will send User ID via email and password via SMS)	Assigned roles	Type of service	For change information
4	Name-Surname in English: _____ _____	<input type="checkbox"/> Maker	<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Add User
	Email Address _____ _____	<input type="checkbox"/> Authorizer/Level_____	<input type="checkbox"/> Outward Remittance	<input type="checkbox"/> Cancel User
	Mobile Phone(in Thailand): _____-_____-_____	Credit approval limit :		<input type="checkbox"/> Change role
	User ID: _____	Minimum amount _____		<input type="checkbox"/> Add role
		Maximum amount _____		
		Remark _____		
5	Name-Surname in English: _____ _____	<input type="checkbox"/> Maker	<input type="checkbox"/> L/C Issuance	<input type="checkbox"/> Add User
	Email Address _____ _____	<input type="checkbox"/> Authorizer/Level_____	<input type="checkbox"/> Outward Remittance	<input type="checkbox"/> Cancel User
	Mobile Phone(in Thailand): _____-_____-_____	Credit approval limit :		<input type="checkbox"/> Change role
	User ID: _____	Minimum amount _____		<input type="checkbox"/> Add role
		Maximum amount _____		
		Remark _____		

3) Information on Approval Conditions		
Conditions for Approval of transactions on K-Trade Connect system (Please specify conditions if more than one person is authorized to approve transactions)		
Minimum amount	Maximum amount	Approval conditions
		<input type="checkbox"/> Only one person is authorized to approve transactions
		<input type="checkbox"/> Approved ___ people together
		<input type="checkbox"/> Only one person is authorized to approve transactions
		<input type="checkbox"/> Approved ___ people together
		<input type="checkbox"/> Only one person is authorized to approve transactions
		<input type="checkbox"/> Approved ___ people together

Relevant terms	Clarification
Organization ID	The code used by each organization for accessing the system for security reason
Transaction approval	<p>Authorization of transactions made in accordance with administrative structure of an organization</p> <p>If you choose to have the transactions made and authorized within a company, transactions can be made under the name of company only.</p> <p>If you choose to have the transactions made and authorized within the company and its subsidiaries, transactions can be made under the names of the company or its subsidiaries.</p>
Name-Surname and e-mail address	The name, surname and e-mail address of the User must be specified. (The e-mail address is used for sending transaction status from the Bank to the User, or for the User to contact with the Bank)
User ID	User ID for K-Trade Connect must be specified. Unless it is stated, your e-mail address will be used as User ID, for instance, kanok is User ID for kanok@a.com
Assigned roles	<p>Users can be classified into three groups by their assigned roles and responsibility, i.e., Administrator is responsible for designating scope of transactions to be made by different levels of User ID</p> <p>Maker is responsible for preparing transactions to be sent to authorizer.</p> <p>Authorizer is responsible for granting approval of transactions to be further submitted to the Bank.</p>
Type of service	Specify service or product related to the user
Remarks	Other requirements (Please specify)

**Part 2.2 Trade e-Report Service**

Suggestion for editing Trade e-Report:

1. Please refer to the attachment for code of Report/Package.
2. If the Applicant requests to add or delete e-mail address and also indicates code of Report/Package, the Bank deems that these e-mail addresses will effect only Report/Package that is indicated.
3. If the Applicant request to add or delete e-mail address, but did not indicates code of Report/Package, the Bank deems that these e-mail addresses effect all Report/Package that the Applicant had previously received.
4. If the Applicant requests to add or delete Report/Package, but does not indicates e-mail address, the Bank deems that such changes in Report/Package affect all e-mail addresses that the Applicant had previously specified.

Editing	E-mail address to be changed (in block letters)	Report / Package
<input type="radio"/> Add <input type="radio"/> Delete	1. .... 2. .... 3. .... 4. ....	..... ..... ..... .....
<input type="radio"/> Add <input type="radio"/> Delete	1. .... 2. .... 3. .... 4. ....	..... ..... ..... .....
<input type="radio"/> Add <input type="radio"/> Delete	1. .... 2. .... 3. .... 4. ....	..... ..... ..... .....
<input type="radio"/> Add <input type="radio"/> Delete	1. .... 2. .... 3. .... 4. ....	..... ..... ..... .....
<input type="radio"/> Add <input type="radio"/> Delete	1. .... 2. .... 3. .... 4. ....	..... ..... ..... .....

\* In case of Outstanding Report (S03), the Applicant wishes to choose the Report Type: ..... and the delivery round:  Daily  Weekly On ..... of each week  Monthly on the ..... date of each month

## Types of Report under Trade e-Report Service

The Applicant can choose reports by 2 approaches:

### 1. By Report Type

Codes	Report Names	Types of Report	Delivery Rounds
S01	Export FX Deal Report	Summary of inward transfer pending forex agreement	9.30 a.m. / 2.00 p.m.
S02	Statement Report	Summary of receipts of each day	Next day from the date that transaction is verified
S03	Outstanding Report	Summary of outstanding debt – for trade finance limit	Can be set by Applicant. Report will be sent at 12.00 a.m. of the chosen date: 1) Daily 2) Weekly 3) Monthly
S04	Forward Outstanding Report	Summary of outstanding debt – for Forward Contract limit	Next business day from the date of change in outstanding debt
S05	Summary Refund Withholding Tax 3%	Summary of authorization of The Bank for 3% tax refund	Not later than 7 business days of each month
S06	Export Document Mailing	Summary of export documents sent by The Bank to foreign countries	Next day from the date that transaction is verified
T01	Forward Contract	Contract of foreign currency purchase / sale on a future date	* The date that transaction is verified
T02	Import L/C Document Notice	Memo to notify inward documents per L/C	* The date that transaction is verified
T03	MT103 - Global Outward	Copy of transfer – outward transfer	* The date that transaction is verified
T04	MT103 - Global Inward	Copy of transfer – inward transfer	** The date that transaction is verified
T05	MT700 / 707 - L/C Issuing	Copy of L/C – L/C issuance	* The date that transaction is verified
T06	MT700 / 707 - L/C Advising	Copy of L/C – L/C notification	** The date that transaction is verified
T07	Receipt - Import & Global Outward	Receipt – import & outward transfer	* The date that transaction is verified
T08	Receipt - Export & Global Inward	Receipt – Export & inward transfer	* The date that transaction is verified

### Terms and Conditions

\* The specified standard time shall start when the Bank receives the application form and all related documents within the business time of The Bank, such an application form and related documents shall comply with the Bank's terms and conditions on the use of credit limit.

\* In case where the Bank receives the application form and related documents after 3.30 p.m., the transaction shall be effective on the next business day.

\*\* In case where the Bank receives SWIFT message after the business time of the Bank, the specified standard time shall start at 8.30 a.m. of the next business day.

### 2. By Package Type: Each package contains various reports grouped by the Applicant's transaction characteristics.

Codes	Package Names	Related Reports
P01	All	All report
P02	Import	S02 / S03 / S04 / S05 T01 / T02 / T03 / T05 / T07
P03	Export	S01 / S02 / S03 / S04 / S05 / S06 T01 / T04 / T06 / T08
P04	Document (L/C & BC)	S01 / S02 / S03 / S04 / S05 / S06 T01 / T02 / T05 / T06 / T07 / T08
P05	Global Money Transfer	S01 / S02 / S03 / S04 / S05 T01 / T03 / T04 / T07 / T08

**For Bank Use**

**Required documents:**

**Company Limited/Public Company Limited/Partnership Limited**

- Registration Certificate/Juristic Person Registration Certificate\* (Issued not more than 3 months prior to submission).
- A copy of identity card\* or passport\* (card front only) (remain valid as of the application date) of the authorized signatory, main contact person and applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee (if any).

**Overseas-registered company having an office in Thailand and operating business under the Foreign Business Act**

- A copy of Registration Certificate or document, issued by the Commercial Registrar, certifying that the company is a branch office/representative office in accordance with the Foreign Business Act.\*
- A copy of company registration certificate\* (overseas).
- Power of Attorney (overseas) signed by the authorized person of the juristic person per the conditions in the Registration Certificate to grant authority to a person to be responsible for operations in Thailand and a copy of identification card\* or passport\* (remains valid as of the application date), of the grantor or grantee.
- A copy of identification card\* or passport\* (card front only) (remains valid as of the application date), of the authorized signatory, main contact person or applicant.

**Government agency or state enterprise**

- Act pertaining to establishment of such as an organization\* (if any).
- A copy of identification card\* or passport\* (card front only) (remains valid as of the application date), of the authorized signatory, main contact person or applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee.

**Ordinary Partnership**

- A copy of the contract for establishing Ordinary Partnership\* and Commercial Registration\* (issued not more than 3 months prior to submission).
- A copy of identification card\* or passport\* (card front only) (remains valid as of the application date), of the authorized signatory, main contact person or applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee.

**Joint Venture**

- Copy of Registration Certificate/ Juristic Person Registration Certificate of every company (issued not more than 3 months prior to submission)
- A copy of identification card\* or passport\* (card front only) (remains valid as of the application date), of the authorized signatory, main contact person or applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee.

**Foundation, Association, & Cooperative**

- Copy of Establishment/Registration Certificate\* of Foundation, Association, & Cooperative



- A copy of identity card\* or passport\* (card front only) (remain valid as of the application date) of the authorized signatory, main contact person and applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee (if any).

**School/University/College/Institution**

- Copy of Certificate of Establishment issued by the Ministry of Education/Ministry of University Affairs\*, and regulations or documents specifying the authorized signatory
- A copy of identity card\* or passport\* (card front only) (remain valid as of the application date) of the authorized signatory, main contact person and applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee (if any).

**Embassy/Consulate**

- Copy of appointment letter of the top executive at embassy/consulate of the Ministry of Foreign Affairs of Thailand\*
- A copy of identity card\* or passport\* (card front only) (remain valid as of the application date) of the authorized signatory, main contact person and applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee (if any).

**Temple/Mosque/Shrine**

- Copy of temple status certificate\*/ Copy of mosque registration certificate (Bor Or.3)\*
- Copy of the current name list of Islamic Committee at a mosque certified by the registrar\*
- Copy of abbot appointment certificate\*
- A copy of identity card\* or passport\* (card front only) (remain valid as of the application date) of the authorized signatory, main contact person and applicant.
- In case the authority is granted to someone: Power of Attorney and A copy of identity card\* or passport\* (remains valid as of the application date) of the grantor and grantee (if any).

Note: \*Must be a certified true copy.

**Market Conduct Checklist**

- 01- Product details and service conditions explained
- 02- Cautions and risks from use of the service explained
- 03- Service fee notified
- 04- Application form and service conditions sent

Customer code..... International Trade Service Center.....

1. Name-Surname..... Employee Code..... RM Branch TSS ITSC  
 Telephone Number..... Date.....

2. Name-Surname..... Employee Code..... RM Branch TSS ITSC  
 Telephone Number..... Date.....

3. Name-Surname..... Employee Code..... RM Branch TSS ITSC  
 Telephone Number..... Date.....