

Moneylender's application for additional place of business

Note to applicant

All information given in this application form must be correct and true. If the information given is found to be false or misleading, the Moneylender's Licence granted to you/or the approval granted for the additional place(s) of business will be revoked by the Registrar of Moneylenders.

Please submit the application form to us at the following address:

Registry of Moneylenders
45 Maxwell Road #06-11,
The URA Centre, East Wing
Singapore 069118

What you will need to submit together with this form

You will need to furnish the Registrar of Moneylenders with a copy of your title deed/certificate evidencing your ownership of the proposed place of business or a tenancy, licence or other agreement evidencing your occupation of it.

Upon in-principle approval of your place (s) of business

Please note that an annual fee of \$1,320 is payable upon in-principle approval of your proposed place(s) of business for each additional place of business. The first year of approval will end on the same date as the expiry date of your licence. The fee payable for the first year of approval shall be \$110 per month or part thereof, for every approved place of business.

Please also note that upon approval of additional place(s) of business, you will need to furnish to the Registrar of Moneylenders a security deposit in the form of an irrevocable Banker's Guarantee in the sum of \$20,000 issued to the Accountant-General, Singapore, for each approved place of business. Please use the form of the Banker's Guarantee in Annex B. The security deposit is a requirement under section 10(3)(c) of the Moneylenders Act 2008 and is meant to secure the proper conduct of your moneylending business.

I) Particulars of Moneylender

Reference No.: RM/_____

Name of Firm/Company: _____

Name of Licensee/Agent: _____

Email: _____

Current principal place of business:

Block/House No.: _____ Unit No.: # _____ - _____

Street Name: _____

Building Name: _____

Postal Code: _____

Name of contact person (Dr/Mr/Ms/Mdm): _____

Tel. No.: _____ Fax No.: _____

Mobile No.: _____ Email: _____

II) Proposed place(s) of business: Please fill in Annex A

III) Statutory Declaration

I _____
(Name of Applicant on behalf of Moneylender) / (Designation)

(NRIC)

do solemnly and sincerely declare that the abovementioned particulars and the particulars in Annex A given by me are true to the best of my knowledge, information and belief, and I make this solemn declaration by virtue of the provisions of the Oaths and Declarations Act (Cap. 211), and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

Signature of Applicant on behalf of Moneylender & date

Stamped before a Commissioner of Oaths

III) Proposed place(s) of business

Place of business for which approval is sought (No. _____)¹

Type of premises (e.g. office, shop): _____

Block/House No.: _____ Unit No.: # _____ - _____

Street Name: _____

Building Name: _____

Postal Code: _____

Will this proposed place of business become your principal place of business and replace your existing principal place of business? ☐ No ☐ Yes

Particulars of the person(s) who will be managing the business at the additional location(s)¹

Name: _____

Residential Address: _____

NRIC/Passport/FIN: _____ Nationality: _____

Date of Birth: _____ Age: _____ Sex: ☐ M ☐ F

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Separated ☐ Widowed

If the person(s) whom will be managing the business is not the licensee, please provide us the particulars below:

1) Is he, was he or will he be a proprietor, shareholder, manager or employee of another moneylending business? ☐ No ☐ Yes

If yes, please provide us the details: _____

Name of Moneylender: _____

Period of Employment - From: _____ (DD/MM/YY) To: _____ (DD/MM/YY)

2) Is he an undischarged bankrupt? ☐ No ☐ Yes

If yes, please provide us the details: _____

3) Has he ever been refused a moneylender's licence? ☐ No ☐ Yes

If yes, please provide us the details: _____

1. Note: You may attach a copy of this page of the application form if approval is sought for more than one place of business.

BANKER'S GUARANTEE FORMAT
(SECURITY DEPOSIT FOR THE CONDUCT OF MONEYLENDING BUSINESS)

Annex B

<Bank's Letterhead>

Date: _____

To: Accountant-General, Singapore

Dear Sirs,

BANKER'S GUARANTEE NO. _____ FOR SGD 20,000^

(Business Name & Business Address of Moneylender (e.g. Company/Firm)) (ACRA No./UEN _____) (hereinafter referred to as "the Applicant") has applied for a Moneylender's Licence from the Registrar of Moneylenders ("Registrar") / applied for approval for an additional place/additional places* of business to carry on a moneylending business.

2 Pursuant to section 5(5)(c) – New Licence/section 6(4)(c) – Renewal / section 10(3)(c) – Approval for an additional place/additional places* of business* of the Moneylenders Act (Cap. 188), the applicant is required to provide security for the proper conduct of his moneylending business.

3 At the request of the applicant, we, (Name of Bank) of (Address of Bank) hereby irrevocably and unconditionally undertake to pay to you on your written demand any sum or sums of money which may be demanded by you from time to time, provided that the aggregate amount does not exceed SINGAPORE DOLLARS TWENTY THOUSAND^ AND 00/100 (SGD 20,000^) ("the Guaranteed Sum").

4 Upon receipt of your written demand that you require payment to be made of the whole or part of the Guaranteed Sum, we irrevocably and unconditionally agree to pay the same to you immediately upon demand without further reference to the Applicant and notwithstanding any dispute which may have arisen between the Registrar and the Applicant and any instruction which may be given by the Applicant not to pay the same. Such demand shall be final and conclusive evidence that the Guaranteed Sum, or the part thereof demanded, is due to you hereunder.

5 This guarantee shall be valid until it expires on (Expiry Date of Moneylender's Licence), provided always that the expiry date of this Guarantee and our liability thereunder shall be automatically extended for successive periods of one year unless we give you ninety days' written notice prior to the expiry date of our liability of our intention not to extend this Guarantee.

^State the Guaranteed Sum in multiples of \$20,000, depending on the number of places of business to which the Guarantee applies.

6 All claims under this Guarantee must be made no later than three months after the expiry date. Upon the expiry of this Guarantee and subject to our automatic extension and your right to make a claim within the claim period, this Guarantee shall be null and void and our liabilities hereunder shall cease automatically notwithstanding that this Guarantee is not returned to us for cancellation.

7 This Guarantee shall be governed by and construed in accordance with the laws of the Republic of Singapore and all parties hereto shall submit to the exclusive jurisdiction of the Courts of the Republic of Singapore.

Yours faithfully

(Signature)

(Name and Designation)

(Name of Bank)

* Delete as appropriate