

This form can be filled in on a computer; alternatively please print and complete fields in CAPITAL letters using black ink and tick (✓) where appropriate.

1. Customer Details

Legal Entity Name:

Company Registration Number (BRN):

2. Change in Options

I/We* wish to change the options of our Internet Banking service

☐ **From View Only Option to All Options** (Please refer to Annexure 1 to view the modules relative to each option) including Bulk Payment

Note: The Authorised User(s) empowered by the company and accepted by the MCB to:

- (i) view, on MCB IB, the Customer's account(s) specified by the Customer.
- (ii) initiate, authorise and sign, within the powers delegated to him, instruction(s) and request(s) transmitted through MCB IB.
- (iii) all users will have access to all functionalities.
- (iv) access or use MCB IB in respect of the above (except initiation), via the Web App devised by MCB.

Signatory IB User:

(All signatories appointed on account will by default be entitled to authorise transactions on IB including Bulk Payment)

The Authorised User(s) empowered by the company and accepted by the MCB to:

- (i) sign, initiate and authorise within the powers delegated to him, instructions transmitted.
- (ii) access or use MCB IB in respect of the above (except initiation), via the authentication tool application.

All Authorised Signatories shall 'ipso facto' be entitled to access and operate the Customer's accounts as Authorised IB User.

The Authorised Signatories appointed for Trade Finance and Bank Guarantee operations will by default be entitled to authorise Trade Finance and Bank Guarantee transactions on IB.

Basic IB User:

An Authorised User empowered by the Customer and accepted by The MCB to:

- (i) view, on MCB IB, the Customer's account(s) specified by the Customer.
- (ii) initiate instruction(s) and request(s) transmitted through MCB IB including all Trade Finance and Bank Guarantees transactions.

General Note:

- (a) Should you wish to add new users on IB, please complete section 3.
- (b) For Corporate IB purposes, the email address and mobile number provided by the user may be different from his/her personal email address and mobile number and will not impact on his/her individual customer records with the Bank.
- (c) All the statements and advices will be available digitally.

3. List of IB Users (Signatory and Basic Users)

I/We* wish to add/delete* the following Authorised Users to/from our Internet Banking service

User Number	User Details¹ <small>**User Name Format: Title, First Name and Last Name ***National ID/Passport Number: Not applicable for existing Corporate IB User ****Email: Maximum 40 characters. Mandatory field</small>	Add	Delete ⁵	User Access <small>Applicable for Basic Users</small>		
				Accounts to be excluded <small>Access to all existing and subsequent accounts if not selected</small>	Bulk Payment <small>If selected, please complete Section 4</small>	Customer Number <small>(BANK USE ONLY)</small>
1.	**User Name: <input type="text"/> ***National ID/Passport: <input type="text"/> ****Email ² : <input type="text"/> Country Code: + <input type="text"/> Mobile Number ³ : <input type="text"/> Mobile Network Operator: <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>	<input type="checkbox"/>	<input type="text"/>
2.	**User Name: <input type="text"/> ***National ID/Passport: <input type="text"/> ****Email ² : <input type="text"/> Country Code: + <input type="text"/> Mobile Number ³ : <input type="text"/> Mobile Network Operator: <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>	<input type="checkbox"/>	<input type="text"/>
3.	**User Name: <input type="text"/> ***National ID/Passport: <input type="text"/> ****Email ² : <input type="text"/> Country Code: + <input type="text"/> Mobile Number ³ : <input type="text"/> Mobile Network Operator: <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>	<input type="checkbox"/>	<input type="text"/>

Initials: _____

User Number	User Details¹ **User Name Format: Title, First Name and Last Name ***National ID/Passport Number: Not applicable for existing Corporate IB User ****Email: Maximum 40 characters. Mandatory field	Add	Delete ⁵	User Access Applicable for Basic Users		
				Accounts to be excluded Access to all existing and subsequent accounts if not selected	Bulk Payment If selected, please complete Section 4	Customer Number (BANK USE ONLY)
4.	**User Name: <input type="text"/> ***National ID/Passport: <input type="text"/> ****Email ² : <input type="text"/> Country Code: + <input type="text"/> Mobile Number ³ : <input type="text"/> Mobile Network Operator: <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>	<input type="checkbox"/>	<input type="text"/>
5.	**User Name: <input type="text"/> ***National ID/Passport: <input type="text"/> ****Email ² : <input type="text"/> Country Code: + <input type="text"/> Mobile Number ³ : <input type="text"/> Mobile Network Operator: <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>	<input type="checkbox"/>	<input type="text"/>

¹ Please provide us with a certified true copy of passport/identity card with clear photographic image of the above user(s) if he/they is/are not MCB Customer(s).

² Email address is compulsory: (i) Should not be a group email address; (ii) The email address will be considered as the USER ID (as per new login protocol).

³ The mobile number provided in this form shall be for receiving via SMS: (i) One-Time password for activation of authentication tool for IB Signatory Users only; (ii) Notifications relating to IB transactions for IB Signatory Users only.

⁴ Mobile Network Operator: Applicable for local number only.

⁵ Specify which product/services under "User Access" should be deleted. If 'Delete' option is selected without specifying the product/services under "User Access", the user will be removed from IB.

General Note: For Corporate IB purposes, the email address and mobile number provided by the user may be different from his/her personal email address and mobile number and will not impact on his/her individual customer records with the bank. Signatory IB Users will authorise transactions using the authentication tool.

Initials: _____

4. Credit Card Access Details

	User Number(s) Please specify the User Number from Section 3	Option 1 All Cards	Option 2 Specific Cards on IB Card Number(s) First and last four digits are required																																																																
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5. Bulk Payment Access Details (Applicable to Basic Users)

	User Number(s) Please specify the User Number from Section 3	Option 1 All Accounts All existing accounts on IB	Option 2 Specific Account Number(s) from existing account(s) on IB
1.	<input type="text"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>
2.	<input type="text"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>
3.	<input type="text"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>
4.	<input type="text"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>
5.	<input type="text"/>	<input type="checkbox"/>	<div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div> <div>0 0 0 <input type="text"/></div>

Note that the above users will automatically have access to Bulk Payment Supplementary List (i.e list of successful and failed transactions) pertaining to the relevant account(s) as defined above. Bulk Payment file format should be as per MCB requirements.

Please sign below:

Authorised Signatory(ies) as per Acts and Deeds



Signature:

Signature:

If more than
one signature
needed

Name:

Name:

Signature:

If more than
two signatures
needed

Signature:

If more than
three signatures
needed

Name:

Name:

Date:

 / / (dd/mm/yyyy)

FOR BANK USE ONLY

Date received: / / (dd/mm/yyyy)

Received By:

Signature:

Signature Code:

Input By:

Authorised By:

Signature:

Signature:

Signature Code:

Signature Code:

Contents of the MCB Internet Banking Modules

Homepage
Accounts <ul style="list-style-type: none">• Accounts• Loans• Fixed Deposits• Statements and Advices
Cards <ul style="list-style-type: none">• Cards overview• Cards Details and Transactions• Cards Statements
Move Money <ul style="list-style-type: none">• Own Account Transfer• MCB Account Transfer• Other Local Banks Account Transfer• Foreign Currency Transfer• Cards Transfer
Standing Order Management
Templates
Bulk Approval
Batches <ul style="list-style-type: none">• Create Batches• Manage Batches
Trade Finance <ul style="list-style-type: none">• Overview of Limits• Import Transactions• Export Transactions• Guarantee Transactions
Personal
Contacts
My Profile