



4th April 2018

Capt. Andy Sim  
Deputy General Manager  
Operations  
NYK RORO (Asia) Pte. Ltd.  
1 HarbourFront Place  
#14-01 HarbourFront Tower One  
Singapore 098633

Dear Capt. Sim

**PROPOSAL OF FOREIGN EXCHANGE SERVICES**

We refer to our meeting on 2nd April 2018.

We would like to thank you for your continuous support. Without your faith in our ability, we would not be where we are today. We are committed to work very hard and continue to be better to provide high value added foreign exchange services to your company.

As discussed we would like to introduce our USD encashment Services.

We are able to deliver the required amount and denominations of US Dollar cash to your office and you can T/T or issue cheque the US Dollar amount into our US Dollar bank account as follows:

|              |    |   |
|--------------|----|---|
| Our banker   | :- | Oversea-Chinese Banking Corporation Limited         |
| Branch       | :- | Head Office   |
| Address      | :- | 65 Chulia Street<br>OCBC Centre<br>Singapore 049513 |
| Account Name | :- | <b>GREAT EAST FOREX</b>                             |
| Account No.  | :- | <b>501-055271-201 USD</b>                           |



Our Operation hours starts from 9 am to 5.30 pm (Mon to Fri) and 9 am to 1.00 pm on Sat. There will be no additional cost to your company for our services as we are prepared to accept 0.55% exchange rate in percentage for each encashment service into our US Dollar bank account.

e.g. for exchange of USD 20,000/= cash, the T/T amount will be USD 20,110/=

We will check and seal the USD currency notes of your requirement into a tampered proof security sealed bag for every transaction. The currency will be duly checked and counted by at least 3 persons before they are sealed together with a sealing slip.

This arrangement will improve the efficiency of your foreign cash ordering process, as your boarding officers or yourself need not require to count the currency, however they have to ensure that the sealed package is not tampered or broken when received from our staff.

The sealed package will only be opened by the ship captain or relevant personnel in the presence of at least one of your boarding officer or staff. The currency notes have to be 100% counted in the presence of your boarding officer and account for immediately. If any discrepancy occurs with all the precautions taken, our company must be informed as soon as possible and **the tampered proof security bag and sealing slip** must be returned for further investigation. We will make good for any shortages found in the sealed package with all the above procedures followed.

The benefits of our US Dollar Cheque Encashment service are as follows:-

- ✦ 1. will remove your risk of money in transit to/from the bank.
- ✦ 2. will eliminate your foreign exchange risk as there are no exchange rates involved
- ✦ 3. will improve your efficiency and control over the foreign exchange matters.
- ✦ 4. will help you to reduce your workload
- ✦ 5. will be able to trace all USD 100 notes transacted with our company, as each USD100 note's serial numbers will be recorded if necessary.
- ✦ 6. will provide emergency encashment if required when your authorised signatories are not available.



These are just a few main traits of our organisation that we are certain would be an advantage to us in your appraisal of our company.

We look forward to providing you the quality service you need.


In addition, we would also like to emphasize that we honour our commitments to provide a professional foreign exchange service and develop an excellent relation on mutual trust.

Please contact me at Tel 6339-2828 or 9-636-0530 if you need any additional information.

Thank you.

Yours Sincerely

  
Peter Wu  
Business Manager

  
ANDY SIM



## **NYK RORO (ASIA) PTE. LTD.**

1 HarbourFront Place, #14-01 HarbourFront Tower One, Singapore 098633  
Tel (65) 6295 0123 Fax (65) 6293 7109

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### **ANNOUNCEMENT**

Dear Valued Customers,

With effective from 1<sup>st</sup> April 2018, our Port Agency and Customer Service & Documentation Section function which currently under **NYK GROUP SOUTH ASIA PTE LTD**, will be transferred and managed by **NYK RORO (ASIA) PTE. LTD.** henceforth.

With this upgrading, we hope and look forward to developing more reliable quality services to serve our valued customers.

Port Agency office as follows: -

Current till 31<sup>st</sup> March 2018

**NYK GROUP SOUTH ASIA PTE LTD**  
**1, HARBOURFRONT PLACE, #13-01**  
**HARBOURFRONT TOWER ONE**  
**SINGAPORE 098633**

**Main Tel. Line : 6295 0123**

**Main Fax Line : 6293 7109**

**Group email : [NGSA.S.SIN.OPTRAMP@nykgroup.com](mailto:NGSA.S.SIN.OPTRAMP@nykgroup.com) [Agency Operations]**

From 1<sup>st</sup> April 2018

**NYK RORO (ASIA) PTE. LTD.**  
**1, HARBOURFRONT PLACE, #14-01**  
**HARBOURFRONT TOWER ONE**  
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**Group Email : [ROROASIA.S.SIN.OPTRAMP@nykgroup.com](mailto:ROROASIA.S.SIN.OPTRAMP@nykgroup.com) [Agency Operations]**

Customer Service & Documentation office (B/L Counter) location as follows: -

Current till 31<sup>st</sup> March 2018

**NYK GROUP SOUTH ASIA PTE LTD**  
**1, HARBOURFRONT PLACE, #01-07**  
**HARBOURFRONT TOWER ONE**  
**SINGAPORE 098633**

**Main Tel. Line : 6290 8735**

**Main Fax Line : 6299 6105**

**Group email : [NGSA.S.SIN.EXPDOCAFR@nykgroup.com](mailto:NGSA.S.SIN.EXPDOCAFR@nykgroup.com) [For Export]**  
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**: [NGSA.S.SIN.EXPDOCOCE@nykgroup.com](mailto:NGSA.S.SIN.EXPDOCOCE@nykgroup.com) [For Export]**  
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All Invoices to address and bill to **NYK RORO (ASIA) PTE. LTD.** at above address.

Should you have any queries, kindly feel free to contact the following personnel to assist you: -

**Operational Matters:**

1. Mr. Rahmat Hanape | Operations Manager  
DID: 6290 8775 / Email: [rahmat.hanape@nykgroup.com](mailto:rahmat.hanape@nykgroup.com)
2. Mr. Low Kok Leong | Asst. Operations Manager  
DID: 6290 2689 / Email: [kokleong.low@nykgroup.com](mailto:kokleong.low@nykgroup.com)
3. Mr. Andy Sim | Deputy General Manager  
DID: 6290 8771 / Email: [andy.sim@nykgroup.com](mailto:andy.sim@nykgroup.com)

**Accounting Matters:**

1. Ms. Chee Siew Hong | Accounts Manager  
DID: 6290 8402 / Email: [siewhong.chee@nykgroup.com](mailto:siewhong.chee@nykgroup.com)
2. Ms. Koh Hui Peng | Accounts Manager  
DID: 6290 8440 / Email: [huipeng.koh@nykgroup.com](mailto:huipeng.koh@nykgroup.com)

Thank you very much for your kind attention.

FOR AND ONBEHALF  
NYK RORO (ASIA) PTE. LTD.

YUSUKE SASADA  
MANAGING DIRECTOR



**NYK LINE**  
NIPPON YUSEN KAISHA

## **NYK GROUP SOUTH ASIA PTE LTD**

1 HarbourFront Place, #14-01 HarbourFront Tower One. Singapore 098633  
Tel (65) 62950123 Fax (65) 62937109

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### **ANNOUNCEMENT**

Dear Valued Customers,

With effective from 1<sup>st</sup> April 2018, our Port Agency and Customer Service & Documentation Section function which currently under **NYK GROUP SOUTH ASIA PTE LTD**, will be transferred to **NYK RORO (ASIA) PTE. LTD.**

#### Port Agency office as follows: -

##### Current till 31<sup>st</sup> March 2018

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**1, HARBOURFRONT PLACE, #13-01**  
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2. Ms. Koh Hui Peng | Accounts Manager  
DID: 6290 8440 / Email: [huipeng.koh@nykgroup.com](mailto:huipeng.koh@nykgroup.com)

Thank you very much for your kind attention.

FOR AND ONBEHALF  
NYK GROUP SOUTH ASIA PTE LTD

  
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HIROKAZU NOGUCHI  
DIRECTOR