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| **${Director Name} (Identification No.: ${Director identification no})**  ${Director address} |

On behalf of:

**${Company current name}**

${Address - new}

Date: ${effective\_date}

**${Nominee Director Name} (${Nominee of Identification No})**

${Nominee Director Address}

Dear ${Nominee Director Name}

**LETTER OF APPOINTMENT AND INDEMNITY**

We are pleased to appoint you as director of the Company with effect from the date of appointment of the ${Company current name} (UEN: ${UEN}) (the “Company”).

Your appointment will be on an annual basis and unless otherwise notified to you by either of us, will be automatically renewed on each succeeding anniversary of the date of appointment as the company director of the Company.

In consideration of you agreeing to act, you will receive an annual non-refundable director’s fee of **${Nominee Director Fee} and a one-time refundable security deposit of ${Nominee Director Deposit}**.

You may be asked to exercise your voting rights as a director in accordance with the instructions of the shareholders of the Company but this is no way demands that do not perform your fiduciary duties to the Company, at all times.

I hereby jointly, severally and irrevocably indemnify and hold you harmless from and against any costs, expenses, liabilities, direct, indirect or consequential losses, damages, claims, demands, proceedings and/or actions which you may incur or suffer in connection with your appointment as a director of the Company.

If for any reason you are unable to contact us regarding any issue in connection with the Company, which by reason of your appointment as the resident director you are required to address or otherwise face personal liability, you are hereby authorised to take such action as you deem fit, including applying to strike-off the Company. We hereby waive all our claims against you should you be required to so act.

Please acknowledge your acceptance of our appointment by signing at the Acceptance copy below.

Yours faithfully

For and on behalf of **${Company current name}**:-

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: **${Director Name Signature}**  Identification No.: **${Director Name Signature ID}**  Date: |

**ACCEPTANCE**

I, **${Nominee Director Name} (${Nominee of Identification No})**, hereby accept your appointment as director of the **${Company current name}** and confirm receipt of:-

1. **non-refundable annual fee of ${Nominee Director Fee}**
2. **Refundable Security Deposit of ${Nominee Director Deposit} (one-time)**

Yours faithfully

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Name: **${Nominee Director Name}**

Identification No: **${Nominee of Identification No}**

Date:

**ACCEPTANCE ACKNOWLEDGED BY:**

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: **${Director Name Signatures}**  Identification No.: **${Director Name Signature IDs}**  Date: |