

**CREDIT CARD INSTRUCTION FORM**

Name : \_\_\_\_\_ NRIC/Passport No. : \_\_\_\_\_  
Principal Card No. : \_\_\_\_\_  
Supplementary Card No. : \_\_\_\_\_

I would like to apply for the following instruction(s):

**Change in Card Account Details**

Billing Address       Home Address       Office Address

New Address : \_\_\_\_\_  
\_\_\_\_\_

New Employer's Name : \_\_\_\_\_

New Employer's Address : \_\_\_\_\_  
\_\_\_\_\_

New Telephone No. : (HP) \_\_\_\_\_ (H) \_\_\_\_\_ (O) \_\_\_\_\_

New Email Address : \_\_\_\_\_

New Passport/NRIC (with supporting document) : \_\_\_\_\_

New ID No. (with supporting document) : \_\_\_\_\_

**Apply for Internet Banking (upon Internet Banking activation, you will be able to access eStatements automatically)**

**Email/SMS Alert Update**

Please set minimum transaction Email/SMS alert threshold as USD \_\_\_\_\_ For Transaction with :  Principal Card     Supplementary Card

**Transaction Alert Agreement**     Update Mobile No. / Email     Add SMS / Email

**Reset Expiry Date Error Count (expiry date was entered incorrectly for multiple times)**

**Re-activate Oversea Online Banking Transaction Service**       **Card Activation**       **Reset PIN No.**

**Overseas Magnetic Stripe Transaction**     Activate     Deactivate       **Overseas ATM Cash Withdrawal**     Activate     Deactivate

**Card Replacement**

Lost       Non-receipt       Damaged       Others (please specify) : \_\_\_\_\_

Expired (please submit related documents eg Passport / Work Pass)

**Monthly Auto-Payment**

SGD pay to     SGD A/C     RMB A/C     USD A/C       RMB pay to RMB A/C       USD pay to USD A/C

Account Name: \_\_\_\_\_ Account No.: \_\_\_\_\_

Type of Repayment Amount     Repay Optimal Amount (preferred)     Repay Minimum Amount     Full Payment

Part of Repayment Symbol     Yes (preferred)       No

**Appeal for Waiver of Charges**

Interest       Late payment charge       Others (please specify) : \_\_\_\_\_

Briefly indicate the reason and amount: \_\_\_\_\_

**Update Credit Card Account Type**

Secured Credit Card to Unsecured Credit Card       Unsecured Credit Card to Secured Credit Card       Change of Pledged Deposit Amount

Preferred Credit Limit (if applicable) : \_\_\_\_\_       Others (please specify) : \_\_\_\_\_

**Card Cancellation (Kindly note that the credit card account will be cancelled within 30 days as per cardholder's request)**

Please transfer the credit balance in the credit card account to an **ICBC Current Account**.      A/C No.: \_\_\_\_\_

Please issue a cheque for the credit balance in the account after the credit card has been cancelled.

I will collect the credit balance in the account over the counter. Please contact me using the contact number above.

I voluntarily give up my right to the credit balance in the account and irrevocably release the credit balance in the account to you.  
(You are irrevocably authorised to deal with the credit balance in the account any manner you deem fit.)

**Change of Signature**

New Signature: \_\_\_\_\_ Effective Date: \_\_\_\_\_

**Others (please specify) :** \_\_\_\_\_

**Acknowledgment and Signatory**

I hereby authorise the Bank to carry out my instructions above at the Bank's discretion and I declare that all information submitted above is true, accurate and complete.

\_\_\_\_\_ Cardholder's Signature      \_\_\_\_\_ Date

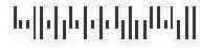
**For Bank Use Only**

**For Card Replacement:**  
Credit Card No. :  Retain Original Card No.     Change Card No.      Expiry Date :  Remain the same     Update to: \_\_\_\_\_  
Flag Old Card Disable Immediately :  Yes       No      Credit Card Expiry Replace :  Yes       No

Verified By:	Checked By:	Approved By:
_____ Name & Signature	_____ Name & Signature	_____ Name & Signature

Postage will be  
paid by addressee.  
For posting in  
Singapore only

**BUSINESS REPLY SERVICE  
PERMIT NO. 08765**



**INDUSTRIAL AND COMMERCIAL BANK OF CHINA LIMITED  
SINGAPORE BRANCH**

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