

Product Disclosure Sheet
Commercial Charge Card (_ / _ / ____)

Product Disclosure Sheet (Read this Product Disclosure Sheet before you decide to apply for the UOB Commercial Charge Card. Be sure to also read the general terms and conditions)		United Overseas Bank (Malaysia) Bhd (Reg. No. 199301017069 (271809-K)). Commercial Charge Card																								
1. What is this product about?																										
Commercial Charge Card - A card program designed for companies to facilitate business related transactions and provide efficient alternative to manage business expenses. Card types available: <ol style="list-style-type: none"> 1. Visa Business Signature - offered to companies under retail/SMI/SME segment as a time and cost saving alternative to traditional payment methods. It separates company and personal expenses by centralizes the spending for business goods, travel and entertainment, insurance premium and utilities bills in a single card and greatly improve cash flow. 																										
2. What do I get from this product?																										
Commercial Charge Card Credit Limit will be determined based on the company's credit assessment.																										
3. What are my obligations?																										
Interest free period	<ul style="list-style-type: none"> • For retail transactions - 1 calendar month from the statement date, full payment is required by payment due date. • The interest free period is not applicable to cash advances. 																									
4. What are the fees and charges I have to pay?																										
<table border="1"> <thead> <tr> <th colspan="2">Fees and Charges</th> </tr> </thead> <tbody> <tr> <td>1. Visa Business Signature (All cards)</td> <td>No annual fees</td> </tr> <tr> <td>2. Finance Charges</td> <td>Not Applicable - Outstanding balance must be settled in full by due date</td> </tr> <tr> <td>3. Cash advance fee</td> <td>Up to 5% from the total cash advance or minimum RM20, whichever is higher</td> </tr> <tr> <td>4. Card replacement fee</td> <td>RM50.00 per card</td> </tr> <tr> <td>5. Sales draft retrieval fee</td> <td>RM5.00 per photocopy and RM15.00 per original.</td> </tr> <tr> <td>6. Hardcopy statement fee (Effective 20 August 2021)</td> <td>RM2 per hardcopy statement per month</td> </tr> <tr> <td>7. Additional statement request fee</td> <td>RM5.00 for walk-in or facsimile request & RM6.00 for normal mail request.</td> </tr> <tr> <td>8. Overseas transaction conversion fee</td> <td>If you use the Commercial Charge Card for a transaction in a currency other than Ringgit Malaysia, it will be converted through Visa International at the conversion rate as determined by the Visa International as at the time the transaction is posted. This currency conversion will include any charges levied by the Visa International for overseas transactions. In addition, an administration cost of 1% or such other rate as determined by us for the conversion of the transactions made in a currency other than Ringgit Malaysia will be chargeable to you.</td> </tr> <tr> <td>9. Dynamic Currency Conversion (DCC) Service (Effective 1 July 2021)</td> <td>If you use the Commercial Charge Card for a transaction at an overseas merchant and choose to pay in Ringgit Malaysia (including online purchases quoted in foreign currency), you are using the Dynamic Currency Conversion (DCC) service. When using the DCC service, the exchange rate used by the overseas merchant may be higher than the exchange rates determined by Visa International when you pay in foreign currency. In addition, a fee of 1% on the converted Ringgit Malaysia amount will be charged.</td> </tr> <tr> <td>10. Service Tax (Effective 1st September 2018)</td> <td>RM25 will be imposed upon the approval date and subsequently upon the anniversary of each card (s)</td> </tr> <tr> <td>11. Refund of Credit Balance</td> <td>RM2.00 for Commission & RM0.15 for Stamp Duty & RM0.50 for Cheque Processing Fee.</td> </tr> </tbody> </table>			Fees and Charges		1. Visa Business Signature (All cards)	No annual fees	2. Finance Charges	Not Applicable - Outstanding balance must be settled in full by due date	3. Cash advance fee	Up to 5% from the total cash advance or minimum RM20, whichever is higher	4. Card replacement fee	RM50.00 per card	5. Sales draft retrieval fee	RM5.00 per photocopy and RM15.00 per original.	6. Hardcopy statement fee (Effective 20 August 2021)	RM2 per hardcopy statement per month	7. Additional statement request fee	RM5.00 for walk-in or facsimile request & RM6.00 for normal mail request.	8. Overseas transaction conversion fee	If you use the Commercial Charge Card for a transaction in a currency other than Ringgit Malaysia, it will be converted through Visa International at the conversion rate as determined by the Visa International as at the time the transaction is posted. This currency conversion will include any charges levied by the Visa International for overseas transactions. In addition, an administration cost of 1% or such other rate as determined by us for the conversion of the transactions made in a currency other than Ringgit Malaysia will be chargeable to you.	9. Dynamic Currency Conversion (DCC) Service (Effective 1 July 2021)	If you use the Commercial Charge Card for a transaction at an overseas merchant and choose to pay in Ringgit Malaysia (including online purchases quoted in foreign currency), you are using the Dynamic Currency Conversion (DCC) service. When using the DCC service, the exchange rate used by the overseas merchant may be higher than the exchange rates determined by Visa International when you pay in foreign currency. In addition, a fee of 1% on the converted Ringgit Malaysia amount will be charged.	10. Service Tax (Effective 1st September 2018)	RM25 will be imposed upon the approval date and subsequently upon the anniversary of each card (s)	11. Refund of Credit Balance	RM2.00 for Commission & RM0.15 for Stamp Duty & RM0.50 for Cheque Processing Fee.
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5. What if I fail to fulfil my obligations?

- Late payment charge: A minimum of RM50.00 or 3.5% of total outstanding balance remained unpaid after the payment due date (whichever is higher)
- Right to set-off: We have the right to (with prior notice of 7 calendar days), combine or consolidate all or any credit balance of your accounts maintained with us to transfer or set-off the monies against any outstanding balance in this commercial charge card account.
- Liability for unauthorized transactions: You will be liable for PIN-based unauthorised transactions if you have:
 - acted fraudulently, or
 - delayed in notifying us as soon as reasonably practicable after having discovered the loss or unauthorised use of your commercial charge card, or
 - voluntarily disclosed your PIN to another person, or
 - recorded your PIN on the commercial charge card, or on anything kept in close proximity with your commercial charge card.
- You will be liable for unauthorised transactions which require signature verification or with a contactless card, if you have:
 - acted fraudulently, or
 - delayed in notifying us as soon as reasonably practicable after having discovered the loss or unauthorised use of your commercial charge card, or
 - left your commercial charge card or item containing your commercial charge card unattended in places visible and accessible to others; or
 - voluntarily allowed another person to use your commercial charge card.
- If you fail to abide by the terms and conditions of the commercial charge card, we have the right to terminate your card.

6. What are the major risks?

- You are required to fully settle the amount due on your commercial charge card account(s) by the due date. If you do not settle the amount in full by the payment due date, a late payment charge will be imposed on your commercial charge card accounts(s).
- You and your cardmembers must ensure that the total amount charged to your respective commercial charge card account shall not exceed your Credit Limit (pre-set). In any event, you and/or your cardmember is/are liable for all amount charged to you and your commercial charge card account(s), including all amount above your credit limit (pre-set) and/or any assigned Cardmember's Limit and also for charges that you may not have intended to be responsible for although the Cardmember's Limit may bear different commercial charge card account number and may have separate credit limit.
- If we detect any unusual or suspicious activity on any of your commercial charge card account(s), we may temporarily suspend any of your commercial charge card account(s) until such activity is verified.
- If you have problems paying for your commercial charge card balances, contact us early to discuss repayment alternatives.
- You should notify us immediately after having discovered the loss or unauthorised use of your commercial charge card.

7. What do I need to do if there are changes to my contact details?

It is important that you inform us of any change in your contact details to ensure that all transaction alerts and correspondences reach you in a timely manner.

8. Where can I get further information?

Should you require additional information on the Commercial Charge Cards, please refer to the webpage on @uob.com.my/business/transact/biz-signature-card.page

If you have any enquiries, please contact us at: United Overseas Bank (Malaysia) Bhd

Tel : Kuala Lumpur: 03-26128121 Penang: 04-2401121 Johor Bahru: 07-2881121 Kuching: 082-287121

Kota Kinabalu: 088-477121 Fax : 03-26900121 Email : uobcustomerservice@uob.com.my

9. Where can I get assistance and redress?

If you have difficulties in making repayments, you should contact us at the earliest possible time to discuss repayment alternatives. Alternatively, you may seek the services of Agensi Kaunseling dan Pengurusan Kredit (AKPK), an agency established by Bank Negara Malaysia to provide free services on money management, credit counseling and debt restructuring for individuals. You can contact AKPK at Tingkat 8, Maju Junction Mall, 1001, Jalan Sultan Ismail, 50250 Kuala Lumpur.

Hotline: 03-2616 7766 E-mail: enquiry@akpk.org.my

If you wish to complain about the product or services provided by us, you may contact us at 03-26128 121 (Kuala Lumpur), 04-2401 121 (Penang), 07-2881 121 (Johor Bahru), 082-287 121 (Kuching), 088-477 121 (Kota Kinabalu) or visit any UOB branches. If your query or complaint is not satisfactorily resolved by us, you may contact Bank Negara LINK or TELELINK at Block D, Bank Negara Malaysia, Jalan Dato' Onn, 50480 Kuala Lumpur. Tel: 1-300-88-5465 Fax: 03-2174 1515

10. Other commercial charge card products available

- Cash Advance

IMPORTANT NOTE: LEGAL ACTION MAY BE TAKEN AGAINST YOU IF YOU DO NOT KEEP UP WITH REPAYMENTS ON YOUR COMMERCIAL CHARGE CARD BALANCES.

You hereby confirm that you have received, read, understood and agreed to be bound by the Privacy Notice issued by UOB Malaysia (which is available at our branches as well as at our website @uob.com.my/default/privacy-policy.page)

The information provided in this disclosure sheet is valid as at June 2023