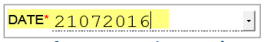
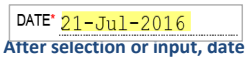
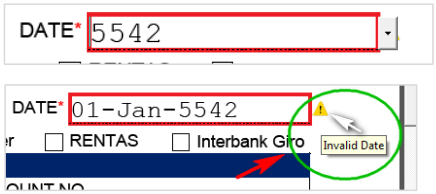
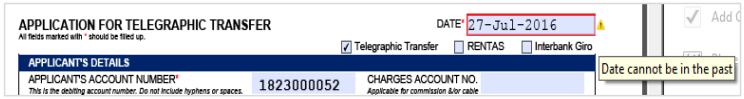
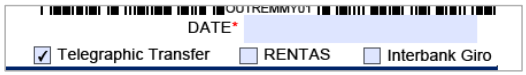
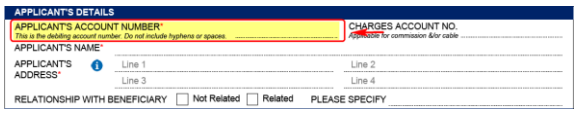
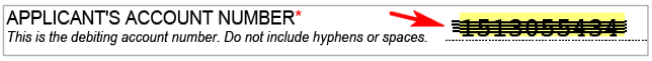
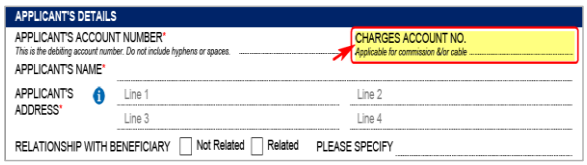
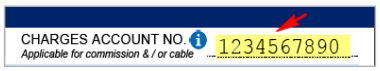
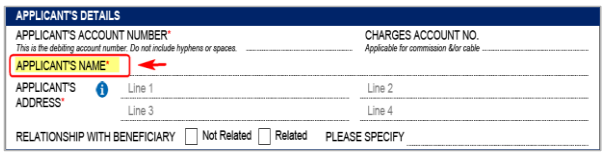
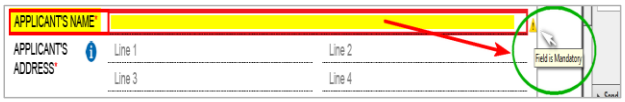
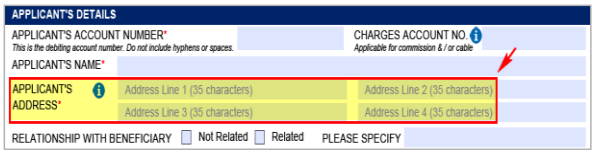
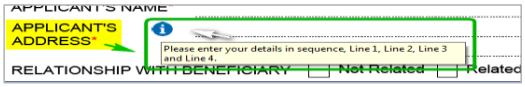
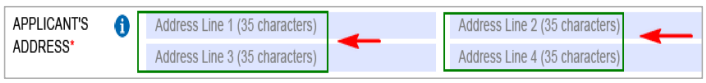
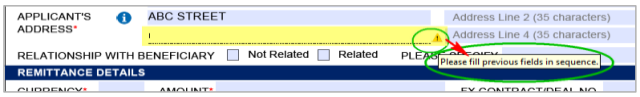
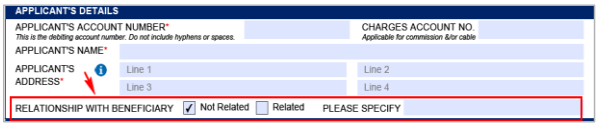
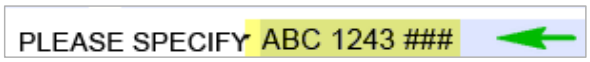
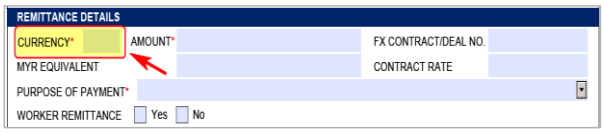
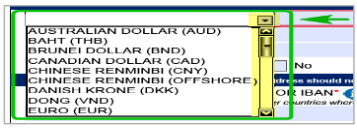
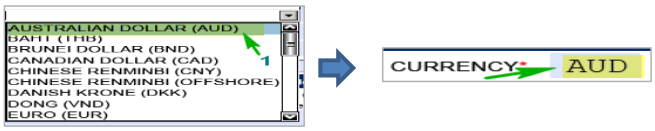
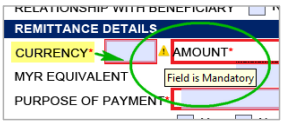
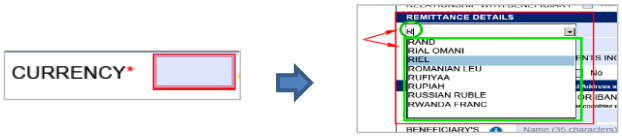
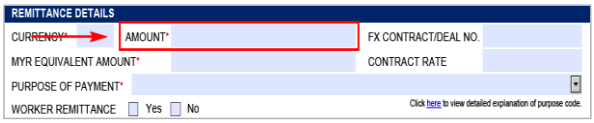
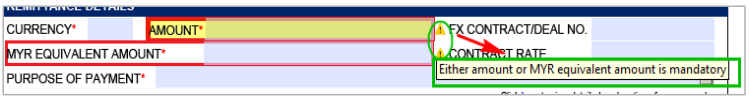
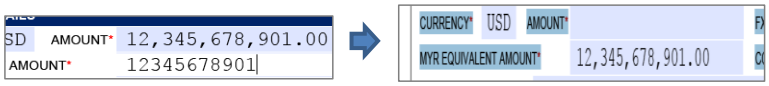
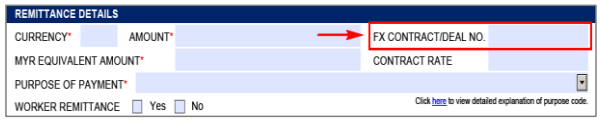
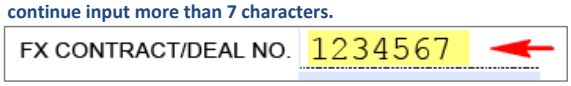
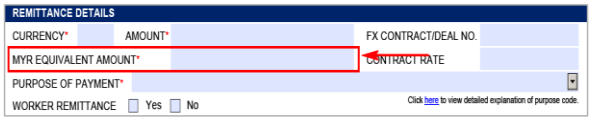
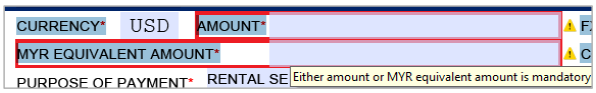
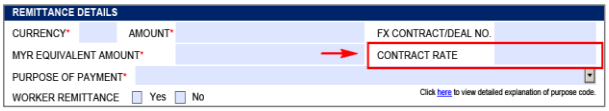
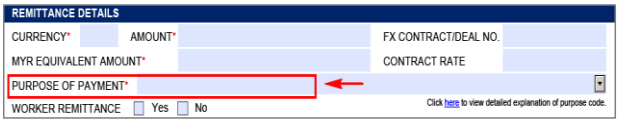
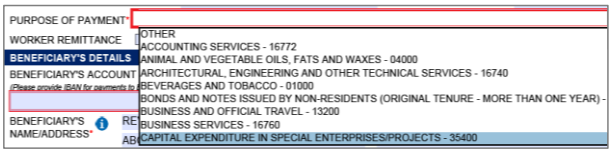
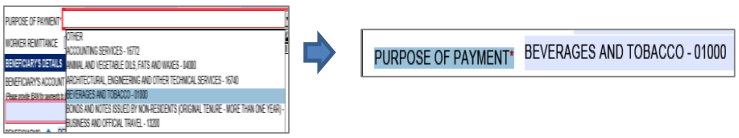
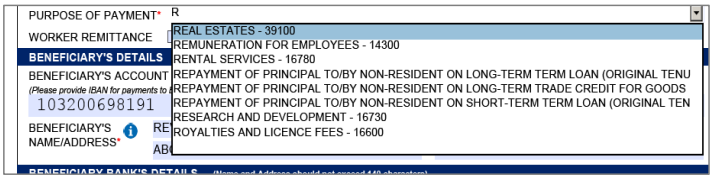
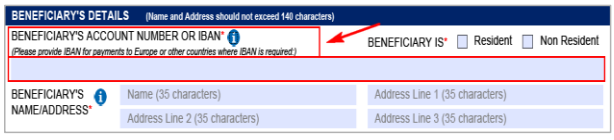
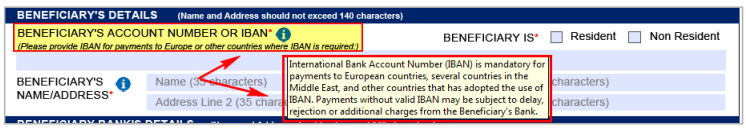
| No | Description of Field | Remarks |
|---|---|---|
| 1 | **BAR CODE** | 1.1 Please ignore as is currently not in use. |
| 2 | **DATE**<br> | 2.1 User able to select From Dropdown calendar<br> <br>  <br>2.2 or perform manual Input ( DDMMYYYY )<br>  <br>2.3 After selection or input, date will be displayed.<br>2.4 User can only input numeric data. User unable to input symbol or alpha in this field.<br>Maximum character limit is 15<br>2.5 The date format is set as "DDMMYYYY" If user inputs a different date format, system will prompt error message "Invalid Date"<br>  <br>2.6 If field is left blank, system will prompt warning sign to inform that "Field is Mandatory"<br> <br>2.7 If user selects a date that is past, system prompts warning sign to inform that "Date cannot be in the past"<br>  |
| 3 | **APPLICATION TYPE**.<br>  | 3.1 User can select any one of the three application types by clicking the buttons.<br>i.e. Telegraphic Transfer, RENTAS and Interbank GIRO |
| 4 | **Section 1- APPLICANT'S DETAILS**<br>4.1 APPLICANT'S ACCOUNT NUMBER<br>  | 4.1.1 User input account number. Alpha and symbol are not allowed in this field. Maximum character limit is 10<br>  <br>4.1.2 System will validate account number. If account no. is not valid, system will prompt warning sign to inform "Please ensure that this is correct Current/Savings Account Number.<br> <br>4.1.3 Field cannot be left blank. System will prompt warning sign to inform that "Field is Mandatory".<br> |

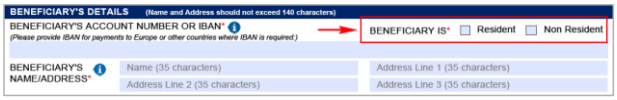
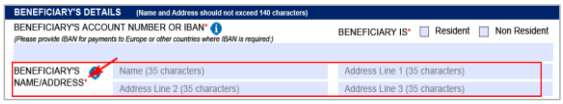
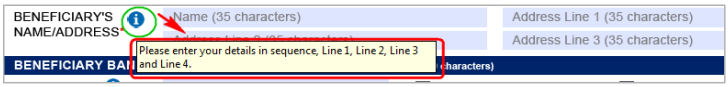
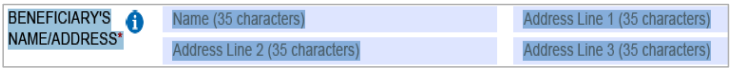
| No | Description of Field | Remarks |
|---|---|---|
| | 4. 2. CHARGES ACCOUNT NO.<br>  | **4.2.1 Information icon inform user "Applicable for commission and/or cable charges. If blank, charges will be debited from Applicant's Account.**<br> |
| | | **4.2.2 User input account number. Alpha and symbol is not allowed in this field. Maximum character limit is 10.**<br>  |
| | | **4.2.3 System will validate account number. If account no. is not valid, system prompt warning sign to inform "Please ensure that this is correct Current/Savings Account Number. "**<br> |
| | 4.3 APPLICANT'S NAME<br>  | **4.3.1 User can input combination of symbols, alpha and numeric data in this field. Maximum character limit is 140. Example below:**<br> |
| | | **4.3.2 Field cannot be left blank. System will prompt warning sign to inform that "Field is Mandatory".**<br>  |

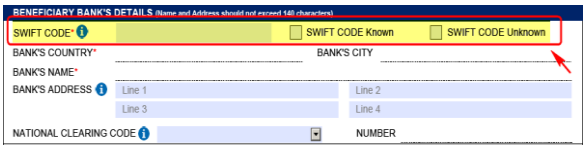
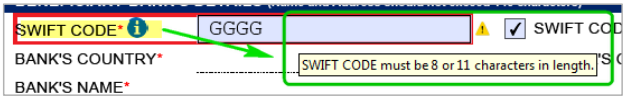
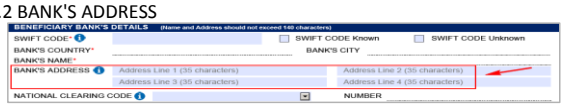
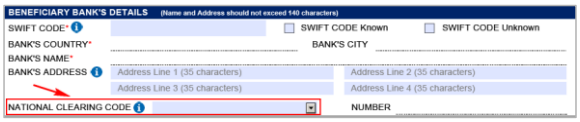
| No | Description of Field | Remarks |
|---|---|---|
| | 4.4. APPLICANT'S ADDRESS<br>  | **4.4.1 User can input combination of symbols, alpha and numeric data in this field. Example below.**<br>**Maximum character limit is 35 for each field. Total for 4 lines @ 35 characters per line is 140 characters**<br> <br>**4.4.2 Information Icon inform user " Please enter your details in sequence, Line 1, Line 2, Line 3 and Line 4 "**<br>  <br>**User can also refer to the line no sequence displayed in each line input-**<br>  <br>**User must input according to line sequence, failing which, system prompt warning sign to inform "Please fill previous field in sequence"**<br>  <br>**4.4.3 Field cannot be left blank. System will prompt warning sign to indicate that "Field is Mandatory".**<br> |
| | 4.5. RELATIONSHIP WITH BENEFICIARY<br>  | **4.5.1 User to select by ticking on required box and input relationship in "Please Specify" field.**<br> <br>**User can input combination of symbols, alpha and numeric data in "Please Specify" field. Input to this field can be left blank.**<br>**Maximum character limit is 25. Example below.**<br>  |

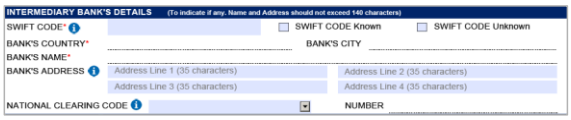
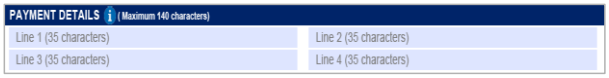
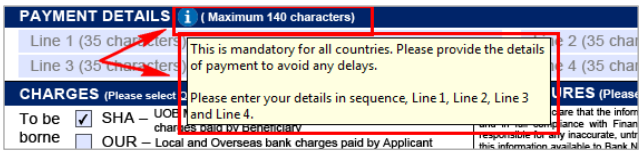
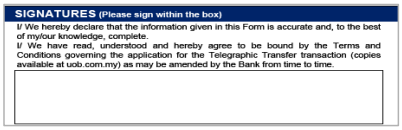
| No | Description of Field | Remarks |
|---|---|---|
| 5 | **Section 2 -REMITTANCE DETAILS**<br><br>5.1. CURRENCY<br>  <br> | **5.1.1 User can type and select value from dropdown list.**<br>**a. Click on the field to activate drop down list and scroll bar for selection.**<br>  <br><br>**b. If user wish to manually input value, user must ensure that value matches value found in drop down list or user can highlightlight required value and enter to make a selection. Selected currency will be displayed in the field.**<br>  <br> |
| | | **5.1.2 Field cannot be left blank. System will prompt warning sign to inform that "Field is Mandatory".**<br>  <br> |
| | | **5.1.3 When user click on drop down box and type the first alphabet of a currency required by user, system will display all currencies beginning with the selected alphabet.**<br>  <br> |
| | 5.2. AMOUNT<br>  <br> | **5.2.1 System only allows numeric input. Output includes commas and dash for amount. Maximum character limit is 11.**<br> <br> |
| | | **5.2.2 Field is linked to MYR equivalent filed. If field is left blank, system will prompt warning sign to inform user "Either amount or MYR Equivalent amount is mandatory"**<br>  <br> |
| | | **5.2.3 If Foreign currency amount field has been completed and user subsequently inputs MYR equivalent amount, system will blank off value in Foreign Currency amount. User can only input the Foreign currency amount or the MYR equivalent amount, not both simultaneously.**<br>  <br> |

| No | Description of Field | Remarks |
|---|---|---|
| | 5.3 FX COINTRACT/DEAL NO.<br>  | **5.3.1 System only allows numeric input. Maximum character limit is 7. User unable to continue input more than 7 characters.**<br>  <br>**5.3.2 This field can be left blank** |
| | 5.4 MYR EQUIVALENT<br>  | **5.4.1 System only allows numeric input. Output includes commas and dash for amount. Maximum character limit is 11.**<br> <br>**5.4.2 Field is tied to MYR equivalent filed. If field is left blank, system will prompt warning sign to inform user "Either amount or MYR Equivalent amount is mandatory"**<br>  <br>**5.4.3 If MYR Equivalent amount field has been completed and user subsequently inputs Foreign Currency amount, system will blank off value in MYR Equivalent amount. User can only input the Foreign currency amount or the MYR equivalent amount, not both simultaneously.**<br> |
| | 5.5. CONTRACT RATE<br>  | **5.5.1 User can input amount manually but only numeric input is allowed. Maximum character limit is 5**<br> <br>**5.5.2 This field can be left blank.** |

| No | Description of Field | Remarks |
|---|---|---|
| | 5.6. PURPOSE OF PAYMENT<br>  <br> | **5.6.1 Click on the field to activate drop down list and scroll bar for selection. User can type in value in blank field or use scroll bar at the right to select. User can click link to BNM Purpose Code Definition Listing for further guidance.**<br>  <br> |
| | | **5.6.2 System will only capture value that are listed in the drop downlist.**<br>**Example as below ,**<br>  <br> |
| | | **5.6.3 When user click on drop down box and type the first alphabet for purpose of payment required by user, System will display all purpose of payment beginning with alphabet selected.**<br>  <br> |
| | | **5.6.4 When user select "Others", system will auto generate field "Please Sepcify " for manual input.**<br> <br><br>**System allows combination of symbols and alpha numeric input.**<br>**Maximun character limit is 35.** |
| | | **5.6.5 Field cannot be left blank. If blank, System will prompt warning sign to inform that "Field is Mandatory". User can click link to BNM Purpose Code Definition Listing for further guidance.** |
| | 5.7. WORKER REMITTANCE | **5.7.1 User to select by putting tick on required box.** |
| | | **5.7.2 This box is linked to Purpose of Payment. If user selects code 21220 WORKERS' REMITTANCES for purpose of payment, system will auto default tick in Yes box.** |
| **6** | **Section 3 -BENEFICIARY'S DETAILS**<br><br>6.1. BENEFICIARY'S ACCOUNT NUMBER OR IBAN<br>  <br> | **6.1.2 Field cannot be left blank. System will prompt warning sign to indicate that "Field is Mandatory".** |
| | | **6.1.3 Information icon inform user " International Bank Number (IBAN) is mandatory for payments to European countries, several countries in the Middle East , and other countries that has adopted the use of IBAN. Payments without valid IBAN may be subject to delay, rejection or additional charges from the Beneficiary's Bank."**<br>  <br> |

| No | Description of Field | Remarks |
|---|---|---|
| | 6.2. BENEFICIARY IS<br>(Resident or Non Resident)<br>  | **6.2.1 User to select by putting tick on required box.**<br><br>**6.2.2 Field cannot be left blank. System will prompt warning sign to indicate that "Field is Mandatory".** |
| | 6.3. BENEFICIARY'S NAME/ADDRESS<br>  | **6.3.1 User can input combination of symbols, alpha and numeric data in this field. Example below.**<br>**Maximum character limit is 35 for each field. Total for 4 lines @ 35 characters per line is 140 characters**<br> <br>**6.3.2 Information icon inform user " Please enter your details in sequence, Line 1, Line 2, Line 3 and Line 4 "**<br>  <br>**Also refer to the line description and line sequence displayed in each line input-**<br>  <br>**User must input according to line sequence, failing which, error message prompted "Please fill previous field in sequence"**<br><br>**6.3.3 Field cannot be left blank. System will prompt warning sign to indicate that "Field is Mandatory".** |

| No | Description of Field | Remarks |
|---|---|---|
| 7 | **Section 4 - BENEFICIARY BANK'S DETAILS**<br><br>7.1. SWIFT CODE<br>  <br> | **7.1.1 User can input a combination of alpha and numeric data or select values from drop down list.**<br>**System information inform user "This is used for identification of the Beneficiary's bank. Please refer to http://www.Swift.com for more details"**<br>**Last 3 chars will be defaulted to XXX if all 11 chars not provided.**<br>**System will validate character length. If length is less than 8 characters, system prompt error message" SWIFT CODE must be 8 or 11 characters in length."**<br>  <br><br>**a. If swift code is known to user and user inputs swfit code, system will auto tick Swift Code known and populate Bank's Country, Bank's City and Bank's name.**<br><br>**b. If swift code is not known to user, user can tick Swift Code unknown box, system will immediately provide dropdown list for Bank's country. Once country is selected, user will immediately see a drop down list for Bank's City (only related to country selected). Once selected, drop down list for banks found in the Bank's city is displayed for selection. Once selected, system will auto populate Swift Code or provide drop down list of swift code (if bank's name is not unique).**<br> <br> |
| | 7.2 BANK'S ADDRESS<br>  <br> | **7.2.1 Bank's address can be left blank. User to input according to line squence.** |
| | 7.3 NATIONAL CLEARING CODE<br>  <br> | **7.3.1 National Clearing Code and Number can be left blank. Information Icon inform user "This is used to help identify Benficiary's Bank Branch. Please provide the CIPS UID/Fedwire No for payments to USA, Bank Sort code for payments to UK and the Bank-State-Branch (BSB) No for payments to Australia etc."**<br><br>**7.3.2 This field is tie to the Bank's Country field. The dropdown box will display National Clearing Code belonging to that country.** |

| No | Description of Field | Remarks |
|---|---|---|
| 8 | **Section 5 - INTERMEDIARY BANK'S DETAILS**<br>  | 8.1 Input fields will only be displayed when user clicks on the blank box - Optional - Intermediary Bank Details.<br>8.2 Please refer to item 7-Beneficiary Bank's Details for customer's interation with the fields.<br>8.3 If user ticks Intermediary but leave fields blank, it will alert user of there are blank mandatory fields. System prompts error message when user tries to print form |
| | **FOR IBG ONLY -BENEFICIARY ID CHECK**<br> | User selects by ticking on the required box. If user tick "Yes", user can select the ID type by ticking on the required box. However, this selection is not mandatory.<br>System allow user to tick "Yes" without ticking on ID type. If user ticks "No", user is not able to tick the types of document |
| 9 | **Section 6 - PAYMENT DETAILS**<br>  | 9.1 User can input combination of symbols, alpha and numeric data in this field. Maximum character limit is 140 (35 per line) |
| | | 9.2 Information icon inform user "This is mandatory for all countries. Please provide the purpose of payment to avoid any delays. " and request user to " Please enter your details in sequence Line 1 , Line 2 , Line 3 and Line 4."<br>  |
| 10 | **Section 7 - CHARGES** | 10.1 User to select by putting tick on required box. Tick is defaulted to SHA<br>There are 3 charge options and user can only select one option.<br> |
| 11 | **Section 8 - OTHER INSTRUCTIONS FOR UOB (Optional)** | 11.1 User can input combination of symbols, alpha and numeric data in this field. Maximum character limit is 75<br> <br>11.2 Information Icon inform user "Any Instruction here will affect straight -through processing. Include only when necessary."<br> |
| 12 | **Section 9 -SIGNATURE** | 12.1 Box available for customer's signature to physically sign off after printing.<br>  |