



**REQUEST FORM FOR BANK REPORT FOR AUDIT PURPOSES (AUDIT CONFIRMATION)**

To : DBS Bank Ltd  
Corporate Loans Operations (CP NO. AH0014)  
2 Changi Business Park Crescent  
#04-06 DBS Asia Hub Lobby B  
Singapore 486029

Date : \_\_\_\_\_

**A. CUSTOMER DETAILS :** Please furnish us the following details

Company's Registered Name : \_\_\_\_\_

Company's Registration No. : \_\_\_\_\_

DBS Account Name : \_\_\_\_\_  
(if it is different from company's registered name )

**B. SPECIFIC ACCOUNT(S) :**

We will generate statement for all accounts under the company's name if not specify.

1) _____	2) _____
3) _____	4) _____
5) _____	6) _____

**C. FINANCIAL YEAR-END :** (DD / MM / YYYY)

1) _____	2) _____
3) _____	4) _____
5) _____	6) _____

**D. REPLY TO :** AUDITOR / OTHERS(Please delete accordingly and provide details below)

Company/Auditor's Name : \_\_\_\_\_

Reference : \_\_\_\_\_

Mailing Address : \_\_\_\_\_  
\_\_\_\_\_

Attention : \_\_\_\_\_

**E. AUTHORISATION :**

I/We authorise you to furnish directly to my/our auditors any information requested by them for audit confirmation purposes and to debit the audit confirmation fee plus GST\* (where applicable) from my / our bank account (\_\_\_\_\_)# with you.

# If you wish to debit a specific account, please indicate the bank account no. in the space provided. If the specified bank account does not belong to you / your company, please provide a letter of authorisation from the account holder(s). The Bank will debit the charges from any of your accounts with us if it is left blank.

\_\_\_\_\_  
**Authorised Signatory(ies) in accordance with the account mandate  
(Please ensure the authorisation is within the company's account mandate.)**

\* For standing instruction, please refer to attached specimen letter of authorisation.

\* Audit Confirmation fee per financial year end - \$50.00

**SPECIMEN LETTER OF AUTHORISATION**

Date :

DBS Bank Ltd  
Corporate Loans Operations (CP NO. AH0014)  
2 Changi Business Park Crescent  
#04-06 DBS Asia Hub Lobby B  
Singapore 486029

Dear Sirs

**COMPANY'S NAME :** \_\_\_\_\_

**LETTER OF AUTHORISATION FOR AUDIT CONFIRMATION**

I/We authorise you to furnish directly to my/our auditors, \_\_\_\_\_, any information requested by them for audit confirmation purposes and to debit the audit confirmation fee plus GST (where applicable) from my/our bank account with you.

This standing instruction shall remain in force unless revoked by me / us in writing.

Yours faithfully

\_\_\_\_\_  
**Authorised Signatory(ies) in accordance with the account mandate  
(Please ensure the authorisation is within the company's account mandate.)**