

**SPECIMEN LETTER – ADDITIONAL USERS FOR
CORPORATE/PARTNERSHIP/MISCELLANEOUS CUSTOMERS
(Note – To be submitted under Company Letter Head)**

The Manager
Commercial Bank of Ceylon PLC
..... Branch

Dear Sir/Madam,

APPLICATION FOR REGISTRATION OF COMBANK ONLINE USERS

I/We hereby authorize Commercial Bank of Ceylon PLC, to provide access information to the below mentioned employee/s of the company. Each person shall be granted a User Id & a separate Password to operate the facility. Information required for registration is as below;

| | |
|---|--|
| PERSONAL INFORMATION | |
| Full Name* : | _____ |
| Known Name : | _____ (Maximum up to 10 characters) |
| Contact No : | Home:_____ Office:_____ Mobile:_____ |
| Email Address* : | _____ |
| Date of Birth* : | _____ NIC/Passport* : _____ |
| Designation* : | _____ Mother's Maiden Name* : _____ |
| User Level* : | Initiator / Supervisor / Authorizer / Administrator (Please underline) |
| (Note – "Authorizer" is applicable if only select Multilevel Authorization) | |

| | | | |
|---|----------|----------|----------|
| FUNCTION WISE ACCOUNT ACCESS INFORMATION | | | |
| <u>Current/Savings /Fixed Deposits/Loan Accounts to be linked for Inquiry purposes;</u> | | | |
| 1) _____ | 2) _____ | 3) _____ | 4) _____ |
| 5) _____ | 6) _____ | 7) _____ | 8) _____ |
| <u>Accounts to be linked for Fund Transfers/Bill Payments/Requests (Chq Book & Statements);</u> | | | |
| 1) _____ | 2) _____ | 3) _____ | 4) _____ |
| 5) _____ | 6) _____ | 7) _____ | 8) _____ |
| <u>Accounts to be linked for Letter of Credits/Investments;</u> | | | |
| 1) _____ | 2) _____ | 3) _____ | 4) _____ |
| 5) _____ | 6) _____ | 7) _____ | 8) _____ |

* Indicates mandatory fields

.....
Signature of the Delegate

.....
Date

I/We hereby confirm that the information given above true and correct. I /We further confirm that this request is made with in the authorities vested in our company Board resolution No dated

Yours faithfully,

.....
Company Seal & Authorized Customer Signature/s (As per Board Resolution)