BANK ISLAM

Bank Islam Malaysia Berhad (No. 98127-X)

LETTER OF INSTRUCTION

Manager,
Bank Islam Malaysia Berhad (No. Syarikat : 98127-X)
Branch _____

Sir,

Ref : **Standing Instruction**

Tick [✓] in the corresponding box;

[ ] Automatic Fund Transfer

I/We hereby authorise the Bank to make the periodical payment by way of debiting my/our Current Account/Savings Account as presented hereafter. This instruction shall take into effect from _____ and shall remain in force until further cancelled/amended/limited until _____ .

Account Holder : _____

Account Number : [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Amount : RM _____

Mode of payment : [ ] Banker's Cheque [ ] Demand Draft
[ ] Telegraphic Transfer [ ] Credit to other account *
[ ] Orhers please specify : _____

* If credit to other account the transferee account number is : [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Purpose of payment : _____

Transfer frequency : [ ] Weekly [ ] Fortnightly [ ] Monthly
[ ] Quarterly [ ] Half yearly [ ] Others, please specify:
_____

Particulars of Beneficiary

Name : _____

CIF Number (if any) : _____ ID Number : _____

Beneficiary Bank : _____

Reference Number / Account Number : _____

Address : _____

_____

☐ Sweep Arrangement

I/We request to register my/our Sweep Arrangement which will take into effect from _____ and to remain in force until further cancelled/amended/limited until _____ and hereby authorised the Bank to make sweep arrangement between my/our primary account and/or secondary account as follows:

Primary		Secondary	
A/c no	:	A/c no	:
Ceiling	:	Ceiling	:
Floor	:	Floor	:
Sweep level	:	Sweep level	:

I/We hereby undertake to maintain my/our account with sufficient funds to enable you to carry out this instruction.

I/We hereby agree that neither you, nor any of your branches, correspondents or agents will be liable for any loss or damage due to errors, delays or defaults of any kind in the transmission or delivery of any execution of the order by mail, telex, cable or wireless, including such as may result from the use of codes or due to the failure of any correspondents or agents to indemnify the payee in making payments.

I/We also hereby agree that in no event will you be liable to a sum in excess of this order. I/We have read, understood and agreed to abide by the rules and regulations in the annexure attched herein.

....
Authorised Signatory/(ies) & Seal (if any)

Name : _____

Position : _____
(e.g.: Officer or Director, if company)

Identification Document Number : _____

Address : _____

_____

_____

Telephone Number : _____ Date : _____

FOR BANK USE ONLY	
Attended by :	Checked & Authorised by :