

ABSOLUTE ASSIGNMENT FORM (ASSIGNOR TO SINGLE ASSIGNEE WHO IS AN INDIVIDUAL)



Important Notes:

- Both Assignor and Assignee must complete this agreement and submit it together with the mandatory documents listed in the Checklist for Documents Required for Assignment.
- Assignor and Assignee must be at least 18 years old and witnessed by 2 witnesses who must be 21 years old at the time this form is completed.
- This document is for the convenience of the Assignor in assigning his or her policy. Singapore Life Ltd. does not accept any responsibility for the use of this form. If in doubt, independent advice from a lawyer should be sought.
- The following policies may not be assigned:
 - policy that is not enforce.
 - policies purchased with funds from Central Provident Fund contribution pursuant to the Central Provident Fund Investment Scheme (CPFIS).
 - policies subject to trust under any Trust or Irrevocable Nomination.
 - policies pledged in connection with the Home Protection Scheme (HPS) exemption.
 - policies with rider(s) insuring Assignor (Policy Owner) unless rider(s) are terminated before assignment.
 - policies purchased with funds from Supplementary Retirement Scheme (SRS)
- If the Assignor/Assignee/Witness fills up the form incorrectly, the person correcting his or her details must countersign any amendment made in this form.
- Assignment agreement date and signing date must be the same.
- We reserve the rights to call for additional documents.
- You will receive your policy, any endorsements and communications electronically once they are ready. This will apply to all your individual life and health policies with Singapore Life Ltd. You may log on to MySinglife to opt for your preferred document option and may switch between e-documents and printed documents.

SECTION A: ASSIGNMENT AGREEMENT

This assignment agreement (this 'Agreement') is made on in Singapore, by and between:

The Assignor (Policy Owner)

Name NRIC/Passport No./
Entity Registration No./
Company UEN

Address Postal Code

Country

The Assignee

Name NRIC/Passport No.

Address Postal Code

Country

Email Mobile Number

Nationality Relationship to
Policy Owner

Country of Residence Date of Birth

Gender Male Female

Now this Agreement witnesseth as follows:

- The Assignor assigns the following policy and all monies, receivable hereunder and all benefits secured thereby to the Assignee and to the survivor of them and to his/her executors, administrators and assigns absolutely:

Singapore Life Ltd. Policy No.	Life Assured
<input type="text"/>	<input type="text"/>

SECTION A: ASSIGNMENT AGREEMENT (cont'd)

The Assignor and Assignee hereby represent and warrant that:

1. **Not voiding a policy.**

The Assignor has not and will not do or knowingly cause anything to be done which may render the Policy void or voidable or prevent the Assignee from receiving or be deprived of the right to receive the moneys assured or to become payable under the Policy; with effect from the date of the assignment, a receipt signed by the Assignee shall fully discharge Singapore Life Ltd. from its liabilities and obligations under the Policy in respect of which the receipt is given.

2. **Bind and inure.**

The Assignor agrees that this absolute assignment shall be binding on and inure to the benefit of the Assignee, his or her successor(s), assigns and personal representative(s).

3. **Free and clear.**

The Assignor warrants that the rights and benefits assigned under Assignment are free and clear of any liens, encumbrances, adverse claims or interests. The Assignor confirms that any prior nomination made on the Policy has been duly revoked.

4. **Legal rights.**

The Assignor warrants to have full rights and full warranty to make this assignment and transfer. The Assignor agrees that subject to applicable laws and the terms of the Policy, the Assignee shall have the sole right to own, surrender and exercise any and all options under the Policy including, the right to receive all proceeds payable under the Policy.

5. **Capacity.**

Both the Assignor and Assignee are age 18 and above.

6. **Bankruptcy.**

Individual Assignee warrants he or she is not an undischarged bankrupt and no bankruptcy application (including any statutory demand) or order has been made against the Assignee within the last twelve (12) months.

7. **Prohibited Person.**

I/We understand and agree that:

(a) Singapore Life Ltd. ("**Singlife**") is entitled not to accept or process this application should I/we, or a person connected with the relevant Policy, be found to be a Prohibited Person. A Prohibited Person means a person or entity (including any director or direct/indirect shareholder or person having executive authority or natural persons appointed to act on my/our behalf, beneficiaries, or my/our beneficial owners or beneficiaries' beneficial owners) who is/are subject to any laws, regulations and/or sanctions administered by any regulatory authorities in any country, which have the effect of prohibiting Singlife from providing insurance coverage, transacting business with or otherwise offering any economic benefits to me/us or any other beneficiaries or assignees under the relevant Policy. As an ongoing obligation, I/we shall immediately inform Singlife if there are any changes to my/our or the identities, status/constitution/establishment, particulars and identification documents of these persons. If an application is accepted or processed by Singlife despite a person connected with the relevant Policy being a Prohibited Person, Singlife shall be entitled to block or terminate the relevant Policy at any time, whether with effect from inception of the relevant Policy or otherwise; and

(b) Singlife shall act in accordance with the economic sanctions laws, regulations, prohibitions, resolutions, embargoes, restrictions or rules relating to individuals, entities and/or countries, that are applicable to its business operations, including but not limited to those imposed, enacted, administered or enforced by the United Nations, the United States, including without limitation, (i) the Office of Foreign Assets Control of the US Department of Treasury (**OFAC**); (ii) the United Nations; (iii) the European Commission; (iv) the United Kingdom including without limitation, His Majesty's Treasury (**HMT**); (v) Singapore, including but not limited to the Monetary Authority of Singapore (**MAS**); (vi) any other trade or economic sanctions authority or regime in any country that Singlife considers applicable; (together "**Sanctions**"). Accordingly, Singlife shall not enter into or continue with a contract or business arrangement that could potentially cause Singlife to incur risks of violating, or cause Singlife to violate, Sanctions. Singlife shall have the right to take all action that it deems appropriate to act in accordance with Sanctions, including but not limited to blocking, reporting, suspending and/or terminating Singlife's relationship with me/us and/or any sanctioned person connected with the relevant Policy, and not making or receiving payments under the relevant Policy, without any obligation to notify me/us and/or any sanctioned person under the relevant Policy in advance of taking such actions, or obtain licences from any government to enable the continuance of Singlife's relationship with me/us and or any such individual or entity.

(c) Singlife's decision in sub-paragraphs (a) and (b) above shall be final.

8. **United States person status.**

The Assignee agrees to notify Singapore Life Ltd. within 30 days of my/our United States Person status changing for the purposes of United States federal income tax.

SECTION A: ASSIGNMENT AGREEMENT (cont'd)

9. **Illegal funds.**
The Assignee declares that the funds for payment of premium is not the proceeds of crime, money laundering and not intended to facilitate terrorist activities.
10. **Tax Compliant.**
Any funds placed by the Assignee with Singapore Life Ltd., and any profits that he or she generate, are compliant with tax laws of the countries where the Assignee lives or which the Assignee is subject to.
11. **Additional information.**
The Assignee understands that Singapore Life Ltd. may reasonably request for additional information or seek clarification when required by regulations.
12. **Trust Nomination.**
The Assignee confirms that any nomination made on the Policy has been duly revoked.
13. **Governing Law.**
This Agreement is governed by the laws of Singapore.

14. **Marketing Consent.**

Let's stay in touch - on your terms (Assignee)

Experience better ways to financial freedom with our exclusive offers and news via email, mail, calls and messaging platforms. Simply tell us if you're interested and update your preference anytime.

Yes please, I want to hear about offers and news just for me.

No thanks, I don't want to hear about offers and news just for me.

Update your preference anytime, anywhere at MySinglife (www.singlife.com/mysinglife) or contact Singlife at +65 6827 9933.

15. **Use of Personal Data.**

For where the Assignor and/or Assignee is an individual

I/We consent to Singapore Life Ltd ("Singlife") collecting, using and/or disclosing my/our personal data (contained in this form) for the following purposes:

- for the processing of the above transaction, for any such other purposes ancillary or related to the administering of the my/our policy(ies), account(s) and/or managing my/our relationship with Singlife,
- for statistical, research, audit, compliance and regulatory purposes, and
- where applicable, to provide the Assignee with information about Singlife's and Singlife related group of companies' products and services (including marketing offers and promotions).

I/We also consent to Singlife disclosing and transferring my/our personal data to Singlife related group of companies, third party service providers, reinsurers, suppliers and intermediaries (including my/our financial advisers, where applicable), whether located in Singapore or elsewhere for the above purposes and managing my/our relationship with Singlife related group of companies.

Where applicable, I/we confirm that for the personal data of other individuals (contained in this form) that I/we have disclosed to Singlife, that I/we have prior to disclosing such personal data to Singlife, obtained the appropriate consent from the individual(s) to: permit me to collect, use and/or disclose the individual(s)'s personal data to Singlife for the above purposes; permit Singlife to collect, use and/or disclose the individual(s)'s personal data for the above purposes; and permit Singlife to disclose and/or transfer the individual(s)'s personal data to Singlife related group of companies, third party service providers, reinsurers, suppliers and intermediaries (including my/our financial adviser, where applicable), whether located in Singapore and/or elsewhere, for the above purposes and managing my/our relationship with Singlife related group of companies.

I/We confirm that I/we have read, understood and agree to be bound by the terms of Singlife's Data Protection Notice (which may be found on <https://singlife.com/en/pdpa>) as may be amended, supplemented and/or substituted by Singlife from time to time, and confirm that I/we am/are aware that the latest version of such terms (amended, supplemented and/or substituted version) will be posted on Singlife's website and such version shall bind me/us upon posting and/or where I/we continue to use the relevant products and services offered by Singlife to which such terms relate to and/or until I/we withdraw my/our consent or revoke the assignment as indicated here.

For where the Assignor and/or Assignee is a Legal Entity

I/We, for and on behalf of the Assignor/Assignee as indicated in this form, hereby represent, undertake and warrant to Singlife that:

- (a) for any personal data of individuals that the Assignor/Assignee will be or is disclosing to Singlife, whether directly or through an intermediary, that the Assignor/Assignee would have prior to disclosing such personal data to Singlife obtained the appropriate consent from the individuals whose personal data are being disclosed to:
- (i) permit the Assignor/Assignee to collect, use and/or disclose the individuals' personal data to Singlife for the purpose of the processing of the above transaction for any such other purposes ancillary or related to the administering of the Assignor's/Assignee's policy(ies), account(s) and/or managing the Assignee's relationship with Singlife, and for statistical, research, audit, compliance and regulatory purposes.

SECTION A: ASSIGNMENT AGREEMENT (cont'd)

- (ii) permit Singlife to collect, use, disclose and/or process the individuals' personal data for the purposes as described above; and
- (iii) permit Singlife to disclose and/or transfer the individuals' personal data to Singlife related group of companies, third party service providers, reinsurers, suppliers and intermediaries (including the Assignor's/Assignee's financial adviser, where applicable), whether located in Singapore or elsewhere, for the purposes as described above and managing the Assignor/Assignee's relationship with Singlife related group of companies;
- (b) any personal data of individuals that the Assignor/Assignee will be or is disclosing to Singlife are accurate. Further, the Assignor/Assignee shall give Singlife notice in writing as soon as reasonably practicable should it be aware that any such personal data has been updated and/or changed after such disclosure;
- (c) it shall give Singlife written notice as soon as reasonably practicable should it be aware that any individual above has withdrawn such consent as set out at subclause (a); and
- (d) it shall otherwise assist Singlife to comply with the Personal Data Protection Act 2012 and all subsidiary legislation related thereto.

Notwithstanding anything to the contrary, I/we, for and on behalf of the Assignor/Assignee, undertake to indemnify and at all times hereafter to keep Singlife and Singlife related group of companies (together with their respective officers, employees and agents) (each an "Injured Party") indemnified against any and all losses, damages, actions, proceedings, costs, claims, demands, liabilities (including full legal costs on a solicitor and own client basis) which may be suffered or incurred by the Injured Party or asserted against the Injured Party by any person or entity (including the Assignor/Assignee, his/her agents) whatsoever, in respect of any matter of, by reason of or in respect of: any breach of any of the provisions in this clause; and/or any action or omission by the Assignor/Assignee, that causes Singlife and/or any of Singlife related group of companies to be in breach of the Personal Data Protection Act 2012.

I/We, for and on behalf of the Assignor/Assignee, have read, understood and agree to be bound by the prevailing terms of Singlife's Data Protection Notice (found on <https://singlife.com/en/pdpa>) which may be amended, supplemented and/or substituted by Singlife from time to time, and confirm that I/we am/are aware that the latest version of such terms (amended, supplemented and/or substituted version) will be posted on Singlife's website and such version shall bind the Assignor/Assignee upon posting and/or where Assignor/Assignee continues to use the relevant products and services offered by Singlife to which such terms relate to.

16. US Person Declaration.

- The Assignee is not a US Person nor acting on behalf of a controlling person who is a US Person.
- The Assignee is a US Person. (Please submit the US IRS W-9 form to us for each person)

17. Acknowledgment of Indebtedness. (if applicable)

I, (Assignee) understand and accept that there is an outstanding indebtedness of as at (date) in the Policy number .

Signature of Assignor / Policy Owner
(or authorised signatory(ies) and Company Stamp if applicable)

Signature of Assignee

Name

Name

NRIC/Passport No./Entity Registration No./
Company UEN

NRIC/Passport No.

Designation of Authorised Signatory(ies)

Date (DD/MM/YYYY) / /

Date (DD/MM/YYYY) / /

Note: Mobile number and email address provided above will replace our records accordingly.

SECTION B: NOTICE OF ASSIGNMENT

To: Singapore Life Ltd., Policy Servicing Department

I/We hereby give you notice of the absolute assignment of the above Policy issued by Singapore Life Ltd. ("Singlife").

I/We hereby acknowledge that the date of the assignment shall be the date as specified next to the Policy Owner/ Assignor's signature as attached.

I/We hereby hold Singlife free of any liability or responsibility for any payments made to the Assignor and carrying out its other obligations to the Assignor prior to the receipt of this Notice of Assignment.

I/We understand that Singlife is not a party of this assignment, and assumes no responsibility for the validity or legality of the assignment.

Yours Sincerely,

Signature of Assignee

Name

NRIC/Passport No.

Date (DD/MM/YYYY)

SECTION C: SIGNATURE AND PARTICULARS OF WITNESSES

I confirm that this form was completed and signed in my presence.

I consent to Singapore Life Ltd ("Singlife") collecting, using and disclosing my personal data for the following purposes:

- (i) for administering the above transaction, and
- (ii) for statistical, research, compliance, audit and regulatory purposes.

I also consent to Singlife disclosing and/or transferring my personal data to Singlife related group of companies, third party service providers, reinsurers, suppliers and intermediaries whether located in Singapore or elsewhere, for the above purposes.

Witnessed by:

Signature of Witness for Assignor
(must be age 21 and above)

Signature of Witness for Assignee
(must be age 21 and above)

Name

Name

NRIC/Passport No.

NRIC/Passport No.

Mobile Number

Mobile Number

Date (DD/MM/YYYY) / /

Date (DD/MM/YYYY) / /

SECTION D: DECLARATION & AUTHORISATION

PART 1: DECLARATION OF POLITICALLY EXPOSED PERSON^ ("PEP")

	Yes	No	If Yes, please provide the following details		
			Name of PEP	Exact Role Held	Relationship with PEP
The Assignee is a PEP.					
The Assignee is a close associate^^ of a PEP.					

If you are a PEP or you are related to a PEP, please complete B66 – Enhanced Customer Due Diligence Questionnaire.

^ **Politically Exposed Person (PEP)** is an individual who is or has been entrusted with prominent public functions whether in Singapore or a foreign country. Prominent public function as defined in "MAS Notice 314 Prevention of Money Laundering and Countering the Financing of Terrorism" includes the roles held by head of state, a head of government, government ministers, senior civil or public servants, senior judicial or military officials, senior executives of state owned corporations, senior political party officials, members of the legislature and senior management of international organisations.

^^ **Close associate** means a natural person who is either a family member or closely connected to a politically exposed person, either socially or professionally. Family member means a parent, stepparent, child, stepchild, adopted child, spouse, sibling, stepsibling and adopted sibling of the politically exposed person.

PART 2: CUSTOMER DUE DILIGENCE ON ASSIGNEE

Important Notes:

As part of the Customer Due Diligence measure in accordance with MAS 314, we would require the customer to provide full details in the origin of funds you are using to pay the premiums. Documentary evidence may be required in some cases. We do advise you to read through the following sections carefully and seek assistance from your legal advisor / financial adviser / representative on filling up the form. Any information given by the legal advisor / financial adviser / representative will be used solely by Singapore Life Ltd., in accordance with the regulations of Singapore.

PART 2A: INFORMATION ON ASSIGNEE

Reason for assignment (tick one only):

Gift
 Sale
 Others (please specify)

Financial Background:

Employment Status
 Employed Self-Employed
 Unemployed/Retired

Annual Income	Occupation	Exact duties
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Name of Employer	Nature of Business
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Are you a member of senior management (with executive rights to make/influence financial decisions) or working as a dealer/trader/counter staff/casino dealer/debt collector in the following industries?

- a. Casino or other types of gaming or gambling operations
- b. Precious metals or precious stones
- c. Money Services Business (excluding banks) including Moneylenders, Pawnbrokers, Money-Changing, Credit Loans, Remittance etc.
- d. Oil or Petroleum Industry
- e. Virtual/Digital Currencies

Yes
 No

If answer is Yes, please complete and submit the B66 Enhanced Customer Due Diligence Questionnaire.

SECTION D: DECLARATION & AUTHORISATION (cont'd)

PART 2B: ASSIGNEE'S SOURCE OF WEALTH AND SOURCE OF FUNDS

Source of Wealth Where your wealth is derived from.	<input type="checkbox"/> Employment/Trade Income <input type="checkbox"/> Rental Income <input type="checkbox"/> Investment Income <input type="checkbox"/> Others, please specify _____
Source of Funds Origin of the funds used to pay premiums.	<input type="checkbox"/> Employment/Trade Income <input type="checkbox"/> Sales of property <input type="checkbox"/> Savings <input type="checkbox"/> Maturity or Surrender of Policy <input type="checkbox"/> Others, please specify _____

PART 2C: DECLARATION OF US INDICIA

Assignee	Yes	No
Do you have one or more US Indicia*?	<input type="checkbox"/>	<input type="checkbox"/>
Do you give standing instructions to transfer funds to an account maintained in the US?	<input type="checkbox"/>	<input type="checkbox"/>
Do you give effective power of attorney or signatory granted to a person with a US address?	<input type="checkbox"/>	<input type="checkbox"/>
If you have ticked 'Yes', please complete the United States of America (US) Person Declaration form that is available at www.singlife.com/en/fatca and return to Singapore Life Ltd. <i>*US Resident / Citizen / Place of Birth / Taxpayer ID number / Mailing or Residential Address / Contact Number / US "in-care-of" or "hold mail" address</i>		

PART 2D: DECLARATION OF TAX RESIDENCY UNDER THE COMMON REPORTING STANDARD (CRS)

Assignee			
1. Are you a tax resident of Singapore? <input type="checkbox"/> Yes, I am solely a tax resident of Singapore and do not have a foreign tax residency. My Singapore TIN is my NRIC/FIN. If your TIN is not your NRIC/FIN, please state it here: <input style="width: 200px;" type="text"/>			
<input type="checkbox"/> No, I am currently a tax resident in the following list of countries/jurisdictions (<i>include Singapore if applicable and provide details below</i>):			
Country/Jurisdiction of Tax Residence	Tax Identification Number (TIN)	If TIN is not available, please tick reasons A, B or C	If B is selected, please explain why you are unable to obtain a TIN
		<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
		<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
		<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	
Reason A: The country does not issue TINs to its residents. Reason B: Unable to obtain TIN or equivalent number. Please tell us why in the box above. Reason C: TIN is not required (to be selected only if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction).			

SECTION D: DECLARATION & AUTHORISATION (cont'd)

PART 2D: DECLARATION OF TAX RESIDENCY UNDER THE COMMON REPORTING STANDARD (CRS) (cont'd)

Assignee

2. If your residency address, correspondence address or contact number is different from your country(ies) of tax residence, please select (tick) a reason that applies and submit relevant supporting documents:

- I am currently working in country of residence for less than 6 months.
- I am on cultural/education exchange program.
- I travel regularly between jurisdictions for home and work.
- I am a student at an educational institution.
- Others (please elaborate)

Signature of Assignee

Name

NRIC/Passport) No.

Date (DD/MM/YYYY)

CHECKLIST OF DOCUMENTS REQUIRED FOR ASSIGNEE WHO IS AN INDIVIDUAL

Singaporean/ Singapore Permanent Resident

- A copy of the front and back of Singapore Identification card
- W8-BEN or W9 - Please complete the correct form (not applicable for term plan)
- B66 – Enhanced Customer Due Diligence Questionnaire (if applicable)
- Acknowledgement of Indebtedness Form (if applicable)

Other Singapore residents with valid Singapore pass

- A copy of the front and back of Employment Pass, Dependent Pass, Long-Term Visit Pass
- A copy of passport (not less than 6 months to expiry)
- Proof of address dated within 6 months. E.g.: credit card bills, utility bills, etc.
- W8-BEN or W9 - Please complete the correct form (not applicable for term plan)
- B66 – Enhanced Customer Due Diligence Questionnaire (if applicable)
- Acknowledgement of Indebtedness Form (if applicable)

Foreigners

- A copy of passport (not less than 6 months to expiry)
- Proof of address dated within 6 months. E.g. credit card bills, utility bills, etc.
- W8-BEN or W9 - Please complete the correct form (not applicable for term plan)
- B66 – Enhanced Customer Due Diligence Questionnaire (if applicable)
- Acknowledgement of Indebtedness Form (if applicable)

CHECKLIST OF DOCUMENTS REQUIRED FOR ASSIGNOR WHO IS NOT AN INDIVIDUAL

Entity

- A copy of Certification of Incorporation, Business registration document or ACRA business profile document
(Note: document must bear the names of all shareholders)
- A copy of Certification of Incumbency (shareholders' information) (dated within 6 months)
If there is no change, please submit declaration that there are no changes to the document and document remains valid.
- Board Resolution (dated within 6 months)
- Updated Authorised Signatory(ies) List
- Signor's NRIC/Passport