**ADDITIONAL ID REQUEST FORM FOR TRADENET® SERVICES**

1. **Please type in the required information (Do not hand-write).**
2. **Print as PDF and email the signed form to** **customeradmin@crimsonlogic.com.sg****.**
3. **To protect the personal data, please encrypt the file and send the password to us in a separate email.**

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| **SECTION 1: INFORMATION ON COMPANY AND REQUESTOR PERSONNEL**  |

|  |  |  |  |
| --- | --- | --- | --- |
| UEN (Unique Entity Number) \* |       | Account ID\* |       |
| Company Name\* |       |
| Requestor's Name\* |       | Contact Number\* |       |
| Email Address\* |       |

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| **SECTION 2: ADDITIONAL ID REQUEST** |

|  |  |  |
| --- | --- | --- |
|  | **User 1** | **User 2** |
| Name\* |       |       |
| **#**NRIC / FIN / Passport No. \* |       |       |
| Contact number\* |       |       |
| Designation\* |       |       |
| Email Address\* |       |       |
| **##**Service Commencement Date\* *(dd-mm-yyyy)*  |       |       |

Note:

* # The personal ID (NRIC / FIN / Passport No.) must match with the ID registered in [www.corppass.gov.sg](http://www.corppass.gov.sg).
* ## The monthly subscription fees are not pro-rated, a full month subscription fees will be charged on the month of commencement.
* CrimsonLogic will process the request form within 3 working days, the new login credential will be sent to the users directly via their registered email address.

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| **SECTION 3: AUTHORISATION** |

I certify that all the above information given are correct and true:

*(To be signed by the Reporting Manager of the User/s / Company Director / Company Owner.)*

|  |  |  |  |
| --- | --- | --- | --- |
| Name\* |       | Company Stamp\* |  |
| Designation\* |       |
| Signature\* |  | Date\* (dd/mm/yyyy) |       |

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| **SECTION 4: FOR OFFICIAL USE ONLY** |

Action By (Name, Signature, Date):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| NCMS |  | ANA |  | NBS |  | TNBE |  |

*INFCA/ACCTMGMT/FR02 Release3.0– December, 2023*