

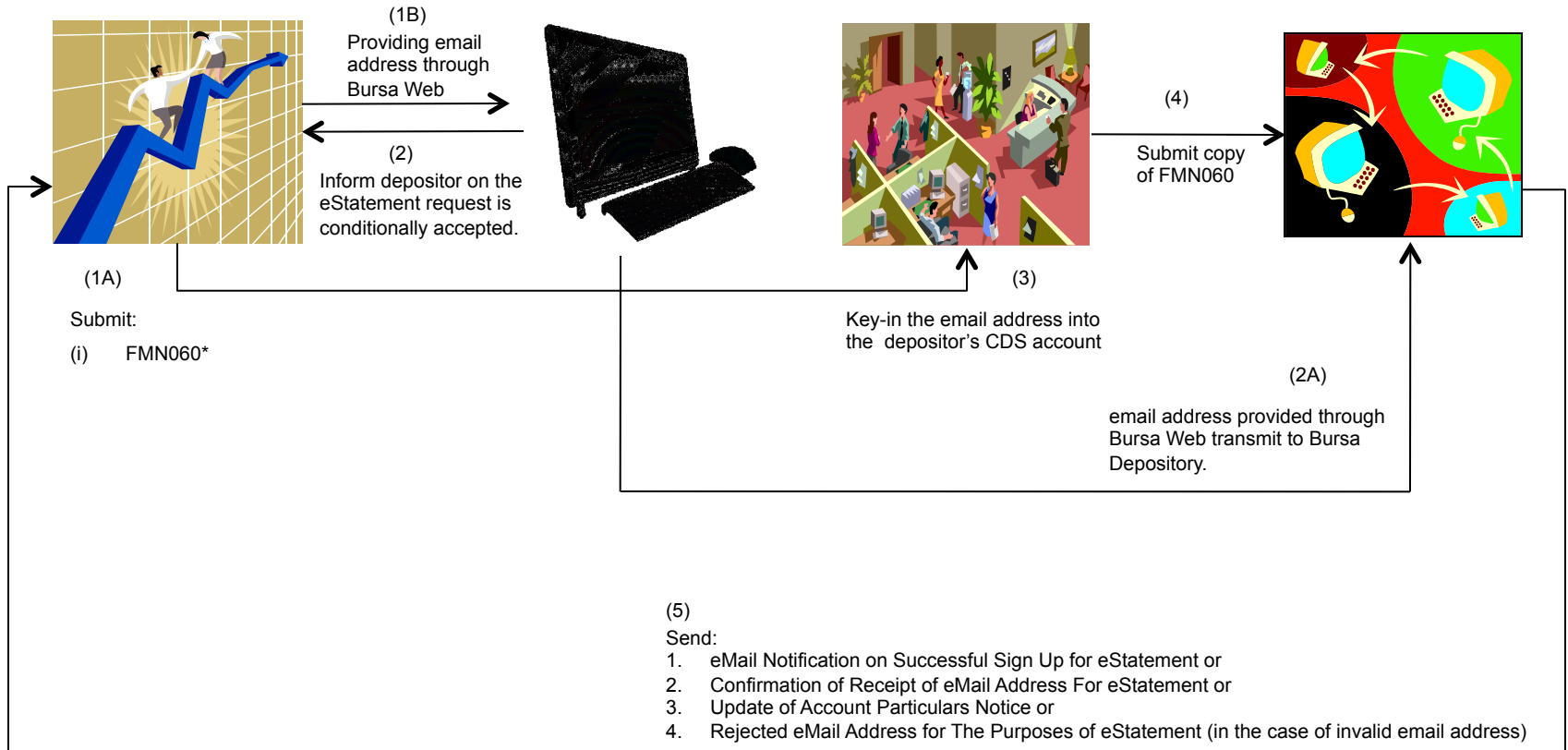
PROVIDING eMAIL ADDRESS FOR eSTATEMENT

DEPOSITOR/INVESTOR

BURSA WEB

ADA

BURSA DEPOSITORY



Note:

* FMN060 – eServices form in triplicate – Bursa Depository's copy, ADA's copy and Depositor's copy

This chapter stipulates the procedures to be complied with by depositors to provide their email addresses to Bursa Depository for eStatement. Under eStatement, depositors will receive their CDS statements of accounts, notices and other communication from Bursa Depository electronically via email registered in CDS for eStatement instead of hardcopies of these documents being delivered via ordinary mail. Additionally, this chapter also stipulates the procedures for depositors relating to maintenance of their email address for eStatement in the CDS.

13.1 Providing eMail Address For eStatement

13.1.1 Options To Provide eMail Address To Bursa Depository For eStatement

There are two (2) options for depositors to provide their email address for eStatement:

- a. Via Bursa Malaysia Berhad's website at www.bursamalaysia.com or
- b. Via the ADA where the depositor maintains his CDS account.

13.1.1.1 Via Bursa Malaysia Berhad's Website

13.1.1.1.1 This option is only applicable to individual depositors. Depositors are required to key in the following information for the purpose of eStatement:

- a. Identification Number i.e. new or old NRIC number
- b. CDS account Number
- c. Email Address
- d. Confirm email address
- e. Password Phrase, will be stated in your latest CDS statement of account or notice that you would have received after 9 December 2013.
- f. Captcha Validation (Please refer to the box below the password phrase for the information to be entered at this field).

Note: *Your request for eStatement will only be accepted or completed once you have tick on the terms and conditions box.*

13.1.1.1.2 Once the individual depositor has successfully keyed in the above information into Bursa Malaysia Berhad's website, a message will be displayed to inform the depositor that the depositor's eStatement request has been conditionally accepted and will receive a confirmation notice from Bursa Depository via the registered email address within the next two (2) business days.

13.1.1.1.3 If the depositor does not receive the confirmation notice within the stipulated time, the individual depositor can provide the email address for eStatement again via Bursa Malaysia Berhad's website or check on the status of the depositor's eStatement request by forwarding a query to www.bursamalaysia.custhelp.com.

13.1.1.2 Via The Authorised Depository Agent (ADA) i.e Stockbroker

13.1.1.2.1 Individual and corporate depositors are able to provide their email address for eStatement by completing and signing the **eServices Form (FMN060) (Appendix 28)**. Thereafter, the depositor is required to submit the duly completed eServices Form to the ADA where the depositor's CDS account is being maintained.

13.1.1.2.2 Depositor will receive an acknowledged copy of the eServices Form from the ADA after his email address for eStatement has been successfully updated into the CDS.

13.1.1.2.3 Additionally, depositor will also receive a confirmation notice mailed by Bursa Depository to inform that the depositor's email address for eStatement has been successfully received.

Important Notices:

Depositor needs to provide an email address for eStatement only once even though if the depositor may be maintaining multiple CDS accounts with different ADAs. This is because the email address provided by the depositor for eStatement will be applicable for all his CDS accounts including any new CDS account that may be opened in the future.

13.1.2 Inter Branch Transaction

Depositor is allowed to provide the depositor's email address for eStatement at any branch office of the same ADA where the depositor's CDS account is being maintained.

13.2 Updating Of Depositor's eMail Address Relating To eStatement

A depositor is allowed to update his eStatement details, i.e. email address.

13.2.1 Procedures to Update eStatement Details Request

13.2.1.1 Depositor is required to submit a completed and duly signed **eServices Form** to update the depositor's email address for eStatement at the ADA where the depositor's CDS account is being maintained.

13.2.1.2 Depositor will receive an acknowledged copy of the eServices Form from the ADA after the depositor's email address for eStatement has been successfully updated into the CDS.

13.2.2 Inter Branch Transaction

Depositor is allowed to request for the depositor's email address for eStatement to be updated at any branch office of the same ADA where the depositor's CDS account is being maintained.

13.3 Revocation Of eStatement

A depositor may choose to revoke eStatement. (“Revocation Request”).

Once a depositor’s Revocation Request has been processed, Bursa Depository will immediately stop sending all notices, CDS statements of accounts and other communication from Bursa Depository to the depositor’s email address. Instead, depositor will receive the hardcopies of the notices, CDS statements of accounts and other communication, which will be mailed to the depositor’s correspondence address registered with Bursa Depository.

13.3.1 Procedures for a Revocation Request

13.3.1.1 Depositor is required to submit a completed and duly signed **eServices Form** for the Revocation Request to the ADA where the depositor’s CDS account is being maintained.

13.3.1.2 Depositor will receive an acknowledged copy of the eServices Form from the ADA after his email address for eStatement has been successfully revoked in CDS.

13.3.2 Inter Branch Transaction

Depositor is allowed to perform a Revocation Request at any branch office of the same ADA where the depositor’s CDS account is being maintained.

