

**PRODUCT DISCLOSURE SHEET**

Read this Product Disclosure Sheet before you decide to take up the PB Visa Commercial Card. Be sure to also read the general terms and conditions.

**Public Bank Berhad 196501000672 (6463-H)**

- **PB Visa Commercial Card**
- **Date: 13 October 2023**

**1. What is this product about?**

This is a Visa Commercial Card, with a line of credit granted by Public Bank Berhad to the Company and where any amount of the credit utilised by the Company has not been settled in full on or before a specified date, the unsettled amount will be subject to finance charges.

**2. What do I get from this product?**

 (i) Automatic Travel Insurance

FREE Automatic Travel Insurance of up to RM1 million when the full travel arrangements are charged to your Card. You can even claim for inconvenience due to Luggage Delay, Luggage Loss, Flight Delay, Missed Connecting Flight, Trip Cancellations and Repatriation expenses.

Card Type	Automatic Travel Insurance Coverage (RM)
PB Visa Commercial Card	Up to RM1,000,000 per annum

 (ii) Credit Limit

Where the Company operates two or more cards with the Bank, a total Combined Credit Limit will be extended to cover the use of all cards held by the Company.

 (iii) Foreign Account Tax Compliance Act (FATCA)

- FATCA is a piece of legislation enacted by the United States (U.S.) government to collect information on U.S. taxpayers/citizens/permanent residents or green-card holders or persons with substantial physical U.S. presence (named as U.S. Person or Specified U.S. Person) for reporting on their investment of assets/monies/funds in countries outside of the U.S.
- This is to enable the U.S. government to collect taxable income from Specified U.S. Persons that have invested their funds in countries other than the U.S. where their assets held in the financial accounts will be reported to the U.S. Internal Revenue Service (IRS).
- FATCA have come into force in Malaysia effective 1 July 2014.

 (iv) Common Reporting Standard ("THE CRS")

- Over 100 countries have signed an accord with the Organisation for Economic Cooperation and Development (OECD), a global body helping governments around the world to tackle economic, social and governance challenges by introducing a new information gathering and reporting requirement for financial institutions in order to help protect the integrity of tax systems which is similar to FATCA.
- Under the CRS, we are required to determine where you are a 'tax resident' i.e. in which country you are liable to pay income tax.
- CRS is effective in Malaysia starting 1 July 2017.

Participating Countries under CRS please refer to [www.pbepbank.com](http://www.pbepbank.com)

(v) Customer Consent

- I hereby undertake to inform Public Bank (PBB) within 30 days of any change in circumstances that render this self-certification incorrect by providing the required documentation within 90 days from the date of change.
- I acknowledge and consent to my account information to be exchanged with the tax authorities of countries concerned if my foreign status falls under the purview of the intergovernmental agreements under FATCA and CRS.
- I have read and understood on the provisions of FATCA and CRS as contained herein and agree to be bound by such provisions.
- I declare that the information provided in this form is, to the best of my knowledge and belief, accurate and complete.
- I declare that the Bank reserves the right as the Bank deems fit, to reject the application or close the account or report the account to the relevant tax authorities without assigning any reason whatsoever should any of the information furnished is invalid, inaccurate, insufficient and incomplete.

**3. What are my obligations?**

(i) Monthly Repayment

Company must settle in full on or before a specified date.

(ii) Interest-Free Period For Retail Transaction

Enjoy an interest-free period of 25 days for all new retail transactions from statement date.

(iii) Finance charges

The finance charge of 18% p.a. calculated on daily rest is applicable to all outstanding balances.

**4. What are the fees and charges I have to pay?**

(i) Annual Fee

Full first year annual fee waiver.

<b>Card Type</b>	<b>Annual Fee</b>
PB Visa Commercial Card	RM 150-00

(ii) Charge Card Service Tax

With effect from 1 September 2018, there will be service tax imposed on charge card as follows:

- RM25 per annum on each card

The service tax will be collected on the date the card is activated, on the completion of each year or on the date of renewal of the card. This means that the above mentioned service tax shall be levied on the new charge card issued effective from 1 September 2018. For existing charge cards issued before 1 September 2018, the service tax shall be levied upon anniversary for card issuance.

(iii) Over Limit Fee

Not Applicable

(iv) Overseas Transactions Conversion Fee

Transactions made in foreign currency will be converted to Ringgit Malaysia using US Dollar (USD) as the base currency on the date it is received and/or processed at the conversion rate as may be determined by Visa International at its absolute discretion. In addition, you will also have to pay foreign exchange spread of 1.25% of the converted Ringgit Malaysia amount for the conversion of the transactions made in foreign currency. The exchange may differ from the rate in effect on the date of the transaction due to market fluctuations. Such rate imposed shall be final and conclusive and the Company shall bear all exchange risks, losses, commission and other bank charges which may thereby be incurred.

(v) Fee for Copy of Original Sales Draft

RM15-00 per request

(vi) Lost or Stolen Card Replacement Penalty

1st Card: RM50-00  
2nd Card: RM100-00  
3rd Card: RM150-00

## 5. What if I fail to fulfill my obligations?

(i) Late Payment Charges

Late Payment charges of RM25-00 levied on companies were not settled full amount on or before due date of every month.

(ii) Right to Set-Off

Public Bank Berhad has the right to set-off any credit balance in your account maintained with the Bank and or its subsidiaries against any outstanding balance in this Commercial Card account with prior notice of seven (7) calendar days.

(iii) Liability for Unauthorised Transactions

In the event of loss/ theft or the unauthorised use of the card, you shall be liable for all transactions where you have acted fraudulently, delayed in notifying the Bank as soon as reasonably practicable after having discovered the loss/ theft or unauthorised use of the card, voluntarily disclosed the PIN to another person, recorded the PIN on the card or on anything within close proximity of the card and which could be lost with the card or left the card, or an item containing the card, unattended and/or had voluntarily allowed another person to use the card. If investigation discloses that you are involved in the incurring of any unauthorised charges, you shall be liable for all the unauthorised charges incurred, including financial charges, whether before or after the Bank's receipt of such confirmation. It is expressly agreed that the Bank is not under a duty to ensure that the Current Balance prescribed by the Bank is not exceeded.

## 6. What are the major risks?

You should notify Public Bank immediately after having found that your commercial card is lost or stolen. For lost or stolen card, call 03-2176 8555. For unauthorised use of commercial card, call 03-2170 8000.

If you wish not to receive SMS Transaction Alert, you are unable to take immediate action to notify the Bank in the event of unauthorised transactions on your card account.

There are finance charges and late payment charges imposed on the outstanding balance for this commercial card.

Consider your repayment capacity when charging the commercial card. The finance charges imposed on the outstanding balance for this commercial card is based on a tiered pricing structure in accordance to your repayment track record. If you use your commercial card to make repayment for other financing, it may cost you more.

If you have problems paying for your commercial card balances, contact Public Bank early to discuss repayment alternatives.

#### **7. What do I need to do if there are changes to my contact details?**

It is important that you inform Public Bank in writing of any change in your contact details to ensure that all correspondences reach you in a timely manner.

You may contact Public Bank at :

**Commercial Cards, PB Card Services, 10th Floor, Menara Public Bank,  
146 Jalan Ampang, 50450 Kuala Lumpur, Malaysia.**

**Tel: 603-2170 8000**

**Fax: 603-2164 7960**

**E-mail: [commprd@publicbank.com.my](mailto:commprd@publicbank.com.my)**

#### **8. Where can I get further information?**

If you have any enquiries, please contact Public Bank at:

**Commercial Cards, PB Card Services, 10th Floor, Menara Public Bank  
146 Jalan Ampang, 50450 Kuala Lumpur, Malaysia.**

**Tel: 603-2170 8000**

**Fax: 603-2164 7960**

**E-mail: [commprd@publicbank.com.my](mailto:commprd@publicbank.com.my)**

**Website: [www.pbebank.com](http://www.pbebank.com)**

If your query or complaint is not satisfactorily resolved by Public Bank, you may contact Bank Negara Malaysia LINK or TELELINK at :

**Bank Negara Malaysia**

**P.O. Box 10922**

**50929 Kuala Lumpur**

**Tel: 1-300-88-5465 (1-300-88-LINK)**

**Overseas: 603-2174 1717**

**Operating Hours: 9.00 a.m. - 5.00 p.m. (Monday – Friday except Public Holiday)**

**Web Form: [telelink.bnm.gov.my](http://telelink.bnm.gov.my)**

#### **9. What are the documents required for submission?**

For processing, please remember to enclose:

For Private Limited And Listed Company \*\*

- Business Registration Certificates

- M&A or Constitution,
- Form 9 or Section 17,
- Form 24 and 49 or Section 14, 58 and 236(2)
- Audited Financial Statements (Latest 2 years)
- All Directors NRIC / Passport (with valid working permit) as per Form 49 or Section 58

**\*\* Eligibility:**

- i) Minimum of 2 years in Business Operation
- ii) Minimum Paid-Up Capital of RM100,000

**IMPORTANT NOTE: LEGAL ACTION MAY BE TAKEN AGAINST YOU IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR COMMERCIAL CARD BALANCES.**

The information provided in this disclosure sheet is valid as at 13 October 2023.