



**APPLICATION FOR OPENING AN
ACCOUNT WITH MARITIME & PORT
AUTHORITY OF SINGAPORE**

AR Section: Open Account

This form may take you 10 minutes to fill in.

You will need the following information to fill in the form:

- Company's registration number
- Date of company's incorporation
- Directors'/Proprietors'/Partners'NRIC/Passport number(s)
- Paid-up capital of company

Please submit a copy of your Company's Certificate of Incorporation or Certificate of Registration together with the form to Finance Department, Maritime & Port Authority of Singapore, 460 Alexandra Road #18-00 PSA Building Singapore 119963. A limited company has to submit a copy of the latest audited accounts. We do not accept application forms sent in by fax.

1. NAME OF COMPANY

2. REGISTERED OFFICE / PLACE OF BUSINESS

3. REGISTRATION NO.

4. DATE OF REGISTRATION / INCORPORATION

5. PARTICULARS OF DIRECTORS / PROPRIETORS / PARTNERS

Name & NRIC / Passport No.	Residential Address



6. CURRENT PAID-UP CAPITAL \$

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7. NATURE OF BUSINESS (Please tick appropriately)

- A. SHIPPING AGENT
- B. SHIPPING LINE / VESSEL OWNER
- C. OTHERS (Please elaborate)

8. FOR SHIPPING AGENT/SHIP OWNER

- a) No. of vessel calling per month: _____
Average stay of vessels in port: _____ days _____ hours
Length of vessels (LOA) : _____ metres to _____ metres
- b) Gross Tonnage (GT) : _____ tons to _____ tons
- c) Berthing at PSA Terminals (TPT,KT,BT,ST,PPT)/Shipyard/Oil Refineries/Jurong Port
- d) Total Quantity of water required _____ (M/T)

9. Expected monthly transactions with :-

- MPA- Port dues: \$ _____
- Others (pls specify type of trns): \$ _____

10. We note that section 10 of the Maritime and Port Authority of Singapore Act 1996 reads as follows:

- "(1) The Authority or any person authorised by the Authority in that behalf may by notice require any person to furnish to the Authority or the person so authorised, within such period as shall be specified in the notice, all such documents or information relating to such matters as may be required by the authority for the purposes of this Act and as are within the knowledge of that person or in his custody or under his control.
- (2) Any person who, on being required by notice under subsection (1) to furnish any document or information, fails to comply with any requirement of the notice shall be guilty of an offence.
- (3) A person who -
 - (a) intentionally alters, suppresses or destroys any document which he has

been required by any notice under subsection (1) to furnish; or

(b) in furnishing any estimate, return or other information required of him under any notice under subsection (1), makes any statement which he knows to be false in any material particular, shall be guilty of an offence."

11. If our application is accepted, name of officer to be contacted for payment of outstanding bills :

Name: Mr/Mrs/Miss/Mdm : _____

Designation : _____

Telephone No. _____ Fax No. _____

12. We hereby confirm our acceptance of the terms and conditions for opening an account hereof and declare under section 10 of the Act that the information provided by us above in connection with this application are to the best of our knowledge, true and correct.

Signed by:

An authorised signatory for _____ [Company's stamp]
and on behalf of the abovementioned
company

Name of person signing : _____
(NRIC or PASSPORT NO.) :

Designation: _____

Date: _____

TERMS AND CONDITIONS FOR OPENING / MAINTAINING AN ACCOUNT WITH THE MARITIME AND PORT AUTHORITY OF SINGAPORE

- 1 The account holder shall pay all bills rendered by the MPA promptly **within 30 days** from the date of the bills.
- 2 The account holder shall direct any enquiries, complaints, disputes, etc on the bills to the Accountant (Revenue), Finance Dept, 460 Alexandra Road #18-00 PSA Building, Singapore 119963 not later than 14 days from the date of the bills, failing which they are deemed to have confirmed that the bills rendered are correct.
- 3 The account holder shall pay to the MPA an **interest charge** at the rate in force from time to time on all bills which remain unpaid after the period of 30 days from the date of the bills up to the date of payment in full without prejudice to its obligations to settle all bills as in clause 1 hereof.
- 4 Notwithstanding any enquires, complaints or disputes on the bills, the account holder must nevertheless settle payment as in clause 1 hereof or pay the **interest charge** as in clause 3 hereof without prejudice to the Authority's right under these terms and conditions and under the law in respect of the debt.
- 5 If any enquiries, complaints, disputes are settled in favour of the account holder, the MPA's liability to the account holder is limited only to the refunds of payments made under the clause 4 hereof and MPA shall not be obliged to pay to the account holder any interest charge whatsoever on all such payments.
- 6 As a condition for granting the account, the account holder must furnish to the MPA a "payable on demand" security in a sum specified by the MPA issued by a bank or financial/insurance company acceptable to the MPA in the form prescribed by the MPA and shall on demand furnish to the MPA additional letter of guarantee if the security is found inadequate for the transactions and/or **make immediate payment** should the total balance exceed, or is in the opinion of the MPA likely to exceed the security at any point of time.
- 7 The MPA has the **right to suspend or close** the operation of the account and demand immediate settlement either from the account holder or the bank or financial/insurance company providing the guarantee as in clause 6 hereof.
- 8 The account holder shall inform the Accountant (Revenue) one week in advance of any:
 - (i) expected increase in the volume of the activity, for example, increase in the number of vessel calls, vessel tonnage, etc.
 - (ii) change in company's particulars, for example, change in company's name, address, etc.

- 9 The account holder shall identify and accompany payments with copies of the original bill stubs. If the payments are not so identified, the MPA has the right to offset such unidentified payments against the oldest bills without making any reference to the account holder.
- 10 These terms and conditions shall not in any way abrogate or prejudice any of the powers conferred on the MPA by the Maritime and Port Authority of Singapore or the regulations made thereunder.
- 11 The account holder shall submit to the jurisdiction of the appropriate Court of the Republic of Singapore in respect of any claim arising under the account in question and to obey any order or judgement of the said Court as if the registered office of the applicant were within the jurisdiction of the said Court.
- 12 Any communication, notice or legal document should be served on the account holder by leaving the same at the address given in the application form hereof or such other address in Singapore as shall have been notified to the MPA in writing and shall be in all respects operative and effective if served thereat as if it had been served on the account holder.
- 13 All rights and remedies of the MPA shall be cumulative and no exercise of any rights and remedies shall restrict or prejudice the exercise of any other right or remedy under these terms and conditions or otherwise available to the MPA under the law.
- 14 No waiver of any breach of any of these terms and conditions shall constitute a waiver of any prior concurrent or subsequent breach of the same or any other provision contained in these terms and conditions.
- 15 The account holder is deemed to have accepted these terms and conditions and any change thereof or addition thereto shall be binding on the account holder upon notification by the MPA.

Signed by:

An authorised signatory for
for and on behalf of the abovementioned
company

[Company's stamp]

Name of person signing : _____
(NRIC or PASSPORT NO.) :

Designation: _____

Date: _____
(MUST be signed by the SAME person as in term 12 of the application form)