

**HSBC Life (Singapore) Pte. Ltd.** (Reg. No. 199903512M)  
www.hsbclife.com.sg  
Customer Care Hotline: +65 6880 4888  
Mailing address: Privy Box No. 920563 Singapore 929292

## IMPORTANT NOTES WHEN COMPLETING NOMINATION FORMS

1. The statutory forms must be completed in full to be valid. You advised to read the instruction notes set out in each statutory form. Any incomplete forms will be rejected.
2. Original forms must be submitted and signed in wet inked.
3. No amendment or alteration can be made on the form. Countersigning on or initialing against the amendment or alteration is not allowed. In the event there is any amendment and/or alteration, you are required to complete and submit a new statutory form.
4. All dates on the form must be dated the same day.
5. If you wish to name more than 4 nominees, please submit additional full set of Form 1 or Form 4. The additional Form 1 and Form 4 must be completed in full and signed by the same 2 appropriate signatories.
6. Subject to policy terms and conditions, nomination is only allowed if there is death benefit.
7. You can only make a nomination if:
  - a) you are the policyholder and are at least 18 years of age and you are also the life insured;
  - b) you have not previously declared a trust over the policy or its proceeds for the benefit of your spouse and/or children;
  - c) if the policy is not purchased under the Central Provident Fund (CPF) Minimum Sum Scheme, CPF Investment Scheme or purchased with CPF funds (for trust nomination).
  - d) your policy is not pledged under the Home Protection Scheme; and
  - e) it is allowed under the terms and conditions of your policy.

The forms are to be submitted to our mailing address at Privy Box No. 920563 Singapore 929292.

If you require further assistance, please reach out to your Financial Advisor / Planner. Alternatively, you may call our Customer Service Officers at +65 6880 4888 Monday to Friday (excluding Public Holidays), between 9am to 5.30pm.

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## **INSURANCE ACT 1966**

### **INSURANCE (NOMINATION OF BENEFICIARIES) REGULATIONS 2009**

#### **FORM 1**

#### **TRUST NOMINATION**

##### **PLEASE READ THE FOLLOWING BEFORE COMPLETING THIS FORM**

1. This Form can only be used to make a trust nomination in respect of one relevant policy.
2. Unless the context otherwise requires, this Form must be completed in full in order to make a valid trust nomination. The hard copy form of this Form must also be used.
3. A trust nomination must comply with section 132(2) and (3) of the Insurance Act 1966 ("Insurance Act"), and must be made using this Form, in order for it to be valid.
4. A trust nomination, if valid, will take effect from the date this Form is lodged with the licensed insurer that issued the relevant policy specified in Part 1A.
5. Only a policy owner who has attained the age of 18 years may make a trust nomination.
6. A person must agree to be appointed as a trustee before the policy owner makes the trust nomination, and the person may only agree so after being informed by the policy owner of the following matters in Parts 1A and 1B:
  - (a) the details of the relevant policy (Policy No. or other reference, and name of insurer);
  - (b) the person or persons whom the policy owner intends to nominate; and
  - (c) the share of the policy moneys that each of the persons mentioned in sub-paragraph (b) will receive.
7. If the policy owner wishes to amend Part 1A or 1B after obtaining a person's agreement to be appointed as a trustee, the policy owner must inform the person of the amendments to Parts 1A and 1B and obtain the person's agreement again.
8. The policy owner must sign this Form in person in the presence of 2 witnesses (who must make the declarations in Part 3), in order to make a valid trust nomination.
9. If this Form pertains to a relevant policy in respect of which a trust nomination has been made, this Form must be accompanied by a copy of Form 2 which revokes the earlier trust nomination. If Form 2 is completed in electronic form, the policy owner may provide the licensed insurer a printed copy of Form 2 or the reference number (if any) of the completed Form 2.
10. This Form must be lodged with the licensed insurer that issued the relevant policy specified in Part 1A. Otherwise, the licensed insurer will not be bound to give effect to the trust nomination purportedly made using this Form.

##### **11. Consent to use of personal data**

I understand that HSBC's Data Privacy Policy (which may be found at <https://www.insurance.hsbc.com.sg/privacy-and-security/>) forms a part of the terms and conditions governing my relationship with HSBC. I consent to the collection, use and disclosure of my personal data for the purposes set out in the Data Privacy Policy.

12. Due to US insurance regulatory requirements, you are not to enter the US or any territory subject to US jurisdiction at the time of considering or deciding relevant matters on the insurance product, otherwise the request effected hereunder may be void.
13. Compliance with US laws and regulations and other laws having extra-territorial effect:
  - I am not physically present in the US when executing the policy servicing request(s);
  - I am aware of and understand the policy servicing restrictions\* applicable to any and all persons residing temporarily or permanently in the US; and
  - I will inform HSBC Life (Singapore) Pte. Ltd. should I decide to reside in the US either temporarily or permanently

- List of policy servicing restrictions is set out in our website <https://www.insurance.hsbc.com.sg/help/useful-information/>

**IMPORTANT NOTE**

Upon any creation of a trust in respect of the policy, any existing Secondary Life Insured will be automatically revoked.

**Part 1A: POLICY OWNER'S INSTRUCTIONS**

In accordance with section 132(2) of the Insurance Act, I nominate each person named in Part 1B (called in this Form a nominee) to receive the share (of the policy moneys payable under the relevant policy specified below) set down against his or her name.

I understand that this nomination will not be revoked by my marriage or divorce. I also understand that this nomination will create a trust of the policy moneys in favour of every nominee named in Part 1B. I am aware that thereafter I will no longer have any interest in, or any right or control over, all or any of the policy moneys payable under the policy specified below (whether paid out during my lifetime or after my death). I will also not be allowed to vary any term or condition of the policy, or give any instruction in relation to the policy which may directly or indirectly alter the benefits payable under the policy, except in accordance with section 132(9) of the Insurance Act.

**Policy No. or other reference of the relevant policy**  
Where the policy number or other reference is NOT available, please provide:  
(a) the plan name; and  
(b) the Basic Sum Insured.

**Name of insurer**

HSBC Life (Singapore) Pte. Ltd.

**Name of policy owner**

**NRIC or Passport No. of policy owner**

**Signature or right thumb print\* of policy owner**

Wet-inked signature is required.

**Email Address of policy owner**

Indicate NA if not applicable

**Date (dd/mm/yyyy)**

This date must be same as part 3

\* Please delete as appropriate.

**Part 1B: NOMINEE(S)**Notes:

1. Only the spouse, or a child, of the policy owner is eligible to become a nominee under a trust nomination. The policy owner cannot name himself or herself as a nominee. A trust nomination will not be valid if any person other than the spouse or a child of the policy owner is named as a nominee.
2. A trust nomination will not be valid if any nominee's share is not specified.
3. The shares of the nominee(s) must be reflected as a percentage (up to 2 decimal places).
4. A trust nomination will not be valid if the total of the shares of all nominees does not add up to 100%.
5. A policy owner who wishes to name more than 4 nominees must attach to this Form as many additional copies of Form 1 as may be necessary to cover all nominees.

<b>Name of nominee</b>	(1)	(2)	(3)	(4)
<b>NRIC, Birth Certificate or Passport No. of nominee</b>				
<b>Date of birth of nominee (dd/mm/yyyy)</b>				
<b>Address of nominee</b>				
<b>Telephone No. of nominee</b>  Indicate NA if not applicable				
<b>Email address of nominee</b>  Indicate NA if not applicable				
<b>Relationship of nominee to policy owner</b>				
<b>Share of nominee (%)</b>				
<b>Total shares of all nominees (%)</b>				

Note:

1. If there is no additional Form 1 attached to this Form, the total shares of the nominees listed in this Form must add up to 100%.
2. If there is any additional Form 1 attached to this Form, the sum of the total shares of all nominees listed in all Forms must add up to 100%.

Is there any additional copy of Form 1 attached to this Form?	Yes/No*
If the answer to the preceding question is "Yes", please state the number of additional copies of Form 1 attached to this Form.	

\* Please delete as appropriate.

**Part 2: TRUSTEE(S)**Notes:

1. A trustee who is an individual must have attained the age of 18 years.
2. A policy owner must appoint at least one trustee. However, a policy owner may appoint more than one trustee. If a policy owner wishes to appoint more than 2 trustees, he or she may do so by completing Form 3.
3. The policy owner, a witness or a nominee may be named as trustee. However, if the policy owner is named as a trustee —
  - (a) he or she will not be able to consent to the revocation of the trust nomination;
  - (b) he or she will not be able to consent to the variation of a term or condition of the relevant policy, or to the execution by the licensed insurer that issued the relevant policy of any instruction in relation to the relevant policy which may directly or indirectly alter the benefits payable under the relevant policy; and
  - (c) he or she will not be able to give a valid discharge to the licensed insurer that issued the relevant policy for any payment made, pursuant to the trust nomination, from the policy moneys payable under the relevant policy.
4. In this Part, “licensed trust company”, “director” and “resident manager” have the meanings given by section 2 of the Trust Companies Act 2005.
5. Identification documents of trustee/s to be submitted together with the form
  - If trustee is an individual
    - (a) A copy of trustee’s NRIC or passport
    - (b) A copy of any following document(s) for Proof of Address – Utilities bill / telephone bill, letters from government or banks reflecting your name and current residential/ mailing address dated within last 6 months
  - If trustee is a licensed trust company
    - (a) A copy of Certificate of Incorporation, Certificate of Partnership, Certificate of Registration or its equivalent for overseas-based companies or Memorandum & Articles of Association
    - (b) A copy of NRIC or passport of all authorised signatories
    - (c) Proof of address of all authorized signatories, and
    - (d) A copy of NRIC or passport of all directors

<b>Name of trustee</b>	(1) (mandatory)	(2) (optional)
<b>NRIC or Passport No. of trustee (if trustee is an individual) or Unique Entity No. of trustee (if trustee is a licensed trust company)</b>		
<b>Date of birth of trustee (if trustee is an individual) or date of incorporation of trustee (if trustee is a licensed trust company)</b>		
<b>Address of trustee</b>		
<b>Telephone No. of trustee</b>		
<b>Email Address of trustee</b>		
Indicate NA if not applicable		
<b>Signature or right thumb print* of trustee (if trustee is an individual) or signature or right thumb print*, name and designation of authorised director or resident manager of trustee (if trustee is a licensed trust company)</b>	I agree/The abovenamed licensed trust company agrees* to be appointed as a trustee of the policy moneys payable under the relevant policy specified in Part 1A.  Wet-inked signature is required.	I agree/The abovenamed licensed trust company agrees* to be appointed as a trustee of the policy moneys payable under the relevant policy specified in Part 1A.  Wet-inked signature is required.
<b>Date (dd/mm/yyyy)</b>		
This date must be same as part 3		

\* Please delete as appropriate.

**Part 3: DECLARATIONS BY APPROPRIATE SIGNATORIES**Notes:

1. Each appropriate signatory must have attained the age of 21 years.
2. An appropriate signatory must not be a nominee or the spouse of a nominee. Otherwise, the trust nomination made using this Form will not be valid.
3. The date specified in this Part and Part 1A must be the same date.

Declaration:

By signing below, I confirm that to the best of my knowledge and belief —

- a. the policy owner completed and signed this Form;
- b. the policy owner understands the purpose of this Form and the effect of his or her completion and signing of this Form; and
- c. no fraud or undue pressure has been used to induce the policy owner to make the nomination as set out in Parts 1A and 1B of this Form.

<b>Name of appropriate signatory</b>	(1)	(2)
<b>NRIC or Passport No. of appropriate signatory</b>		
<b>Address of appropriate signatory</b>		
<b>Telephone No. of appropriate signatory</b>		
<b>Email Address of appropriate signatory</b>  Indicate NA if not applicable		
<b>Signature or right thumb print* of appropriate signatory</b>	I confirm that this Form was signed by the policy owner in person in my presence.  Wet-inked signature is required.	I confirm that this Form was signed by the policy owner in person in my presence.  Wet-inked signature is required.
<b>Date (dd/mm/yyyy)</b>  This date must be same as part 1A		

\* Please delete as appropriate.