

## Foreign Telegraphic Transfer (FTT) – Supporting Document for FTT

Jan 2021

### **Purpose & Documentary Evidence**

Dear Valued Customer,

In line with the requirements imposed by BNM, customers are required to provide the following:-

- a) purpose of transaction(s) and
- b) supporting documentary evidence to prove the purpose of transaction(s).

For a smooth and swift transaction process, please ensure the relevant documents are ready before initiating a transaction by emailing your supporting documents to [AFFINMAX.FTT@affinbank.com.my](mailto:AFFINMAX.FTT@affinbank.com.my), and include your transaction reference number in the email subject.

In order to enlighten our customers on the supporting documents required, we hereby attach a sample list of supporting documents, for your better understanding and reference.

The table below serves merely as a guidance on the types of supporting documentary evidence that can be provided. Please note that the examples given are non-exhaustive. Affin Bank Berhad and Affin Islamic Bank Berhad reserves the right not to process transactions that do not meet the requirements and to request from customer for more documents as and when required.

No	Purpose	Example of document to support transaction (non- exhaustive)
1	Goods & Services	Invoice, bill of lading, purchase order, delivery order, supply contract, service, tenancy, rental agreements, payment advice
2	Foreign Worker Remittance or remuneration for Expatriates	Work Permit, Pay Slip or Letter from Company
3	Repatriation of dividend, royalties or fees	Extract of AGM, Board resolution, BNM approval, invoice, agreement or payment advice
4	Subscribe to paid up capital /or issuance of new share capital in overseas investment	Board resolutions, Sale & Purchase Agreement
5	Acquisition /disposal on assets overseas	Sales & purchase agreements, receipt for purchase or sales
6	Investment abroad including bonds, notes, equities in international markets	Declaration of Borrowings and Investment Abroad, purchase tickets, trade confirmation and BNM approval where applicable
7	Placement of deposit or Transfer to own account overseas	Deposit Confirmation, Declaration of Borrowings and Investment Abroad, BNM approval where applicable
8	Intercompany Loan /Company Shareholder's loan (inward * outward)	Documentation re intra-group payment or agreement, debit notes, BNM approval letter where applicable
9	Foreign currency borrowings from FI or non-resident entities	Loan Document, Letter of Offer, Loan Agreement, Declaration of Borrowings and Investment Abroad

10	Purchase or sale of ringgit equities / bonds	Purchase / Sale tickets, Broker confirmations / statements, Local custody confirmation / statements
11	Placement of ringgit deposits with a financial institution in Malaysia	Deposit brochure / Term-sheet / Prospectus or confirmation of the respective investment product
12	Purchase or Sale of property in Malaysia	Sales & Purchase Agreements, Contract agreements
13	Purchase, sale or margin call on ringgit futures	Purchase / Sale tickets, Broker confirmations / statements / Margin calls, Local custody confirmation / statements
14	Other ringgit-denominated financial instruments or Islamic financial instrument as approved by the relevant regulator	Deposit Brochure/ Term-sheet / Prospectus or Confirmation of the respective investment product
15	Lending to intercompany onshore	Documentation regarding intra-group payment or agreement, Debit notes, BNM approval letter
16	Direct investment to Malaysian entities	Sales & Purchase agreement

For further enquiries, please contact our Contact Centre at 03-8230 2222 (Mon to Thurs: 9am - 6pm, Fri: 9am - 5pm) or visit any of our nearest branches.