

Introduction

JSG & FA are the only categories currently covered by auto prefill. While auto prefill for the remaining documents (Corporate Guarantee, 1st Party Letter of Set-Off & 3rd Party Letter of Set-Off) is targeted to be released by the second quarter of 2024.

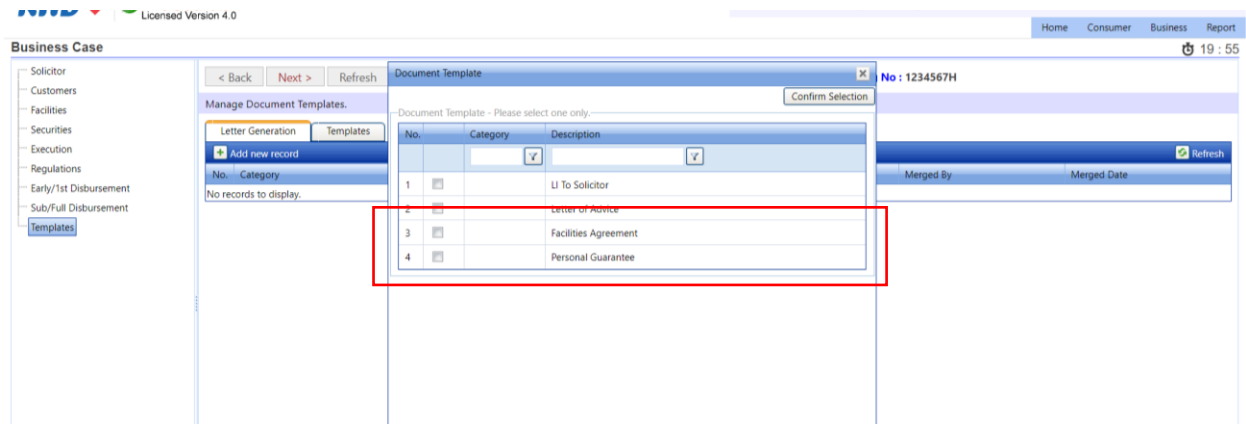
This auto prefill are meant for:

- i. Facility Agreement (Conventional & Islamic) (SME & Non-SME)
- ii. Joint & Several Guarantee (Conventional & Islamic) (SME & Non-SME)

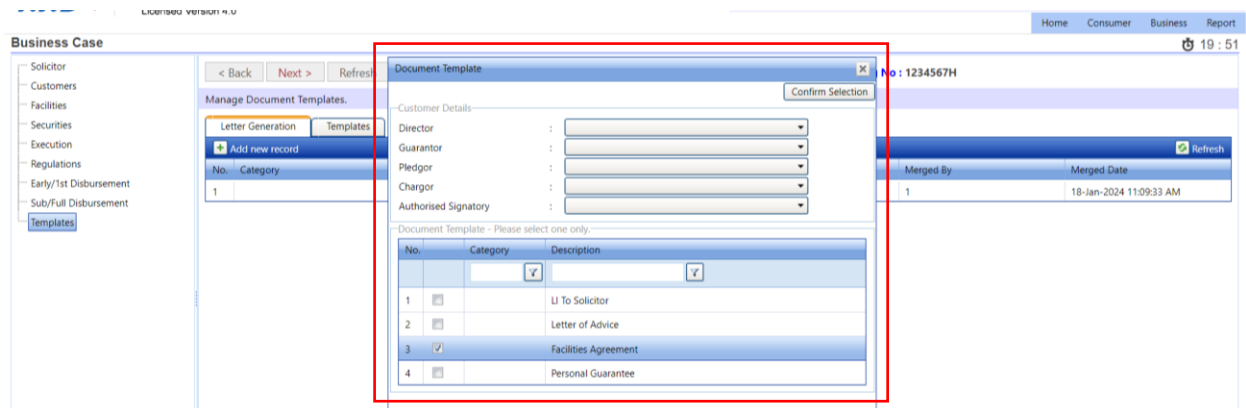
How does it work



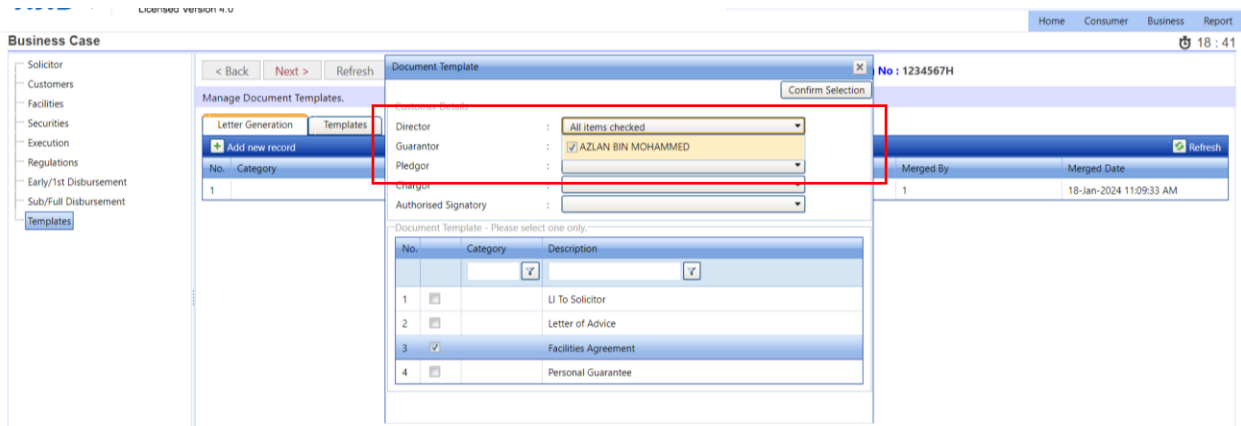
1. Click add new record



2. Select the type of document accordingly

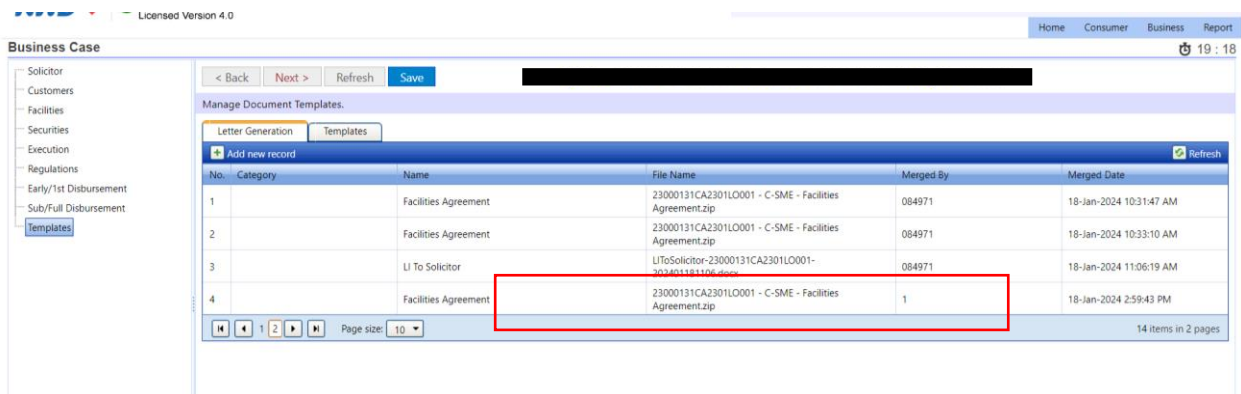


3. For instance, this screen ought to appear on your window if you have chosen Facility Agreement or Personal Guarantee.

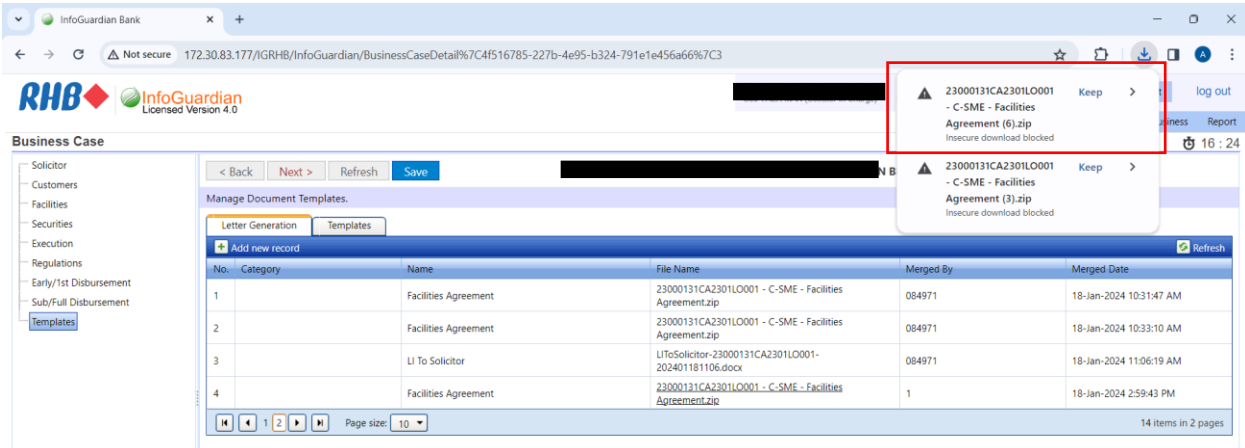


- Select director's & authorized signatory's names accordingly. In the event that there are more than two signatories, the third may require manual entry.
- Click confirm selection> the file will be stored as a zip file.

Note: it is possible that the same name appears more than once in the drop list. Thus, you may select any of them.



- Select the file name by clicking on its hyperlink> Word format will be downloaded along with the zip file. If there are any differences, you can make edits.



-End-