

**PRODUCT DISCLOSURE SHEET**

Kindly read this Product Disclosure Sheet together with the Hong Leong BizOne Solution terms and conditions before you decide to take up the product below:

**Hong Leong BizOne Solution Overdraft facility**

Please do not hesitate to contact the Bank for clarification, if required.



Date: \_\_\_\_\_

(Date of application)

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

- The Hong Leong BizOne Solution Overdraft facility (OD) is calculated on a variable rate basis.
- Interest on the OD facility is computed on daily rest basis and is chargeable only on the amount utilized.
- You are offering your Business Entity's / Company's Fixed Deposit and/or such other third party individual's Fixed Deposit deemed acceptable to the Bank as a security for this facility.
- The selected Fixed Deposit original certificate(s) and Letter of Set-Off are to be stamped "Held Under Lien".
- You can withdraw excess funds from your account up to the approved OD limit only.
- Minimum FD placement is RM 10,000 at board rate of 1-month tenure.
- Minimum OD amount is RM10,000 up to a maximum OD amount of RM3,000,000.

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

## BizOne Overdraft facility

Item	Description				
Facility Amount	RM _____ (Total Amount Borrowed)				
Margin of Financing	100%				
Repayment Period	Subject to annual review by the Bank				
Prescribed Rate / OD interest	<table border="1"> <thead> <tr> <th>Prescribed Rate</th> <th>Effective Lending Rate</th> </tr> </thead> <tbody> <tr> <td>FD 1M : 2.95% p.a. + 1.50% p.a.</td> <td>4.45% p.a.</td> </tr> </tbody> </table>	Prescribed Rate	Effective Lending Rate	FD 1M : 2.95% p.a. + 1.50% p.a.	4.45% p.a.
	Prescribed Rate	Effective Lending Rate			
FD 1M : 2.95% p.a. + 1.50% p.a.	4.45% p.a.				

- Overdraft facility is repayable on demand.
- FD 1-month Board Rate is currently at 2.95% p.a. as at 1 June 2015.

**3. What are my obligations?**

**Important:** Your monthly repayment amount (instalment) and total repayment amount will vary if the Overnight Pricing Rate (OPR) changes.

- The OD facility is repayable on demand.
- Interest charged on the OD facility is to be serviced monthly.

*For Overdraft Facility, you are to service interest on a monthly basis based on your utilized amount. The interest payable amount may vary; based on your utilization of the Facility. In the event the Overdraft is subject to annual reduction of its limit upon such terms and conditions prescribed by the Bank, you will be required to repay such amounts necessary to ensure that the Overdraft is operated within the reduced limit at all times.*

The Bank may vary your monthly repayment amount when:

- it is insufficient to service your loan interest; or
- when the monthly principal repayment portion is less than 10% of your monthly repayment amount; or
- whenever a revision of your monthly repayment amount is required by the Bank or yourself.

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

- **Stamp Duties**  
As per Stamp Duty Act 1949 (revised 1989), an ad valorem of 0.5% will be levied on the OD facility amount.
- **Disbursement Fees**  
Disbursement Fees including but not limited to registration fee for Form 34, goods & services tax and any other taxes or levy as per the scale fees charged by the respective authorities.
- **Processing Fees**  
One-time fee charged on the approved OD Facility. Currently all processing fees are waived.
- **Legal Fees**  
Legal fees will be incurred in relation to the stamping and registration of relevant loan/security documentation.
- **Commitment Fee**  
1% p.a. charged on unutilized OD portion.
- **Half-yearly Service Charge in respect of Hong Leong BizOne Current Account**  
Where the average balance for half-year is below RM1,000, a half-yearly service charge of RM10.00 (Inclusive of GST) every half year will be debited to the Hong Leong BizOne Current Account.

**Important:** Effective 1<sup>st</sup> April 2015, Goods and Services Tax (GST) of 6% will be imposed on fees and charges, where applicable.

#### 5. How do I make my monthly repayment?

Making your monthly repayment is hassle-free through:

- Standing instructions from your Hong Leong Bank current account
- Internet Banking ([www.hongleongonline.com.my](http://www.hongleongonline.com.my) or [www.hongleongconnect.my](http://www.hongleongconnect.my)) or via mobile phone app or tablet app
- Malaysian Electronic Payment System (MEPS) or Interbank Giro (IBG)\*

Alternative repayment methods include:

- ATM transfer to your financing account
- Bank-in to your financing account via Cash Deposit Machine
- Cheque deposit to your financing account via Cheque Deposit Machine\*\*
- Make your payment over-the-counter at the nearest branch

**Important:**

\* Online IBG payment is only RM0.10 per transaction and IBG payment via ATM machine is RM0.30 per transaction.

\*\* Effective 2<sup>nd</sup> January 2015, RM0.50 cheque processing fee and RM0.15 stamp duty will be charged per cheque issued.

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

- Interest at the rate of 4.0% p.a. above BLR will be charged on all utilization in excess of the implemented limit.
- The Bank may set-off the FD amount pledged and/or any credit balance in any account maintained with the Bank against any outstanding balance of this Facility.
- Legal action will be taken if you fail to respond to reminder notices given by the Bank.
- Legal action against you may affect your credit rating and this will cause your credit to be more difficult or expensive to you.

#### 7. What if I fully settle the loan during the lock-in period?

- Not applicable to BizOne OD facility.

#### 8. Do I need any insurance coverage?

- Not applicable.

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

It is important that you inform the Bank of any changes to your contact details to ensure that all correspondences reach you in a timely manner. To update your correspondence details, please contact the Bank at +603 – 7626 8899 / +603 – 7661 7777 or visit any of our branches nationwide.

#### 10. Where can I get assistance and redress?

- If you have any difficulties in making repayments, you should contact the Bank at the earliest possible to discuss repayment alternatives. You may contact our HLB Call Centre at:  
Tel: +603 – 7626 8899 / +603 – 7661 7777 Fax: +603 – 7873 8228

- Alternatively, you may seek the services of Agensi Kaunseling dan Pengurusan Kredit (AKPK), an agency established by Bank Negara Malaysia to provide free services on money management, credit counseling, financial education and debt restructuring for individuals. You can contact AKPK at:

Tingkat 8, Maju Junction Mall  
1001, Jalan Sultan Ismail,  
50250 Kuala Lumpur.  
Tel: 1-800-22-2575  
E-mail: [enquiry@akpk.org.my](mailto:enquiry@akpk.org.my)

- If you wish to complain on the products or services provided by the Bank, you may contact the Bank at:

Hong Leong Bank Berhad  
Tel: +603-7626 8899 / +603-7661 7777  
E-mail: [HLOnline@hlbb.hongleong.com.my](mailto:HLOnline@hlbb.hongleong.com.my)

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

Block D, Bank Negara Malaysia  
Jalan Dato' Onn,  
50480 Kuala Lumpur.  
Tel: 1-300-88-5465  
Fax: +603-2174 1515  
E-mail: [bnmtelelink@bnm.gov.my](mailto:bnmtelelink@bnm.gov.my)

#### 11. Where can I get further information?

Should you require additional information about taking Small and Medium Enterprises financing, please refer to the *bankinginfo* booklet on “Small and Medium Enterprises – Financing Products for Your Business”, available at all the Bank’s branches and the [www.bankinginfo.com.my](http://www.bankinginfo.com.my) website.

#### 12. Other loan packages available

- **Hong Leong Bank Business Shop Loan**
- **Hong Leong Bank Business Housing Loan**
- **Hong Leong Business Working Capital**

**IMPORTANT NOTE: YOUR FIXED DEPOSIT(S) AND/OR ANY CREDIT BALANCE IN ANY ACCOUNT MAINTAINED WITH THE BANK MAY BE SET-OFF IF YOU DO NOT KEEP UP WITH THE REPAYMENTS ON YOUR OVERDRAFT FINANCING.**

The information provided in this disclosure sheet is valid as at <04 August 2015>