

PRODUCT DISCLOSURE SHEET

REMINDER: You are reminded to read and understand the terms and conditions of this Product Disclosure Sheet before signing below. If there are any terms and conditions in this Product Disclosure Sheet which you do not understand, please do seek independent advice and/or clarify with the Bank.

ENGLISH VERSION

Bank : **Affin Bank Berhad**
Scheme : **AFFINGEM Financing Scheme**

Date of Issuance to Customer:

(to be filled out upon application)

1. What is this product about?

AFFINGEM Financing Scheme is a dedicated financing scheme offered to Women Entrepreneurs; women-owned and controlled business to obtain competitive financing terms for the purpose working capital and/or capital expenditure. Financing is collateral-free (up to RM1 million) with banca financing option and deduction of ancillary cost from the approved facility limit.

- This financing scheme is guaranteed by Syarikat Jaminan Pembiayaan Perniagaan (SJPP). However, collateral may be imposed for financing amount exceeding RM1 million (maximum financing for start-up company is up to RM300,000).
- For Sole Proprietorship, must be owned and controlled by women of Malaysian citizenship, and for Partnership, Limited Liability Partnership (LLP) and Private Limited Company, 51% of shares held and controlled by women of Malaysian citizenship.

2. What do I get from this product?
TERM LOAN

Loan Amount	RM1,000,000
Effective Rate	BLR + 1.00% per annum (p.a.)
Loan Tenure	Up to 7 years

OVERDRAFT*

Facility Limit Approved	RM100,000
Interest	BLR + 1.10% p.a
Effective Lending Rate	7.91% p.a.
Total Utilisation	RM20,000
No. of Utilisation Days	30 days
Commitment Fee	1.0% p.a. on unutilized amount
Interest Charged for the Month	Effective Rate on Utilized Amount (RM20,000 x 7.91% p.a. x 30/365) = RM130.03 Commitment Fee (RM80,000 x 1.0% x 30/365) = RM65.75 Total = RM195.78

- Interest rates charges for the overdraft facility is pegged to the Base Lending Rate (BLR).
- The interest is calculated on the daily balance of overdraft (utilized amount) and will be reflected in the bank statement at the end of every month. The following is the formula of calculating the interest rate:
Interest charged = Utilized Amount x Interest Rate x Number of days / 365 days + Commitment Fee

Note:

- The information and calculation above are for **ILLUSTRATION** only.
- Base Lending Rate (BLR) is subject to change from time to time and the Bank's current BLR is 6.81% p.a.
- *Overdraft facility is for business in operation 3 years and above.

3. What are my obligations?
TERM LOAN

- Loan Amount: **RM1,000,000**
- Loan Tenure: **7 years**
- Monthly instalment: **RM15,491.72**
- Total repayment amount at the end of 7 years: **RM1,301,304.75**

Important:

Your monthly instalment, total interest and total repayment amount will vary if the BLR changes.

Rate	Effective Rate is 7.81% (BLR + 1.00%) BLR = 6.81%	If BLR increased By 1% p.a.	If BLR increased by 2% p.a.
Monthly instalment	RM15,491.72	RM15,992.82	RM16,503.18
Total interest at the end of 7 years	RM301,304.75	RM343,396.92	RM386,266.76
Total repayment amount at the end of 7 years	RM1,301,304.75	RM1,343,396.92	RM1,386,266.76

- Interest is calculated on monthly rest basis.
- Effective interest rate may vary from initial rate stated in Letter of Offer due to increase in BLR (BLR will change accordingly as published by the Bank from time to time).
- Please refer to the Bank's Letter of Offer for other fees and charges.

OVERDRAFT

- You are required to service the monthly interest.
- The overdraft facility is subjected to periodic review, as such the entire outstanding overdraft amount (principal sum plus interest charged) becomes due and payable immediate upon recall of the facility.

Important:

Your interest charged and total interest charged will vary if the BLR changes.

Rate	Today (BLR 6.81% p.a.)	If BLR increased by 1% p.a.	If BLR increased by 2% p.a.
Base Lending Rate (BLR)	6.81%	7.81%	8.81%
Effective Lending Rate	7.91%	8.91%	9.91%
Interest Charged for the month	RM130.03	RM146.47	RM162.90
Commitment Fee	RM65.75	RM65.75	RM65.75
Total Interest Charged for the month	RM195.78	RM212.22	RM228.65

- Interest is calculated on daily rest basis.
- Other terms & conditions are stipulated as per the Letter of Offer.

Note: The information and calculation above are for **ILLUSTRATION** only.

4. What other charges do I have to pay?

No.	Type of Fee	Details
1.	Stamp Duty	For stamp duty, it is as per Stamp Act 1949 (revised 1989) and will be borne by the Customer.
2.	Legal Fee	<ul style="list-style-type: none"> • Legal fee on solicitor in order of completion of Security Documentation prior release of facility(ies) • Legal fee on solicitor will be borne by Customer (if any)
3.	Disbursement Fee / Processing Fee	No fee on Disbursement / Processing
4.	Guarantee Fee (if any)	<ul style="list-style-type: none"> • Guarantee fee is charged by SJPP and payable in advance on a yearly basis • Fees are to be borne by Customer (not applicable for start-up company) • The fee quantum will subject to the terms and conditions imposed by SJPP
5.	Facility Fee / Annual Review Fee / Other Fees	<ul style="list-style-type: none"> • No fees will be imposed on SME Customer • Up to 5.0% of the approved limit will be imposed on Commercial Customer
6.	Commitment Fee	<ul style="list-style-type: none"> • For Overdraft only • 1.0% per annum on unutilized amount

Note:

Please refer to the Bank's Letter of Offer for any other fees and charges.

5. How disbursement of the facility will be made?
TERM LOAN

- The Term Loan will be released in one lump sum or in stages depending on the financing that is approved.
- Kindly ensure there is sufficient month-end balance in the current account for the Term Loan repayment.

OVERDRAFT

- The Overdraft facility shall be made available at your disposal by tagging the approved limit to your Current Account with the Bank.
 - Kindly ensure the utilisation of Overdraft facility is at all time within the approved limit.
- i. All documents relating to account opening will be provided and signed-off by Customer including but not limited to the Foreign Account Tax Compliance Act (FATCA) / Common Reporting Standard (CRS) declaration.
 - ii. Your approved Facility will be deducted for disbursement to the stakeholders, where applicable, for payment of ancillary costs such as legal fee, stamp duty, guarantee fee and taxes before the balance of the Facility proceeds is made available to you. You may request to opt-out from financing of such costs.
 - iii. In the event that the facility(ies) is cancelled or aborted for any reason whether before or after completion of legal documentation, all costs, expenses and fees including but not limited to legal fees, stamp duty, guarantee fee, taxes and any out of pocket expenses connected with the negotiation, preparation or completion of the facility(ies) are borne and shall be payable by the Customer on demand on a full indemnity basis, together with interest from the date of the costs and expenses are incurred.

6. What if I fail to fulfil my obligations?

Conditions	Description
Late Payment Interest	If there is late payment of interest or instalments, late payment interest of 1.0% per annum shall be charged on late interest and/or instalment amounts for the overdue period. The Bank reserves the right to debit the Customer's account for the payment of the late payment interest.
Administration Fee	Administration fee of RM10.00 shall be levied on the scheduled payment date if standing instruction for payment is unsuccessful due to insufficient funds in the Customer's account
Default Rate	If the customer defaults on the Facility as stated in the security document / Facility Agreement, the Bank shall be entitled to charge the interest rate at BLR + 3.50% per annum (for start-up company, BLR + 10.00% per annum) or such other rate as the Bank may prescribe from time to time on the entire outstanding of the Facility subject to a prior written notice of twenty-one (21) calendar days to the Customer.
Right to commence recovery or legal action	Legal action will be taken against you and the guarantors if you fail to respond to reminder notices. Legal action against you and the guarantors which may affect your credit rating leading to credit being more difficult or expensive. The Bank has the right to commence recovery activities (including engaging third-party debt collection agencies), foreclosure and bankruptcy proceedings.

7. What if I fully settle the financing before its maturity?
TERM LOAN

Customer shall have given the Bank three (3) months written notice or any other period approved by the Bank, stating the amount to be prepaid and the date of such prepayment, failing which three (3) months interest in lieu thereof will be charged.

OVERDRAFT

- There is no maturity for Overdraft facility.
- In the event that you wish to cancel your Overdraft facility, settlement could be made in written notice to the Bank together with repayment of Overdraft outstanding plus interest.
- No penalty will be charged for cancellation of the approved limit which means by settlement of Overdraft outstanding plus interest.

8. Do I need any insurance coverage?

- Customers are highly recommended to purchase life insurance to cover the life of any director(s) or owner(s) or guarantor(s) or shareholder(s) with the bank's preferred insurance partners.
- Notwithstanding this, the Customers are free to use the service of any Insurance operators of their choice that provide adequate coverage against such risks as the Bank may require and determine fit.

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

It is important that the Customer informs the Bank (written notice to be sent to the account holding branch) of any changes in the Customer's contact information to ensure that all correspondences reach the Customer in a timely manner.

10. Where can I get assistance and redress?

- If you have difficulties in making payments, you should contact your respective Relationship Manager earliest possible to discuss payment alternatives.
- If you wish to complain on the product or services provided by us, you may fill-in an “Online Feedback Form” which is available at Bank’s website: AffinAlways.com that will be escalated to Customer Feedback & Resolution Management. You may also contact us at:

Customer Feedback & Resolution Management

**Level 9, Menara Affin,
Lingkaran TRX,
Tun Razak Exchange
55188 Kuala Lumpur**

Telephone : 03-8230 2222
E-mail : yourvoice@affingroup.com
Website : www.Affinalways.com
www.affingroup.com

- Alternatively, the customer 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 counselling, financial education and debt restructuring for both individuals and SMEs. The customer can contact AKPK at:

**Agensi Kaunseling dan Pengurusan Kredit (AKPK)
Level 5 and 6,
Menara Aras Jaya,
(Formerly known as Menara Bumiputra-Commerce),
Jalan Raja Laut,
50350 Kuala Lumpur**

Telephone : 03-2616 7766
Fax : 03-2616 7601
E-mail : enquiry@akpk.org.my
Operating Hours : **9:00 a.m. – 5:00 p.m.**
(Monday – Friday)

- The customer may re-address the issue with the Ombudsman for Financial Services (OFS) when steps taken by the Bank is still unsatisfactory. The customer may contact OFS at:

**Ombudsman for Financial Services (OFS) (664393P)
(Formerly known as Financial Mediation Bureau)**

**Level 14, Main Block
Menara Takaful Malaysia
No. 4, Jalan Sultan Sulaiman
50000 Kuala Lumpur**

Telephone : 603-2272 2811
Fax : 603-2272 1577
E-mail : enquiry@ofs.org.my
Website : www.ofs.org.my

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

**BNMLINK,
Bank Negara Malaysia
P.O Box 10922
50929 Kuala Lumpur**

Telefon : 1-300-88-5465
Faks : 03-21741515
E-LINK : <https://bnmlink.bnm.gov.my/>

11. Where can I get further information?

Should you require additional information on our products, please visit us at the nearest Affin Bank Berhad Branches or Business Centre or Direct Channel or logon AffinAlways.com for more info.

12. Other loan package available?

Please liaise with the respective Relationship Manager or alternatively, the customer can also visit the nearest Affin Bank Berhad Branches or Business Centre or Direct Channel or logon [AffinAlways.com](https://www.affinbank.com.my) for more info.

IMPORTANT NOTE:

YOUR PROPERTY MAY BE FORECLOSED IF YOU FAIL TO SERVICE THE MONTHLY INSTALLMENT PAYMENT FOR FACILITY. LEGAL ACTION MAY BE TAKEN AGAINST YOU IF YOU DO NOT KEEP UP PAYMENTS ON YOUR WORKING CAPITAL FACILITY.

The information provided in this disclosure sheet is valid as at 29 May 2024

I/We hereby acknowledge that the key terms of this product disclosure sheet the terms affecting my/our obligations, have been adequately explained to me/us by the Bank's staff, representative or agent.

Signature :

Name :

NRIC No. :

Date :