

Guide/FAQs on Submitting a Nomination Form for Registration

1. Who can make a nomination?

Only the policyowner of the insurance policy can make a nomination.

2. What you need to do before making a nomination?

Before you make a nomination or create a trust or change or revoke them under the Insurance Act, please ensure that you have read and understood the information provided in *Your Guide to Nomination of Insurance Nominees 2015 (NOB Guide)*.

You can download the NOB Guide from:

- The Prudential website at <http://www.prudential.com.sg>
- LIA website at <http://www.lia.org.sg>

3. How do you make a nomination?

Making a nomination: You must complete the prescribed nomination form and submit the original completed form to Prudential Assurance Company Singapore (Pte) Limited (“Prudential”) for registration.

There are 6 forms prescribed under the Insurance Act, Insurance (Nomination of beneficiaries) Regulation 2009.

- Form 1 [Trust Nomination]
- Form 2 [Revocation of Trust Nomination]
- Form 3 [Appointment, or Revocation of Appointment, of Trustee of Policy Moneys]
- Form 4 [Revocable Nomination]
- Form 5 [Revocation of Revocable Nomination]
- Form 6 [Notice of Revocation of Revocable Nomination]

Note:

- You must read all instructions and notes stated in the nomination form before completing it with utmost due care.
- Only original copies of the nomination form can be registered.
- You must countersign any amendment made by you, otherwise the nomination is invalid and Prudential will not be bound to accept and register the nomination made using the nomination form.

4. Where do you submit your nomination form?

You must submit the completed nomination form to Prudential Assurance Company Singapore (Pte) Limited via the following ways:

By Post to: Prudential Assurance Company Singapore (Pte) Limited
Robinson Road P.O. Box 492 Singapore 900942

By Hand to: Prudential Customer Service Centre
Marina One The Heart
#01-18/19, 5 Straits View
Singapore 018935

If you have any enquiry, please call our PruCustomer Line at 1800 333 0333 or you may also email us at customer.service@prudential.com.sg

The information above is for your reference only and should not be taken as legal advice. You are advised to seek independent legal advice on the effect of your Nomination.

INSURANCE ACT

INSURANCE (NOMINATION OF BENEFICIARIES) REGULATIONS 2009

FORM 2

REVOCATION OF TRUST NOMINATION

PLEASE READ THE FOLLOWING BEFORE COMPLETING THIS FORM

- 1 This Form can only be used to revoke a trust nomination made in respect of one relevant policy.
- 2 Unless the context otherwise requires, this Form must be completed in full in order for the revocation of a trust nomination to be valid.
- 3 The revocation of a trust nomination must comply with section 49L(7) of the Insurance Act (Cap. 142), and must be carried out using this Form, in order for the revocation to be valid.
- 4 The revocation of 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 1.
- 5 The revocation of a trust nomination, if valid, will apply to the entire trust nomination.
- 6 The policy owner and either of the following must sign this Form in the presence of 2 witnesses, in order for the revocation of the trust nomination to be valid:
 - (a) any trustee of the policy moneys payable under the relevant policy specified in Part 1 (not being the policy owner); or
 - (b) each nominee who has attained the age of 18 years and a parent or legal guardian (not being the policy owner) of each nominee who is below the age of 18 years.
- 7 This Form must be lodged with the licensed insurer that issued the relevant policy specified in Part 1. Otherwise, the licensed insurer will not be bound to give effect to the purported revocation of the trust nomination by this Form.

Part 1 INSTRUCTIONS

In accordance with section 49L(7) of the Insurance Act, I revoke the trust nomination which I had made on _____ in respect of the relevant policy specified below.

<p>Policy No. or other reference of the relevant policy</p> <p>Where the policy number or other reference is NOT available, please provide:</p> <p>(a) the plan name; and</p> <p>(b) the Basic Sum Insured.</p>	
<p>Name of insurer</p>	<p>Prudential Assurance Company Singapore (Pte) Ltd</p>
<p>Name of policy owner</p>	
<p>NRIC or Passport No. of policy owner</p>	
<p>Signature or right thumb print of policy owner</p>	
<p>Date (DD/MM/YYYY)</p>	

Part 2 CONSENT OF TRUSTEE, OR OF NOMINEE(S) AND PARENT(S) OR LEGAL GUARDIAN(S) OF NOMINEE(S)

Note:

In this Part, “licensed trust company”, “director” and “resident manager” have the same meanings as in the Trust Companies Act (Cap. 336).

In accordance with section 49L(7) of the Insurance Act, I/we expressly consent / the named licensed trust company expressly consents* to the revocation of the trust nomination made on _____ in respect of the relevant policy specified in Part 1.

Name and NRIC or Passport No. of trustee (if trustee is an individual), or of parent of legal guardian of nominee below age of 18 years; or	Name and NRIC, Birth Certificate or Passport No. of nominee (not applicable if this Part is completed by a trustee)	Signature or right thumb print of trustee (if trustee is an individual), nominee who has attained age of 18 years, or parent or legal guardian of nominee below age of 18 years; or Signature, name & designation of authorised director or resident manager of trustee (if trustee is a licensed trust company)	Date (if there is more than one signatory, all signatories must sign on the same date)

*Please delete as appropriate

Part 3 WITNESSES

Notes:

- 1 Each witness must have attained the age of 21 years.
- 2 A witness must not be a nominee or the spouse of a nominee.
- 3 The date specified in this Part, the date specified in Part 1 and the date specified in Part 2 must be the same date.

Name of witness	(1)	(2)
NRIC or Passport No. of witness		
Address of witness		
Telephone No. of witness		
Signature of witness	I confirm that Parts 1 and 2 of this Form were signed in my presence.	I confirm that Parts 1 and 2 of this Form were signed in my presence.
Date (DD/MM/YYYY)		