

Kiplepay Sdn Bhd (510377-P) The Ascent, Paradigm B-23A-3, No 1 Jalan SS7/26A 47301 Petaling Jaya, Malaysia

MERCHANT ONBOARDING FORM

	SECTION I: DETAILS OF MERCHANT								
1.	Type of Business	□ Sc	le Proprietor		Partnersh	nip		Corporati	on
		□ Go	vernment Entit	у 🗆	Non-Prof	it Org.		Others:	
2.	Company Registered Name								
3.	Company Registration No.								
4.	Domain Name	https:/	/						
5.	Company Registered Address								
6.	Company Business Address								
7.	Merchant Type		rect Merchant		Sub-Merc	hant			
		Details Mercha	of Master nt/ Referrer	Name:					
8.	Merchant Category	□ Small Enterprise □ Manufacturing sector: Sales turnover from RM300,000 to less than RM15 million OR full-time employees from 5 to less than 75 □ Manufacturing sector: Sales turnover from RM15 million to not exceeding RM50 million OR full-time employees from 5 to not exceeding 200 b) Services & other sectors: Sales turnover from RM300,000 to less than RM3 million OR full-time employees from 5 to less than 30 b) Services & other sectors: Sales turnover from RM3 million to not exceeding RM20 million OR full-time employees from 30 to not exceeding 75 □ Microenterprise □ Corporate Across all sectors: Sales turnover of less than RM300,000 OR less than 5 full-time employees. □ Other than Small, Medium & Microenterprise					RM50 million OR full- not exceeding 200 Sales turnover from ling RM20 million OR 0 to not exceeding 75		
		S	ECTION II: NAM	E OF D	IRECTOR/	PARTNI	ERS		
	Director / Partner Nar	ne:	N	NRIC/ Pa	assport No.	:		Contact	: No.:
1.									
2.									
3.									
4.									
		S	ECTION III: NAM	ME OF A	UTHORIS	ED PERS	ON		
	Employee(s) Name	:	NRIC/ P	assport	No.:	Ema	ail Address:	(Contact No.:
1.									
2.									
		SECTIO	N IV: MERCHAN	NT BAN	K ACCOUN	T INFOR	RMATION		
i.	Bank Name:				ii. Acc	count No):		
iii.	Beneficiary Name:								
Note.	: The beneficiary of the acco	ount has t	be the same na	me of th	ne company,	or busin	ness, registered	l d with us . C	ompany will not be

Note: The beneficiary of the account has to be the same name of the company, or business, registered with us. Company will not be paying into any other account other than those stated above. If there is any change to the account details, please provide advance written notice in accordance with the Merchant Terms.



SECTION VI: TERMS AND DECLARATION

- 1. Unless expressly set out in this Merchant Onboarding Form, all capitalised words not defined herein shall have the same meaning ascribed in the Merchant Terms found within www.kiplepay.com ("kiple Website"). This Merchant Onboarding Form and its Schedule shall be incorporated and form part of the Merchant Terms.
- 2. In the event of a conflict or inconsistency between the provisions of this Merchant Onboarding Form and other provisions of the Merchant Agreement, the provisions of this Merchant Onboarding Form shall prevail to the extent of such inconsistency.
- 3. I/We agree to the following: -
 - (a) all the information provided in this Merchant Onboarding Form is accurate and complete; and
 - (b) We have read, understand and agree to be bound by the Merchant Terms found within kiple Website.

SIGNED FOR AND ON BEHALF OF MERCHANT BY	
	Company stamp
Name: Designation: NRIC/ Passport No.: Date:	
FOR KIPLE O	FFICE USE ONLY
Date Received:	
Remark:	
Processed By Name: NRIC/ Passport No.: Designation:	Approved By Name: NRIC/ Passport No.: Designation:



SCHEDULE I DETAIL OF SERVICES

SERVICES	Payment Gateway						
	☐ FPX Online Payment (B2C)		FPX Online Payment (B2B)				
	☐ Local Credit Card		Foreign Credit Card				
	☐ Local Debit Card		Kiple Wallet				
	☐ DuitNow QR ^{1,2}		Touch 'n Go ^{1,2}				
	☐ Boost ^{1,2}		GrabPay ^{1,2}				
	☐ MayBank QR Pay ^{1,2}		ShopeePay ^{1,2}				
	☐ AliPay ^{1,2}		WeChatPay ^{1,2}				
	☐ Google Pay (Local Credit Card)		Union Pay (Local Credit Card) ^{1,2}				
	☐ Google Pay (Local Debit Card)	_ I	Union Pay (Local Debit Card) ^{1,2}				
	☐ Google Pay (Foreign Credit Card)		Union Pay (Foreign Credit Card) 1,2				
	☐ One Click Payment		Recurring				
	E-V	Vallet					
	☐ Kiple Wallet		Boost ^{1,2}				
	☐ Touch 'n Go ^{1,2}		GrabPay ^{1,2}				
	☐ DuitNow QR¹,²						
	Complete Appendix A.						
	Card Acceptance Device (CAD) ³						
	☐ Local Debit Card		Local Credit Card				
	☐ Foreign Debit Card		Foreign Credit Card				
	Complete Appendix A						
CHARGEBACK FEE	Chargeback fee of 5.5% of the transaction	n value	will be applied for each chargeback				
	request.	C	l				
	Reversed fee of RM2.00 will be applied chargeback.	i for eac	m successful defended of reversed				
SETTLEMENT PROCESS	☐ T+2 ☐ Weekly		Monthly Others:				
			,				
	Refer to Schedule V						
REQUESTED DAILY TRANSACTION	☐ RM10,000 ☐ Others: RM						
LIMIT (DTL)							
	Default DTL is RM10,000. Higher DTL is subject to approval by Risk Team.						
CALLDACY, UDI	For the request of DTL increase after MID released, please contact Customer Support.						
CALLBACK URL	https://						
EQUIPMENT	Refer to Schedule II						
KIPLEPAY CUSTOMER SUPPORT	support@kiplepay.com or 603 5037 899	9					
DETAILS	West House 0.20 mg to 5.20 mg CM = F.3						
	Work Hours: 8.30am to 5.30pm (Mon-Fri)						



SCHEDULE II CHARGES SCHEDULE

SECTION I: ONBOARDING FEE								
Payment Gateway								
Type of Fee	Remark							
One Time Setup Fee ⁴ :								
Monthly Fee4:			•	ill be automatically deducted from the				
			daily settlement. It can be waived if the Gross Transaction					
		Value (GTV) for the previous month exceeds RM8,000.						
		Equipn	nent ⁵					
Type of Fee	Quantity	Per Unit Price (RM)	Total Price (RM)	Remark				
One Time Setup Fee:								
Terminal Fee:				☐ Outright Purchase				
				☐ Rental (No Contract)				
				☐ Rental (24 Months Contract)				
☐ Lease to Own (24 Months Contra								
Monthly Maintenance								
& Support Fee:								

SECTION II: KIPLE'S CHARGES					
	Payment Gateway				
FPX Online Payment (B2C):	FPX Online Payment (B2B):				
Local Debit Card:	Local Credit Card:				
Foreign Credit Card:	Kiple Wallet:				
AliPay ^{1,2} :	Touch 'n Go ^{1,2} :				
Boost ^{1,2} :	ShopeePay ^{1,2} :				
GrabPay ^{1,2} :	MayBank QR Pay ^{1,2} :				
DuitNow QR ^{1,2} :	WeChat Pay ^{1,2} :				
GooglePay (Local Credit Card):	Union Pay (Local Credit Card) ^{1,2} :				
GooglePay (Local Debit Card):	Union Pay (Local Debit Card) ^{1,2} :				
GooglePay (Foreign Credit Card):	Union Pay (Foreign Credit Card) ^{1,2} :				
	E-Wallet				
Kiple Wallet:	Boost ^{1,2} :				
Touch 'n Go ^{1,2} :	GrabPay ^{1,2} :				
DuitNow QR ^{1,2} :	Other:				
Card	Card Acceptance Device (CAD) ³				
Local Debit Card:	Foreign Debit Card:				
Local Credit Card:	Foreign Credit Card:				
Kiple's charges is referring to fee per transaction.					

SCHEDULE III ADDITIONAL OR SPECIAL TERMS AND CONDITIONS

ADI	DITIONAL OR SPECIAL TERMS AND CONDITIONS
1	Settlement cycle is weekly settlement.
2	Any charges and/or cost incurred in relation to refund shall be payable by merchant.
3	Settlement and reporting shall be processed by Card Acceptance Device (CAD) provider.
4	☐ One(1) time set-up fee will be paid by Referrer/Master Merchant to Kiplepay Sdn Bhd.
	☐ One(1) time set-up fee will be paid directly by Merchant to Kiplepay Sdn Bhd.
4	We reserve the right to offset and contra the outstanding fee from merchant's settlement.
4	This is a non-fixed length agreement, as such, we will supply you the service on a month to month basis until the
	service is terminated in accordance with the Merchant Terms and Conditions.
5	Any additional accessories associated to the supply of equipment is subject to additional charges.
5	We reserve the right to retrieve back the equipment if there is any overdue payment from merchant.



SCHEDULE IV SERVICE LEVEL AGREEMENT "SLA"

SETTLEMENT CYCLE	Within agreed settlement cycle
	Kiplepay is committed to perform the settlement within the agreed settlement cycle as per Schedule V.
TECHNICAL SUPPORT	To respond within 30 minutes from the first request time. Every request that is received by the support team will be responded within 30 minutes during weekdays and an hour during the weekends & public holidays.
CHARCEBACK & DISPUTES	Within 3 working days Merchants who do not respond with complete documents/proof within 3 days are to accept the chargeback/dispute losses. Extensions would be considered on a case-to-case basis.
REFUND	Within agreed refund cycle days Kiplepay is committed to perform the refunds within 7-14 working days.
FRAUD	Within 3 working days Any escalated fraud cases will be reverted to merchants and merchants who do not respond within stipulated/communicated time frame (usually 3 days) will be held liable for the outcome of the cases. Necessary actions will be taken such as holding settlement funds, suspending MID, or appropriate actions to protect merchants, users, and KPSB. Extensions would be considered on a case-to-case basis.
CALL CENTRE	First Email Response within 1 hour Every request that is received by the customer support team will be responded within 60 minutes during weekdays and the next working day during the weekends & public holidays.



SCHEDULE V SETTLEMENT CYCLE SCHEDULE

Settlement Cycle – T+2 (Transaction + 2 working days)

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
		TX		S		
6	7	8	9	10	11	12
				TX		
13	14	15	16	17	18	19
	S					
20	21	22	23	24	25	26
TX		S				
27	28	29	30	31		
TX	PH		S			

Abbreviation:-

TX Transaction Date

S Settlement Date

PH Public Holiday

Settlement Cycle based on T+2: -

 T+2 settlement refers to settlement of transactions in 2 working days after transaction date.

Example: For transactions on Monday, settlement shall be on Wednesday, assuming there are no holidays during the week. For the avoidance of doubt, the T or transaction date is counted as a separate day.

 The payout will be credited into merchant's dedicated bank account via IBG (Interbank GIRO). Crediting of payout to the merchant's dedicated bank account is subject to the merchant bank's standard operating procedures and is subject to IBG's crediting schedule.

Example: For transactions on Monday, Merchant shall receive payment latest by Wednesday subject to IBG's crediting schedule below:-

Payment initi	ated by KPSB	* Fund Received by Beneficiaries		
	Before 5:00 am		By 11:00 am	
	5:01 am to 8:00 am	Same business day	By 2:00 pm	
Business Days Monday – Friday)	8:01 am to 11:00 am		By 5:00 pm	
	11:01 am to 2:00 pm		By 8:20 pm	
	2:01 pm to 5:00 pm		By 11:00 pm	
	After 5:00 pm	Next business day	By 11.00 am	
Non-Business Days (Saturday, Sunday and Federal Territory Public Holidays)		Next business day	By 11:00 am	
der normal circumstano	es			



Settlement Cycle – Weekly Settlement (Weekly + 3 working days)

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
				TX	TX	TX
6	7	8	9	10	11	12
TX	TX	TX	TX			
13	14	15	16	17	18	19
	S			TX	TX	TX
20	21	22	23	24	25	26
TX	TX	TX	TX	TX		
27	28	29	30	31		
	PH	S				

Abbreviation:-

TX Transaction Date
S Settlement Date
PH Public Holiday

Settlement cycle based on weekly settlement: -

- Weekly settlement refers to settlement of transactions in 3 working days after weekly transactions date. The cut off date for weekly settlement cycle is on every Thursday.
 - Example: For transactions from Friday to next Thursday, settlement shall be on Tuesday, assuming there are no holidays during the week.
- The payout will be credited into merchant's dedicated bank account via IBG (Interbank GIRO). Crediting of payout to the merchant's dedicated bank account is subject to the merchant bank's standard operating procedures and is subject to IBG's crediting schedule.

Example: For transactions from Friday to next Thursday, Merchant shall receive payment latest by Tuesday subject to IBG's crediting schedule below:-

Before 5:00 am		
50000		By 11:00 am
5:01 am to 8:00 am		By 2:00 pm
8:01 am to 11:00 am	Same business day	By 5:00 pm
11:01 am to 2:00 pm		By 8:20 pm
2:01 pm to 5:00 pm		By 11:00 pm
After 5:00 pm	Next business day	By 11.00 am
Days eral Territory Public)	Next business day	By 11:00 am
	8:01 am to 11:00 am 11:01 am to 2:00 pm 2:01 pm to 5:00 pm After 5:00 pm Days eral Territory Public	8:01 am to 11:00 am 11:01 am to 2:00 pm 2:01 pm to 5:00 pm After 5:00 pm Next business day Days Partition Public Next business day



Settlement Cycle – Monthly Settlement (Monthly + 7th on the following month)

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2	3	4	5
		TX	TX	TX	TX	TX
6	7	8	9	10	11	12
TX						
13	14	15	16	17	18	19
TX						
20	21	22	23	24	25	26
TX						
27	28	29	30	31		
TX	TX	TX	TX	TX		

MON	TUE	WED	THU	FRI	SAT	SUN
		1	2 PH	3	4	5
6	7 S	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Abbreviation:-

TX Transaction Date
S Settlement Date
PH Public Holiday

Settlement cycle based on monthly settlement: -

Monthly settlement refers to settlement of transactions by 7th of the following month
after monthly transactions date. The cut off date for monthly settlement cycle is based
on calendar month.

Example: For transactions 1st to 31st July, settlement shall be on 7th of Aug,.

 The payout will be credited into merchant's dedicated bank account via IBG (Interbank GIRO). Crediting of payout to the merchant's dedicated bank account is subject to the merchant bank's standard operating procedures and is subject to IBG's crediting schedule.

Example: For transactions from 1^{3t} to 31^{3t} July, Merchant shall receive payment latest by 7^{th} of Aug subject to IBG's crediting schedule below:-

Payment initiated by KPSB		* Fund Received by Beneficiaries		
	Before 5:00 am		By 11:00 am	
	5:01 am to 8:00 am		By 2:00 pm	
Business Days	8:01 am to 11:00 am	Same business day	By 5:00 pm	
(Monday – Friday)	11:01 am to 2:00 pm		By 8:20 pm	
	2:01 pm to 5:00 pm		By 11:00 pm	
	After 5:00 pm	Next business day	By 11.00 am	
Non-Business Days (Saturday, Sunday and Federal Territory Public Holidays)		Next business day	By 11:00 am	
der normal circumstanc	es			



APPENDIX A ADDITIONAL LIST AND SITES

Payment Services: ☐ E-Wallet Only ☐ Card Acceptance Only ☐ Both E-Wallet & Card Acceptance

No.	Merchant DBA* Name	Address	PIC Contact Name	PIC Contact Number	Operating Hours	E-Wallet Functionality (Static QR, Merchant Scan User, OAT)

^{*} DBA – doing business as