

## **D. CENTRAL DEPOSITORY (CDP) SECURITIES ACCOUNT OPENING AND DIRECT CREDITING SERVICE (DCS) ACTIVATION**

### **D.1 GENERAL INFORMATION**

- 1. Why do I need to open a CDP Securities account to buy Savings Bonds?**
  - You will need to have an Individual CDP Securities account as a holding account to deposit your Savings Bonds. Savings Bonds may not be held in any other types of CDP accounts (such as joint accounts) or in accounts outside CDP.
  
- 2. Can Savings Bonds be placed into a joint CDP Securities account?**
  - You will require an Individual CDP Securities account in order to apply for Savings Bonds. Applications through other types of CDP accounts, including joint CDP Securities accounts, will be rejected.
  - Transfers of Savings Bonds from individual CDP Securities accounts to other types of CDP Securities accounts will also not be allowed.
  
- 3. Why must I apply for Direct Crediting Service (DCS)? What is DCS activation? Why do I need to do this?**
  - DCS allows CDP to credit your Singapore-dollar cash entitlements such as dividends and interest payments into your designated bank account. Your CDP Securities account must already have a DCS bank account linked up before you can apply for the Savings Bonds.
  - Participating DCS banks in Singapore are currently: Citibank, DBS/POSB, HSBC, OCBC, Standard Chartered Bank and UOB. There are no DCS banks outside Singapore.

## D.2 CDP SECURITIES ACCOUNT OPENING

### 4. How do I set up a CDP Securities account?

#### 1. Apply online

- Apply online at the SGX website [here](#).
- Singapore Citizens and PRs will be able to use MyInfo to assist with the application and will not need to provide supporting documents.
- Others can sign up and submit a scanned copy of supporting documents online.
- Upon submission of the online application, you will receive your CDP account number via email within 2 business days if your application is in order and if no further information is required.
- It takes an average of 10 business days from the time you submit the full application to the time that you receive notifications from CDP on the opening of the CDP Securities account and the activation of DCS.

#### 2. Send your application by mail to CDP if you are residing in Singapore

- Your application should include the following documents:
  - a. Completed CDP Securities account application form, including your bank account number (to apply for DCS).
  - b. Photocopy of your IC or passport.
  - c. Original copy or E-statement of ONE of the following, dated within the last 3 months, which cross-references the particulars in the NRIC/passport:
    - i. Bank statement from any MAS licensed bank; OR
    - ii. CPF statement; OR
    - iii. Notice of Tax Assessment.

Note: These documents will be retained by CDP.

- The CDP Securities account application form can be downloaded [here](#). You may also visit <http://www.sgx.com/cdp/faq>.
- Send your application to:
 

The Central Depository (Pte) Limited

11 North Buona Vista Drive  
#06-07 The Metropolis Tower 2  
Singapore 138589

**3. Visit the CDP Service Counter or any of the securities brokers listed at the end of this section in person**

- You need to bring along the following:
  - a. Your original IC or passport.
  - b. Your bank account number (to apply for DCS).
- To save time, you are encouraged to download, complete and bring along the CDP Securities account application form, and bring a photocopy of your IC or passport (whichever is required).

**5. Do I need to open another CDP Securities account if I already have one?**

- If you already have an individual CDP Securities account, there is no need to open another account.

**6. Do I need to open a trading account with my securities broker in order to purchase Savings Bonds?**

- It is not necessary to have a trading account with a securities broker to purchase Savings Bonds.

**7. I've forgotten if I have a CDP Securities account. How do I check if I have one?**

- You can contact the CDP Call Centre at Tel: 6535 7511 from 8.30am to 5pm (Mondays to Fridays) and 9am to 12.30pm (Saturdays) (excluding Public Holidays) to enquire.

**8. How long does it take to open a CDP Securities account and to activate DCS?**

- It takes an average of 10 business days from the time you submit the account application form to the time that you receive notifications from CDP on (i) the opening of the CDP Securities account; and (ii) activation of DCS.

- Please note that you will not be able to apply to buy Savings Bonds until you have received both of these notifications.

**9. Can my bank assist with the opening of CDP account and same day investment of Savings Bonds at any of its bank branches?**

- No, the opening of CDP Securities accounts is not available at the banks.

**10. Are there any charges for opening a CDP Securities account?**

- No.

### **D.3 DIRECT CREDITING SERVICE (DCS) ACTIVATION**

**11. I have CDP Securities Account but do not have a designated DCS bank account. How do I apply for DCS?**

1. Online through the CDP Internet service

- Click on “CDP Internet Service/Login”
- Click on “Customer Service/Direct Crediting Service”
- Click on “Click here to apply for DCS”
- Enter bank account details
- Click “Confirm”

Note: This option is only available if you have been issued a security token by CDP.

2. Complete the application form and mail the original signed copy to CDP at the following address. Please sign off the form as per CDP’s records to avoid delay in processing.

The Central Depository (Pte) Limited  
11 North Buona Vista Drive  
#06-07 The Metropolis Tower 2  
Singapore 138589

3. By visiting the CDP Customer Service Centre with relevant supporting documents (NRIC or passport) at:

9 North Buona Vista Drive  
#01-19/20  
The Metropolis  
Singapore 138588

- To save time for offline applications, you are encouraged to download and complete the DCS application form, and to bring along the completed form. The DCS application form can be downloaded [here](#). You may also visit <http://www.sgx.com/cdp/faq>.

**12. I've forgotten if I have a designated DCS bank account. How do I check if I have one?**

- You can check your DCS bank account number through the following channels:
  - a. Refer to the header section in your monthly CDP statement.
  - b. Online through the CDP Internet service at [www.sgx.com/cdp](http://www.sgx.com/cdp) using the following steps:
    - Click on “CDP Internet Service/Login”
    - Click on “Customer Service/Direct Crediting Service”
  - c. Contact CDP Call Centre at Tel: 6535-7511 from 8.30am – 5pm (Mondays – Fridays) and 9am – 12.30pm (Saturdays) (excluding public holidays) to enquire.

**13. Can I change the nominated bank account for DCS later?**

- Yes, you can change the nominated bank account for DCS.
- The process for changing the nominated account is the same as for DCS application. (Please refer to Question 81.)

MONETARY AUTHORITY OF SINGAPORE

Venue	Address	Operating hours
CDP Service Counter	9 North Buona Vista Drive #01-19/20 The Metropolis Singapore 138588	Mon – Fri, 8.30am – 5pm Sat, 8.30am – 12.00pm excluding Public Holidays
CIMB Securities Pte Ltd	50 Raffles Place #01-01 Singapore Land Tower Singapore 048623	Mon – Fri, 8.30am – 6pm excluding Public Holidays
DBS Vickers Securities Pte Ltd	12 Marina Boulevard Level 3 Marina Bay Financial Centre Tower 3 Singapore 018982	Mon – Fri, 8.30am – 6pm excluding Public Holidays
KGI Fraser Securities Pte Ltd	4 Shenton Way #13-01 SGX Centre 2 Singapore 068807	Mon – Fri, 8:45am – 6pm excluding Public Holidays
Lim & Tan Securities Pte Ltd	16 Collyer Quay #15-00 Income At Raffles Singapore 049318	Mon – Fri 8.30am – 5.45pm excluding Public Holidays
Maybank Kim Eng Securities Pte Ltd	<b>Customer Service Centres</b> 50 North Canal Road Singapore 059304  9 Temasek Boulevard #12-00 Suntec Tower Two Singapore 038989  <b>Investor Centres</b> 23 Serangoon Central #B2-39 Nex Singapore 556083  3 Gateway Drive #03-20 Westgate Singapore 608532	Mon – Fri, 9am – 6pm excluding Public Holidays          Mon – Sun, 10am – 10pm
OCBC Securities Pte Ltd	18 Church Street #01-00 OCBC Centre South Singapore 049479	Mon – Fri 8.30am – 5.30pm excluding Public Holidays
Phillip Securities Pte Ltd	Blk 710A Ang Mo Kio Ave 8 #01-2629 Singapore 561710 (Opposite Ang Mo Kio MRT)  Blk 636 #01-10 Bukit Batok Central Singapore 650636  Blk 43 #01-47 Holland Drive Singapore 270043	Mon – Fri, 9am – 6pm Sat 9am – 1pm excluding Public Holidays

MONETARY AUTHORITY OF SINGAPORE

Venue	Address	Operating hours
Phillip Securities Pte Ltd	<p>Blk 501 #01-275 Jurong West St 51 Singapore 640501</p> <p>Blk 133 Jurong Gateway Road #01-295 Singapore 600133</p> <p>Blk 80 #01-782 Marine Parade Central Singapore 440080</p> <p>Blk 177 #01-132 Toa Payoh Central Singapore 310177</p> <p>Blk 102 #01-264 Towner Road Singapore 322102</p> <p>Blk 306 #01-41 Woodlands St. 31 Singapore 730306</p> <p>1 Raffles Place #03-20 One Raffles Place Singapore 048616 250 North Bridge Road #06-00 Raffles City Tower Singapore 179101</p> <p>3 Shan Road (Phillip Investor Hub) Singapore 328104</p>	Mon – Fri, 9am – 6pm excluding Public Holidays
RHB Securities Singapore Pte. Ltd	10 Collyer Quay #09-08 Ocean Financial Centre Singapore 049315	Mon – Fri, 8.30am – 6pm excluding Public Holidays
UOB Kay Hian Securities Pte Ltd	<p>39 Circular Road Singapore 049395</p> <p>Blk 214 Bedok North St 1 #01-187 Singapore 460214</p> <p>Blk 134 Jurong Gateway Road #01-311 Singapore 600134</p>	Mon – Fri, 9am – 6pm excluding Public Holidays