

MEMORANDUM

TO : ALL DEALER'S REPRESENTATIVES (DR's)
FROM : THE MANAGEMENT
DATE : 25 SEPTEMBER 2024
SUBJECT : CHANGES TO THE AUTOMATIC SET OFF SEQUENCE

To better manage the collection of our rollover fees, miscellaneous bills and service and administrative charges (interest) due from clients, there will be some changes to the automatic set off sequence.

Credit balances such as trust, sales proceeds, contra gains...etc in the account will be automatically set off against outstanding.

The main changes are summarized as follows:

Before	After
1. P-Contracts without quantity	1. Rollover
2. P-Contracts for suspended stocks	2. Miscellaneous Bills
3. Discretionary Financing charges	3. Service & Administrative charges (Interest)
4. Contra Losses	4. P-Contracts without quantity
5. Rollover	5. P-Contracts for suspended stocks
6. Miscellaneous Bills	6. Discretionary Financing charges
7. Service & Administrative charges (Interest)	7. Contra Losses

The above changes will take effect on 1 October 2024.

Please be guided accordingly.

Thank you.

