



# Bank Resona Perdania

Menara Mulia, Lantai 5 dan 6, Suites 501 dan 601  
Jl. Jend. Gatot Subroto Kav. 9-11  
Karet Semanggi, Setiabudi  
Jakarta Selatan 12930, Indonesia

Telp. : +62-21-570-1958  
Fax. : +62-21-570-1936  
SWIFT : BPIAIDJA  
Website : www.perdania.co.id

To.  
**Our Valued Customers**  
**PT Bank Resona Perdania**

Jakarta, February 2017

## **ANNOUNCEMENT**

No. 004/PGM/BRP/PLD/II/2017

In relation with the issuance of:

1. Bank Indonesia Regulation (PBI) No. 18/41/PBI/2016 dated November 21, 2016 regarding Bilyet Giro
2. Circular Letter of Bank Indonesia (SEBI) No. 18/32/DPSP dated November 29, 2016 regarding Bilyet Giro
3. Bank Indonesia Regulation (PBI) No. 18/43/PBI/2016 dated December 22, 2016 regarding the Changing of PBI No. 8/29/PBI/2006 regarding National Black List (DHN) the Drawer of Blank Cheque and/or Bilyet Giro
4. Circular Letter of Bank Indonesia (SEBI) No. 18/39/DPSP dated December 28, 2016 regarding the Second Changing of SEBI No. 9/13/DASP dated June 19, 2007 regarding National Black List (DHN) the Drawer of Blank Cheque and/or Bilyet Giro
5. Circular Letter of Bank Indonesia (SEBI) No. 18/40/DPSP dated December 30, 2016 regarding the Changing of SEBI No. 18/7/DPSP dated May 2, 2016 regarding the Implementation of Fund Transfer and Scheduled Clearing by Bank Indonesia

Herewith we inform the provisions as follows :

### **BILYET GIRO**

Front Page

Bank Resona Perdania BILYET GIRO NO. 139876	Collected Bank <b>Bank Resona Perdania</b> <small>Peserta KIRING Warkat Luar Wilayah</small>		<b>BILYET GIRO</b> No. 139876 -F Place of Issue ..... Issue Date...	
	Diminta kepada Saudara supaya pada tanggal ..... Effective Date ..... <i>You are requested on (date)</i>		Rp. ..... Amount in Number ..... rekening kami sejumlah ..... <i>account the sum of</i>	
Tgl. / Date Kepada / To Untuk / For Sisa terbit / Balance brought forward Rp. Perkiraan / Amount deposited Rp. Jumlah / Total Rp. GIRO ini / Amount this GIRO Rp. Sisa / Balance Carried forward Rp.	( ..... ) untuk utang rekening nomor ..... Account NO. of ..... <i>to the account number</i>		atas nama ..... Name of ..... <i>the name</i>	
Customer's Personalization *) nominal dalam huruf/amount in words		pada Bank ..... Recipient Bank ..... <i>with the Bank</i>		Signature and Name of Account Owner Tanda tangan (dan cap perusahaan) Signature and Stamp (jangan melewati garis batas ini/Do not sign below this line)
⑈ 139876⑈047⑈0300⑈		10		



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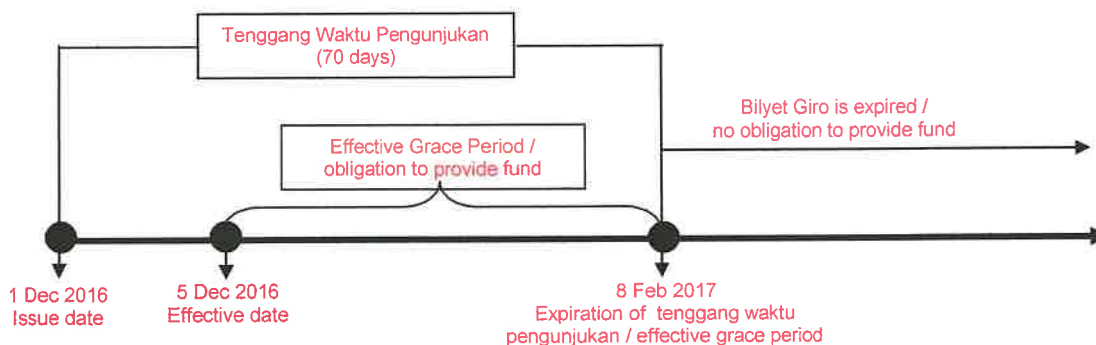
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## Back Page

### Bilyet Giro:

1. Tidak dapat dibatalkan dan tidak dapat dipindahtangankan.
2. Diterbitkan dalam mata uang Rupiah.
3. Tidak dapat ditarik tunai.
4. Hanya dapat ditagihkan ke Bank sejak Tanggal Efektif.
5. Wajib diisi lengkap sejak diterbitkan.
6. Tanggal Efektif harus berada dalam masa berlaku Bilyet Giro
7. Masa berlaku Bilyet Giro 70 (Tujuh Puluh) hari sejak Tanggal Penarikan.
8. Tunduk pada ketentuan yang diterbitkan oleh Bank Indonesia
9. Maksimal 3 (tiga) kali koreksi.

1. The back page on Bilyet Giro is the new format for Bilyet Giro and will be effective since April 1, 2017 ; for old format of Bilyet Giro can still be used until December 31, 2017.
2. The Account Owner must fulfill formal requirement of Bilyet Giro in accordance with the Guideline of Formal Requirement Fulfillment as mentioned in Attachment I.
3. The fulfillment of formal requirement at the issuance of Bilyet Giro as mentioned in number 2 must be done by the Account Owner before submitting Bilyet Giro to the Recipient.
4. The fulfillment of formal requirement as mentioned in number 2 must be done in Indonesia language.
5. The fulfillment of formal requirement for the fund booked must be done in Rupiah currency with maximum amount for 1 (one) Bilyet Giro is Rp. 500,000,000.- \*)  
**\*) the deadline for Bank to process clearing document with amount > Rp. 500,000,000.- is on March 30, 2017.**
6. The fulfillment of formal requirement for the effective date must be in *Tenggang Waktu Pengunjukan* which is in the period of 70 (seventy) days since issue date ; *tenggang waktu pengunjukan* is validity period of Bilyet Giro ;





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7. The writing of the clear name of Account Owner can be done by Collected Bank through customer's personalization which done at the issuance of the book of Bilyet Giro by Collected Bank before submitting to customers ; the customer's personalization should be consists at least the name of Account Owner in accordance with the name administrated by Collected Bank ; if the customer's personalization is not done by Collected Bank on the document of Bilyet Giro, the Account Owner must state the clear name of Account Owner or the name of legal / business entity of the Current Account Owner.
8. The fulfillment of formal requirement for the signature of Account Owner must be done by the Account Owner by using wet signature in accordance with the specimen administrated by Bank and for legal / business entity can be completed with stamp in accordance with the agreement of current account opening.
9. In the event of mistake in writing in Bilyet Giro, the Account Owner must make correction by crossing out the wrong writing and make the correction (if needed) which must be signed by the Account Owner in nearest blank space with the writing corrected with maximum correction is 3 (three) times.
10. Bilyet Giro is not transferable and only able to be paid to the name of Recipient written in Bilyet Giro ; the submission of Bilyet Giro must be done by Recipient or party who receive power of attorney which registered at Recipient Bank, in a form of List of Assigned Officer for Limited Power of Attorney as mentioned in Attachment II ; Customers are welcomed to change or add the form in order to accomodate the activity of submission of Bilyet Giro ; therefore, Bilyet Giro or Cheque is not destined for media for other transaction such as LLG, RTGS or tax ;
11. The Account Owner can not revoke Bilyet Giro during *Tenggang Waktu Pengunjukan*.
12. The Account Owner can block the payment of Bilyet Giro with reasons :
  - a. Lost or stolen which must be enclosed with police's certificate
  - b. Bilyet Giro can not be used because of damaged which must be enclosed with the damaged Bilyet Giro.
13. The rejection of Bilyet Giro is done by Collected Bank or Recipient Bank as stated in the attachment of PBI and SEBI mentioned above.
14. The Collected Bank who rejects Bilyet Giro must hold and postpone the payment of Bilyet Giro which is alledgedly false or the content of Bilyet Giro is alledgedly manipulated and must follow up by conducting verification at the latest 1 (one) next working day.



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15. Cheque acts as a debit document (non cash payment instrument through Clearing Debit Document Service) refers to the provisions of Bilyet Giro mentioned above.

The provision number 3, 4, 5, 6, 7, 9, 10, 14 and 15 will be effective since April 1, 2017 whereas for other provisions are remains valid in accordance with previous regulation.

The complete provision of the regulation can be downloaded from Bank Indonesia website : [www.bi.go.id](http://www.bi.go.id)

Attachment :

- I. Guideline of Formal Requirement Fulfillment
- II. List of Assigned Officer for Limited Power of Attorney

**Best Regards,**  
**PT Bank Resona Perdania**

## GUIDELINE of FORMAL REQUIREMENT FULFILLMENT

### CHEQUE

Bank Resona Perdania CEK / CHEQUE NO. 079626		Bank Resona Perdania	Peserta Klining Warkat Luar Wilayah	<b>1</b> CEK No. 079626 -E CHEQUE	<b>5</b> Jakarta 1 Februari 2017
Tgl / Date	<b>3</b> Atas penyerahan cek ini bayarkan kepada Pay Against this cheque to the order of			<b>4</b> Seratus Juta Rupiah	
Kepada / To	Uang sejumlah rupiah (dalam huruf) The sum of rupiah			Rp. <b>4</b> 100,000,000	
Untuk / For				<b>6</b> 	
Sisa terdahulu / Balance brought forward Rp.	<b>* PT. ABC</b> 9875654321			<b>7</b> PT. ABC	
Penyetoran / Amount deposited Rp.	*) coret kata-kata "atau pembawa" apabila cek dimaksudkan untuk dibayarkan hanya kepada nasabah yang namanya tercantum dalam cek			Tanda tangan (dan cap perusahaan) (jangan melewati garis batas ini)	
Jumlah / Total Rp.					
Cek ini / Amount this Cheque Rp.					
Sisa / Balance Carried forward Rp.	⑈079626⑈047⑈0300⑈			00	

\*) customer's personalization done by Collected Bank for at least name of Account Owner

**Obligation to fulfill formal requirement by Collected Bank :**

- Number 1 : name "Cheque" and number of Cheque
- Number 2 : name of Collected Bank
- Number 3 : unconditional instruction to pay for certain amount

**Obligation to fulfill formal requirement by Account Owner :**

- Number 4 : amount in letter and number completely
- Number 5 : place and issue date
- Number 6 : signature of Account Owner
- Number 7 : clear name of Account Owner (if there is no customer's personalization)

### BILYET GIRO

Bank Resona Perdania BILYET GIRO NO. 139876		Bank Resona Perdania	Peserta Klining Warkat Luar Wilayah	<b>1</b> BILYET GIRO No. 139876 -F	<b>7</b> Jakarta 1 Februari 2017
Tgl / Date	<b>8</b> 1 Februari 2017			<b>3</b> memindahkan dana atas beban to transfer funds to the debit of our	
Kepada / To	Diminta kepada Saudara supaya pada tanggal You are requested on (date)			Rp. <b>6</b> 100,000,000	
Untuk / For	rekening kami sejumlah account the sum of			<b>6</b> Seratus Juta Rupiah	
Sisa terdahulu / Balance brought forward Rp.	<b>4</b> 123456789			<b>4</b> Barata	
Penyetoran / Amount deposited Rp.	untuk untung rekening nomor to the account number			pada Bank <b>5</b> XYZ	
Jumlah / Total Rp.	<b>* Badu Saputra</b> 9875654321			<b>9</b> 	
GIRO ini / Amount this GIRO Rp.	*) nominal dalam huruf/amount in words			<b>10</b> Badu Saputra	
Sisa / Balance Carried forward Rp.	⑈139876⑈047⑈0300⑈			⑈0	

\*) customer's personalization done by Collected Bank for at least name of Account Owner

**Obligation to fulfill formal requirement by Collected Bank :**

- Number 1 : name "Bilyet Giro" and number of Bilyet Giro
- Number 2 : name of Collected Bank
- Number 3 : unconditional and clear instruction to overbook certain amount of current account of Account Owner

**Obligation to fulfill formal requirement by Account Owner :**

- Number 4 : name and account number of Recipient
- Number 5 : name of Recipient Bank
- Number 6 : amount in letter and number completely
- Number 7 : place and issue date
- Number 8 : effective date
- Number 9 : signature of Account Owner
- Number 10 : clear name of Account Owner (if there is no customer's personalization)



# DAFTAR PETUGAS UNTUK KUASA KHUSUS

## LIST OF ASSIGNED OFFICER FOR LIMITED POWER OF ATTORNEY

Kepada/To : PT. Bank Resona Perdania

Nama <i>Name</i>	:	
Alamat <i>Address</i>	:	
Nomor Telepon <i>Telephone No</i>	:	

Berikut nama-nama petugas yang diberikan kuasa khusus, sebagai berikut:  
*Hereby name of assigned officers for limited power of attorney as follows:*

No.	Nama <i>Name</i>	Nomor Identitas <i>ID Card No</i>	A	B	C	D	E	F	G	H	I	J	K
1			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Keterangan/Remarks:**

- A. Memberikan slip penarikan dan menerima uang tunai/*Submit cash withdrawal form and receive the cash*
- B. Memberikan resi cek dan giro/*Submit cheque receipt and giro order*
- C. Mengambil buku cek dan giro/*Collect cheque and giro book*
- D. Memberikan/menerima slip pemindahbukuan internal atau transfer/*Submit/Collect internal or outgoing transfer*
- E. Menerima/mengambil cetakan rekening koran (harian atau bulanan)/*Collect print out account statement (daily or monthly)*
- F. Menerima/mengambil nota-nota, SSP atau Warkat Kliring /*Collect notes , SSP or Clearing item*
- G. Memberikan dan menerima dokumen ekspor/*Submit and collect export documents*
- H. Memberikan dan menerima dokumen Import/*Submit and collect import documents*
- I. Memberikan dan menerima dokumen kredit/*Submit and collect loan documents*
- J. Menanyakan Saldo/*Ask for balance Inquiry*
- K. Memberikan cek/bilyet giro untuk transaksi Kliring/*Submit cheque/bilyet giro for Clearing transaction*

**Terlampir fotocopy identitas dari petugas tersebut diatas.**  
*Attached copy of the identity card of the officials mentioned above.*

Kuasa ini berlaku sampai adanya pembatalan tertulis dari kami atau dengan memberikan asli Daftar Petugas untuk Kuasa Khusus baru kepada bank, dan segala akibat yang timbul di kemudian hari sehubungan dengan pemberian kuasa khusus ini menjadi tanggung jawab kami sepenuhnya.  
*This power of attorney is valid only until written cancellation notice is submitted to bank or by submitting original new List of Assigned officer For Limited Power of Attorney is presented on behalf of the company to the Bank and all consequences that might arise will be our responsibility.*

<b>Diisi oleh Bank</b> <i>Filled by Bank</i>			
Tanggal Efektif <i>Effective Date</i>	: <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>		
No. Nasabah <i>Customer No.</i>	: <input style="width: 100%;" type="text"/>		
Collated By:	<table border="1" style="margin: auto;"> <tr><td style="width: 50px; height: 40px;"></td><td style="width: 50px; height: 40px;"></td></tr> </table>		
	Nama <i>Name</i> : _____ Jabatan <i>Position</i> : _____		

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_



Tanda Tangan  
*Authorized Signature*