



Boustead Petroleum Marketing Sdn Bhd 196401000488
(A member of Boustead Group)

AUTHORISATION LETTER FOR CONVERSION OF ACCOUNT

In our continuous effort to enhance the efficiency and quality of the services we offer, we at **Boustead Petroleum Marketing Sdn Bhd [Company No.: 196401000488 (5783-T)]** are reaching out to obtain for your explicit authorization for specific actions related to the transfer or conversion of your account holdings.

This letter is to formally request your consent, allowing Boustead Petroleum Marketing Sdn Bhd, henceforth referred to as “BHPetrol” the authority to either transition your current BHPetrol X-Fleet account into BHPetrol X-Fleet Subsidy Account or BHPetrol Cash Card Account. This request is henceforth known as the “Authorization Letter”.

Liability Disclaimer

Please note that should Malaysian Department of Transportation and Communication Licensing (MDTCL) reassess or rescind any approval previously granted approvals, it is the responsibility of your company to resolve any related issues directly with MDTCL. BHPetrol, may at its discretion, offer reasonable assistance in relation to the regulatory compliance; however, BHPetrol will not be liable for any consequences arising from such regulatory decision.

Response Timeframe

Should your company consent to transfer or conversion, please sign the attached Acceptance & Acknowledgement section and return to within seven (7) days from the date of this letter. You may opt to e-sign and send it via email to xfleet@bhpetrol.com.my or you can send the physical copy to our business office, at the following address. Please ensure that any physical submissions reach us no later than seven (7) days from the date of this letter.

Boustead Petroleum Marketing Sdn Bhd
Level 15, Surian Tower, No. 1
Jalan PJU 7/3, Mutiara Damansara
47810 Petaling Jaya
Selangor Darul Ehsan
Attention to: Fleetcard Operations

Withdrawal of Consent

You have the right to withdraw your authorization for the conversion into the BHPetrol X-Fleet Subsidy Account or BHPetrol Cash Card Account at any time by providing written notice to BHPetrol. Upon receipt of your withdrawal request, BHPetrol will process the

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application within 30 days. The withdrawal notice should follow the same channels provided above for the conversion process. Additionally, BHPetrol reserves the right to seek clarification regarding the withdrawal in order to fully understand your intent and any related concerns.

Data Protection Notice

We respect your privacy and are committed to protecting your personal data. Any information provided to BHPetrol will be handled per the Personal Data Protection Act 2010 (PDPA). We may disclose necessary information to our agents and affiliates solely to facilitate the account conversion or transfer and ensure compliance with applicable laws and regulations.

Acceptance of Conditions

By signing below, you acknowledge that you have read, understood, and accepted the terms set forth in this Authorization Letter.

For any questions or further clarification regarding this Authorization Letter, please contact our BHPetrol Customer Service Centre at 03-7890 5111 (Mon-Fri, 8AM – 6PM & Sat 8AM-2PM, except National Public Holidays) or you may e-mail us at xfleet@bhp petrol.com.my.

Yours faithfully,

Boustead Petroleum Marketing Sdn Bhd (5783-T)

Khairusy Shakirin Bin Samsi (ciscm,cpp)

Deputy General Manager, CXC - Customer Experience Centre

ACCEPTANCE & ACKNOWLEDGEMENT

This document serves to confirm that we, _____
[Company Name & Registration of Company] - located at:
_____ [Company]

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Address] , acknowledge the receipt of the approval letter from Ministry of Domestic Trade and Costs of Living (“MDTCL”) in relation to company’s eligibility for the subsidised Diesel or Petrol program.

- | | |
|--------------------------|-----------------------------|
| ☐ | Normal X-Fleet Card |
| ☐ | X-Fleet Diesel Subsidy Card |
| ☐ | Diesel Subsidy Cash Card |
| ☐ | X-Fleet Petrol Subsidy Card |
| ☐ | Petrol Subsidy Cash Card |

We hereby grant permission to **Boustead Petroleum Marketing Sdn Bhd [Company No.: 196401000488 (5783-T)] (“BHPetrol”)** to either convert or transfer current BHPetrol X-Fleet account into BHPetrol X-Fleet Subsidy Account or BHPetrol Cash Card Account. This authorization letter shall take effect within three (3) working days together with approval letter from MDTCL. It is incumbent upon BHPetrol to notify us of the successful account conversion or transfer.

Furthermore, we authorize BHPetrol to disclose the necessary information provided by us or our employees to BHPetrol to its agent and affiliate any information furnished by the company or its employees to BHPetrol for the purpose of facilitating the account conversion or transfer, unless specified otherwise.

We affirm the accuracy and truthfulness of the details furnished to BHPetrol, notices and other information furnished or required to be furnished to BHPetrol from time to time for the abovesaid purpose. It is our responsibility to notify BHPetrol in writing of any alterations to this information.

By signing below, we _____ **[Company Name & Registration of Company]**, acknowledge having read and fully understood this Authorization Letter hereby signify our agreement and acceptance of the same by placing our signature herein below.

Yours faithfully,

.....

Director/ Owner Signatory’s name:

Date:

Company Stamp:

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