



# D-U-N-S® Number Request Form Singapore only

**Business Name:** \_\_\_\_\_

**Also Known As:**  
(Trade Style) \_\_\_\_\_

**Previous Business Name**  
(if any): \_\_\_\_\_

**Date of Name Change:** \_\_\_\_\_

(dd-mm-yy)

| Physical Address Details |       |
|--------------------------|-------|
| <b>Street :</b>          | _____ |
| <b>Building :</b>        | _____ |
| <b>Unit :</b>            | _____ |
| <b>Postcode :</b>        | _____ |

**Telephone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Company E-mail address:** \_\_\_\_\_

**Company URL:** \_\_\_\_\_

|                         |   |  |  |
|-------------------------|---|--|--|
| <b>Legal Structure:</b> | <input type="checkbox"/> <b>Public Limited Company</b>        | <input type="checkbox"/> <b>Private Limited Co</b> | <input type="checkbox"/> <b>Proprietorship</b> |
|                         | <input type="checkbox"/> <b>Partnership</b>                   | <input type="checkbox"/> <b>Government Dept</b>    | <input type="checkbox"/> <b>Non-Profit</b>     |
|                         | <input type="checkbox"/> <b>Others (Please specify)</b> _____ |  |  |

|                                  |                                     |                     |
|----------------------------------|-------------------------------------|---------------------|
| <b>Registry Details:</b>         | <b>Date Registered:</b> (dd-mm-yy)  | _____ - _____       |
|                                  | <b>Company Registration Number:</b> | _____               |
| <b>Authorized Capital:</b> _____ |                                     |                     |
| <b>Paid-Up Capital:</b>          | _____                               | <b>As of:</b> _____ |



Decide with Confidence

|                         |  |                |               |
|-------------------------|--|----------------|---------------|
| <b>CEO's Name :</b>     |  | <b>Title :</b> | <b>Email:</b> |
| <b>Finance Name :</b>   |  | <b>Title :</b> | <b>Email:</b> |
| <b>IT Name :</b>        |  | <b>Title :</b> | <b>Email:</b> |
| <b>HR Name :</b>        |  | <b>Title :</b> | <b>Email:</b> |
| <b>Sales/Mktg Name:</b> |  | <b>Title :</b> | <b>Email:</b> |

**Line of Business** \_\_\_\_\_  
(Please specify) \_\_\_\_\_

|  |   |
|--|---|
| <b>Does your Company involve in Import &amp; Export?</b> | <b>Number of Employees at this address:</b> |
| <b>Import:</b> ( ) Yes ( ) No                            | <b>Number of Employees in total:</b>        |
| <b>Export:</b> ( ) Yes ( ) No                            | (inclusive of branches & subsidiaries)      |

|  |   |
|--|---|
| <b>Is this business a</b> ( ) <b>Branch</b>                          | ( ) <b>Subsidiary</b>   |
| If branch is chosen, please provide <b>Headquarter</b> details below | If subsidiary is chosen, please provide <b>Parent Company</b> details below |

|  |                            |
|--|----------------------------|
| <b>Business Name:</b> _____            | <b>Floor Number:</b> _____ |
| <b>Room Number:</b> _____              |                            |
| <b>Building Name:</b> _____            |                            |
| <b>Street No. /Name:</b> _____ - _____ |                            |
| <b>District:</b> _____                 | <b>State:</b> _____        |
| <b>Country:</b> _____                  |                            |
| <b>Manager:</b> _____                  |                            |

|  |                             |
|--|-----------------------------|
| <b>Please send the requested D-U-N-S® Number to the following:</b> |                             |
| <b>Name:</b> _____   |                             |
| <b>Telephone Number:</b> _____                                     | <b>Email Address:</b> _____ |
| <b>Fax Number:</b> _____   | <b>Date:</b> _____          |



Decide with Confidence

**There is a charge of SGD 37.45 (inclusive of 7% GST) per D-U-N-S Number request. Please specify your payment option (below):**

**Local Payment only**

***By Bank Transfer***

*Please deposit at:-*

Bank: Hong Kong and Shanghai Banking Corporation Ltd (Suntec City branch)

A/C #: 149-096091-001 (SGD A/C)

A/C Name: Dun & Bradstreet (Singapore) Pte Ltd

*and fax the pay-in receipt to (65) 6778-4627 together with this request form*

***By Bank Cheques***

*Please make cheque payable to **Dun & Bradstreet (Singapore) Pte Ltd***

***By Credit Card***

(a) Name of card holder:

(b) Card No:

(c) Expiry Date:

(d) Card Type (Visa/Master):

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**Please send the completed form to the following:**

Fax : (65) 6778-4627  
Email : william.chia@dnb.com.sg  
Address : Dun & Bradstreet (Singapore) Pte Ltd  
20 Harbour Drive  
PSA Vista #02-01B  
Singapore 117612  
Attention : Mr. William Chia

\*\*\* Your D-U-N-S ® Number will be sent to you within 3 days from receipt of the request and payment confirmation.

**For further inquiries, please call: (65) 6513 - 8344 (830am – 530pm, Mon-Fri, Singapore time) or email: william.chia@dnb.com.sg**