Date: [DDMMYYYY]

[NAME]

[COMPANY NAME]

[COMPANY ADDRESS]

Dear [NAME],

**Secure Pass Access for KFH Online for Business Banking**

Thank you for choosing KFH Online.

We are pleased to inform you that [COMPANY NAME] has successfully been registered on KFH Online.

Please refer to the following for details: -

**Username :**

**Role :**

**Email Address :**

Enclosed is your Secure Pass, as a security device for your role as an Approver. First-Time Login (FTL) users are required to activate their account by calling our Contact Centre at 1300 888 534 (Mon-Sun, 8:00am-8:00pm).

**Before activating your account, you are required to observe the following to safeguard your Secure Pass:**

1. **Always keep your Secure Pass in a safe, private and secure place.**
2. **Never allow any unauthorised person from using or storing your Secure Pass, apart from the User, i.e. the Approver.**
3. **The User of Secure Pass must not reveal the Secure Pass Serial Number to anyone.**
4. **Avoid writing down your user ID and Secure Pass Serial Number that can be easily obtained or viewed by the public.**

**Should your Secure Pass Serial Number be compromised, or an unauthorised transaction been performed, or Secure Pass be lost, please notify the Bank, via our Contact Centre at 1300 888 534, immediately.**

Upon successfully activating your account, you may login via <http://www.kfhonline.com.my> to start enjoying the services.

Thank you.