



eBenefits
User ID Request Form

Requester Name : _____	Date : _____
Company Name : _____	Designation : _____
Company Address : _____	Contact Number : _____
_____	Email Address : _____

S/N	Preferred User ID (in Capital Letters)	Email address (company issued email address only)	Mobile number (For OTP purpose)	User Type	Policy Number	For AIA use only	
						Approved by:	Issued by:
1							
2							
3							
4							
5							

REMARKS: Please see page 2 for detail instruction on valid user ID formats and other important notes.

AGREEMENT/CONSENT:

1. I have read the information about the use of electronic records to access Policy Records maintained by AIA Singapore.
2. I consent to the use of electronic signatures to access and sign Policy Records with AIA Singapore in place of written documents and handwritten signatures.
3. I have an account with an Internet service provider and I am able to send e-mail and receive e-mail with hyperlinks to websites.

Authorized Person and Signature *

* Mandatory

Company Stamp *

Date



Important NOTES:

1. Preferred User ID

You may specify your own user ID but the format should be as follows:

Format: [aaaaaaaaaaaaa@polno](#) (max. 20 characters)

where “[aaaaaaaaaaaaa](#)” your preferred name 14 characters or less.

- @ is mandatory
- polno will the last five(5) digit of your policy number
(e.g. polno is 0000012345, the last 5 digit will be 12345)

Sample of a valid User IDs name: [myname@12345](#)

2. Please fax or email us the original, signed and stamped with your company stamp.

Email: sg.eb.customer@aia.com Fax: +65 6538-5603

3. Your password will be emailed to you within 5 working days.

4. If your policy is on a headcount administration, the member information may not be complete due to the nature of this particular administration.

5. AIA shall not be liable for any unauthorized access of eBenefits. For staff with eBenefits access, please inform us promptly of their resignation in advance.

Thank you for using AIA Service



eBenefits Terms of Use and ID Request Form

eBenefits will serve as a one stop online information resource and services for AIA Group insurance business. The system provides quick and direct access to key information and functionality.

TERMS OF USE AND AGREEMENT TO USE ELECTRONIC RECORDS AND SIGNATURES

This notice contains important information that you are entitled to receive before you consent to transact business with us electronically. Please read this notice carefully.

DISCLAIMER

To the fullest extent permissible pursuant to applicable law, the materials on this website are provided "as is" and without warranties of any kind either expressed or implied and AIA Singapore Private Limited and its subsidiaries, affiliates and related companies (collectively, "AIA Singapore") disclaim all warranties, expressed or implied, including, but not limited to, implied warranties of merchantability and fitness for a particular purpose. AIA Singapore does not warrant that the functions contained in the materials will be uninterrupted or error-free, that defects will be corrected, or that this website or the server that makes it available are free of viruses or other harmful components. AIA Singapore does not warrant or make any representations regarding the use or the results of the use of the materials on this website in terms of their correctness, accuracy, reliability, or otherwise. You (and not AIA Singapore) assume the entire cost of all necessary servicing, repair, or correction to your own property. The information and descriptions contained herein are not necessarily intended to be complete descriptions of all terms, exclusions and conditions applicable to the products and services, but are provided solely for general informational purposes. For complete details please refer to the actual policy or the relevant product or services agreement. This website may be linked to other websites which are not maintained by AIA Singapore. AIA Singapore is not responsible for the content of those websites. The inclusion of any link to such websites does not imply approval of or endorsement by AIA Singapore of the websites or the content thereof.

LIMITATION OF LIABILITY

While AIA Singapore uses reasonable efforts to include accurate and up-to-date information on this website, errors or omissions sometimes occur. To the fullest extent permissible under applicable law, AIA Singapore makes no warranties or representations as to the accuracy of the content of this website and under no circumstances, including, but not limited to, negligence, shall AIA Singapore or any party involved in creating, producing, or delivering the website be liable to you for any direct, incidental, consequential, indirect, or punitive damages that result from the use of, or the inability to use, the materials on this website, even if AIA Singapore or an AIA Singapore authorized representative has been advised of the possibility of such damages. In no event shall AIA Singapore's total liability to you for all damages, losses, and causes of action exceed the amount paid by you, if any, for accessing this website.

AIA Singapore also assumes no responsibility, and shall not be liable for, any damages to, or viruses that may infect, your computer equipment or other property as a result of your access to, use of, or browsing in the website or your downloading of any materials, data, text, images, video, or audio from this website.

RESTRICTIONS ON USE OF MATERIALS

This website is owned and operated by AIA Singapore. Except as otherwise expressly permitted by AIA Singapore, no materials from this website or any website owned, operated, licensed or controlled by AIA Singapore may be copied, reproduced, republished, uploaded, posted, transmitted, or distributed in any way. You may download material displayed on this website for your use only, provided that you also retain all copyright and other proprietary notices contained on the materials. You may not distribute, modify, transmit, reuse, repost, or use the content of this website for public or commercial purposes, including the text, images, audio, and video without AIA Singapore's written permission.

AIA Singapore neither warrants nor represents that your use of materials displayed on this website will not infringe rights of third parties.