

## Form Guide for new Form NP 728

### Objective

1. This guide explains the features found in the new Form NP 728. This new form is meant to be submitted to the Suspicious Transaction Reporting Office (STRO) via the STRO Online Notices and Reporting Platform (SONAR), an electronic online filing platform.
2. This form guide is **NOT** the prescribed report under Section 48C and Section 48E of the Corruption, Drug Trafficking and Other Serious Crimes (Confiscation of Benefits) Act.

### Features in the new Form NP 728

#### General Guidance:

A **reference number** is found on each page and will be system-populated when the form is successfully submitted on the filing platform. Quote this number when corresponding with STRO on the submitted form.

**Fields with an asterisk** are mandatory and must be completed.

**Fields in red** have been incorrectly filled and must be corrected.

Reference No.

Form NP 728

Particulars of Declarant Information on CBNI Declaration

**Part I: Particulars of Declarant**

I am making this report\* ☐ Myself ☐ On behalf of another person ☐ On behalf of another entity

Movement of CBNI\* ☐ Entering Singapore ☐ Leaving Singapore

Full Name

Date of Birth\* (DD/MM/YYYY)


Gender\* ☐ Male ☐ Female


ID Type\*

You can click on the **tab headers** to quickly access the different Parts of the report. No input is required for Parts which are not applicable.

**Greyed-out fields** will be system-populated when the form is successfully submitted on the filing platform. These greyed-out fields do not have to be completed. **A copy of the submitted form with the system-populated information will be available for download upon successful submission.**

When you **hover your mouse** over active fields or blue icons (for greyed-out fields), a short description of the field will appear. You may refer to the descriptions of the fields if you are unsure of how to complete the form.

Full Name 

Date of Birth\* (DD/MM/YYYY) 

Gender\*

ID Type\*

Passport Number / ID Number\*

Country of Issue\*



Nationality\*

Occupation / Profession\*


This field will be auto-completed when the form is submitted to STRO through the E728 electronic online platform based on the CorpPass account that is used to log in. You will have the opportunity to check the accuracy of the information before the final submission.

Fields with arrows have **drop down lists**. You can click on the arrow to see all selections available, scroll to select the field or type the first alphabet of the field (e.g. in Occupation, type "U" for "Unemployed") to jump to a particular field.


Number of CBNI: 1

CBNI  

CBNI Type\* ☐ Currency ☐ Traveller's Cheque ☐ Cheque ☐ Money Order ☐ Bill Of Exchange ☐ Promissory No ☐ Others

Currency Code\* 

Amount\* (to nearest whole number)

Do you own the CBNI\* 

Source of CBNI

Intended Recipient of CBNI ☐ Person Entity ☐ Business Entity

- Afghan Afghani (Defunct) - AFA
- Afghanistan Afghani - AFN
- Albania Lek - ALL
- Algerian Dinar - DZD
- Andorran Franc (Defunct) - ADF
- Andorran Peseta (Defunct) - ADP
- Angola Kwanza - AOA
- Angolan Kwanza (Defunct) - AOK

When there are **“+”** and **“-”** buttons, more than one entry is allowed.

- Use the “+” button to add up to 20 entries.
- Use the “-” button to delete entries (data deleted is irreversible).

## Part I: Particulars of Declarant

**Part I: Particulars of Declarant**

I am making this report\* ☐ Myself ☐ On behalf of another person ☐ On behalf of another entity

Movement of CBNI\* ☐ Entering Singapore ☐ Leaving Singapore

Full Name *i*

Date of Birth\* (DD/MM/YYYY) *i*  /  /

The following **greyed-out** fields will be system-populated upon submission of the form on the filing platform:

- Name of declarant
- Date of Birth of declarant
- This information will be based on the particulars associated with the logged-in CorpPass account.

## Part II: Information on Physical Currency and Bearer Negotiable Instruments (CBNI)

Number of CBNI: 1

CBNI

CBNI Type\* ☐ Currency ☐ Traveller's Cheque ☐ Cheque ☐ Money Order ☐ Bill Of Exchange ☐ Promissory No ☐ Others

Occupation / Profession\*

If 'Others' please provide Occupation Details\*

Selecting "Others" for fields will require you to provide additional details.

In adding and deleting CBNI, if you have more than 1 CBNI, the first CBNI cannot be deleted (you can edit it instead).

New fields appear when you select either Person Entity or Business Entity. Indicate whether the Source or Recipient is a person or business by selecting the button, then fill in the new fields that appear.

CBNI 2

CBNI Type\*

☐ Currency

☐ Traveller's Cheque

☐ Cheque

☐ Money Order

☐ Bill Of Exchange

☐ Promissory No

☐ Others

Currency Code\*

Amount\*  
(to nearest whole number)

Do you own the CBNI\*

☐ Yes

☐ No

Source of CBNI

☒ Person Entity

☐ Business Entity

Source of CBNI - Person Entity

Name of Person Entity from whom CBNI is received\*

Date of Birth (DD/MM/YYYY)

/

/

ID Type

Same as CBNI 1

For subsequent CBNIs, if the Source or Recipient is the same as CBNI 1, click on the **check box**. You will not need to fill in the details of the Source or Recipient (they will be greyed-out).

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Each CBNI must have at least one Source or Recipient.

CBNI 2

CBNI Type\*

☐ Currency

☐ Traveller's Cheque

☐ Cheque

☐ Money Order

☐ Bill Of Exchange

☐ Promissory No

☐ Others

Currency Code\*

Amount\*

(to nearest whole number)

Do you own the CBNI\*

☐ Yes

☐ No

Source of CBNI

☐ Person Entity

☐ Business Entity

Intended Recipient of CBNI

☐ Person Entity

☐ Business Entity

If you indicate that you do not own the CBNI, you must indicate if the source of CBNI is a person or business and enter in the relevant details.

Do you own the CBNI\*

☐ Yes

☒ No

Source of CBNI

☒ Person Entity

☒ Business Entity

### Part III: Declaration and Submission Details

**Part III: Declaration and Submission Details**

Please click on 'Validate Form'.  
Form validation must be successful before it can be submitted

Validation Status Validation Required

Validate Form

You must click on "Validate Form" at the end of the form to check if all the necessary fields have been filled up properly.

**Part III: Declaration and Submission Details**

Please click on 'Validate Form'.  
Form validation must be successful before it can be submitted


Validation Status Validation failed as of 18/4/2018 5:16 PM

Validate Form

An error message will appear if validation fails and fields with errors will be highlighted in **red** for your attention.

When validation fails, a pop-up window will also appear to inform you of the errors – click 'OK' to proceed.

Warning: JavaScript Window - Form Validation Errors

 Please complete the following mandatory fields:

- Please specify who you are making this report for under Part I - Particulars of Declarant.
- Please indicate whether CBNI is entering or leaving Singapore under Part I - Particulars of Declarant.
- Please indicate your gender as per your passport / ID card under Part I - Particulars of Declarant.
- Please indicate your ID type under Part I - Particulars of Declarant.
- Please indicate your passport / ID number as per your passport / ID card under Part I - Particulars of Declarant.
- Please indicate your passport / ID card's country of issue under Part I - Particulars of Declarant.
- Please indicate your nationality as per your passport / ID card under Part I - Particulars of Declarant.
- Please indicate your occupation or profession under Part I - Particulars of Declarant.
- Please indicate your Block as recorded on your official identification under Part I - Particulars of Declarant.
- Please indicate your Street as recorded on your official identification under Part I - Particulars of Declarant.

(10 mandatory error messages not shown)

OK

Take note that this pop-up window only displays up to 10 errors. To view the remaining errors, you will need to first fix the errors shown, then validate again.

You must also tick this checkbox to declare that the information provided is true and correct **before** validation.

### Part III: Declaration and Submission Details

Please click on 'Validate Form'.  
Form validation must be successful before it can be submitted

Validate Form

Validation Status **Validated successfully as of 18/4/2018 5:18 PM**

☒ I declare that the information provided is true and correct

You can only submit the form if form validation is successful (turns **green**).

Name of person who submitted declaration

NRIC of person who submitted declaration

Date / Time the declaration was submitted

The following greyed fields will be auto-populated upon submission of the form on the filing platform:

- Name of declarant
- NRIC of declarant
- Date and Time of declaration (date in which form is submitted on the filing platform)
- The identifying information of the reporting officer will be based on the particulars associated with the logged-in CorpPass account. The date of declaration will be the date on which the form is submitted successfully on the filing platform.