

# Form Guide for Form NP 728

## Objective

1. This guide explains the features found in the Form NP 728, or Cash Movement Report (CMR). This 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 form under Section 60 of the Corruption, Drug Trafficking and Other Serious Crimes (Confiscation of Benefits) Act 1992.

## Features in Form NP 728

### General Guidance:

The **reference number** will be system-populated when the form is successfully submitted on the filing platform. This reference number (report number) will be stated in the acknowledgement email for successful submissions. Quote this number when corresponding with STRO on the submitted report.

The screenshot shows the top portion of the Form NP 728 interface. At the top right, it says 'Form NP 728'. Below this is a 'Reference No.' field, which is greyed out. A blue button labeled 'Import XML' is next to it. Below the button, there are three tabs: 'Personal Particulars', 'Information on CBNI', and 'Declaration'. The 'Personal Particulars' tab is selected. Below the tabs is a blue header for 'Part I: Personal Particulars'. The form contains several fields: 'I am making this report\*' with three radio button options: 'For myself', 'On behalf of another person', and 'On behalf of another entity'; 'Movement of CBNI\*' with two radio button options: 'Entering Singapore' and 'Leaving Singapore'; 'Full Name' with a greyed-out text input field; 'Date of Birth\*' (DD/MM/YYYY) with a date picker; 'Sex\*' with 'Male' and 'Female' radio buttons; and 'ID Type\*' with a red dropdown menu. A red box highlights the 'ID Type\*' field.

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.

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

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

When you **hover your mouse** over **active fields** or **blue icons** (for greyed 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 CMR.

A screenshot of a form with several fields: Full Name, Date of Birth, Sex\*, ID Type\*, Passport No., Country / Region of Issue\*, Nationality / Citizenship\*, and Occupation / Profession\*. A red box highlights a blue information icon next to the Full Name field. A yellow tooltip box with a red border is positioned over the Date of Birth field, containing the text: "This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass or SingPass account that is used to log in. You will have the opportunity to check the accuracy of the information before the final submission."

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).

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.


A screenshot of a form titled "Number of CBNI: 1". The form has a section for "CBNI" with a "+" and "-" button. Below this are radio buttons for "Currency", "Traveller's Cheque", "Cheque", "Money Order", "Bill Of Exchange", "Promissory Note", and "Others". The "Currency Code\*" field has a dropdown menu open, showing a list of currencies: Singapore Dollar, Afghani, Algerian Dinar, Argentine Peso, Armenian Dram, Aruban Florin, Australian Dollar, and Azerbaijan Manat. The "Amount\*" field is labeled "(to nearest whole number)". The "Do you own the CBNI\*" field has a dropdown menu. The "Number of Source(s):" field has a dropdown menu. The "Source of CBNI" field has two buttons: "Person Entity" and "Business Entity", both with "+" signs. The "Number of Intended Recipient(s):" field is set to 0. The "Intended Recipient of CBNI" field has two buttons: "Person Entity" and "Business Entity", both with "+" signs. A note states: "Each CBNI must have at least 1 Source or 1 Recipient entered".

Part I: Personal Particulars

**Part I: Personal Particulars**

I am making this report\*  For 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)  /  /

Occupation / Profession\*

Others

If 'Others' please provide Occupation Details\*

The greyed field “**Full Name**” of declarant will be auto-populated upon submission of the CMR on the filing platform. This information will be based on the particulars associated with the logged-in CorpPass account.

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

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

**Number of CBNI: 1**

CBNI
<input type="radio"/> Currency <input type="radio"/> Traveller's Cheque <input type="radio"/> Cheque
<input type="radio"/> Money Order <input type="radio"/> Bill Of Exchange <input type="radio"/> Promissory No
<input type="radio"/> Others

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

**CBNI 2**

Currency       Traveller's Cheque       Cheque  
 Money Order       Bill Of Exchange       Promissory Note  
 Others

Currency Code\*

Amount\*  
(to nearest whole number)

Do you own the CBNI\*  Yes       No

Number of Source(s): 1      Each CBNI must have at least 1 Source or 1 Recipient entered

Source of CBNI  Same as CBNI 1       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\*

Passport Number / ID Number

For subsequent CBNIs, if the Source or Recipient is the same as CBNI 1, click this **check box**. You will not need to fill in the details of the Source or Recipient again.

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** + -

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Currency       Traveller's Cheque       Cheque  
 Money Order       Bill Of Exchange       Promissory Note  
 Others

CBNI Type\* ↓

Currency Code\*

Amount\* (to nearest whole number)

Do you own the CBNI\*  Yes  No

Number of Source(s): 0      **Each CBNI must have at least 1 Source or 1 Recipient entered**

Source of CBNI  Same as CBNI 1     
 Person Entity      
 Business Entity

Number of Intended Recipient(s): 0      **Each CBNI must have at least 1 Source or 1 Recipient entered**

Intended Recipient of CBNI  Same as CBNI 1     
 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.

**Each CBNI must have at least one Source or Recipient.**

### 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 26/08/2019 2:46:32 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 date of birth as per your passport / ID card under Part I - Particulars of Declarant.
- Please indicate your sex 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.

(13 mandatory error messages not shown)

Please amend the following fields:

- Each CBNI must have at least 1 Source or 1 Recipient entered.

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.

### Part III: Declaration and Submission Details

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

Validation Status: **Validated successfully as of 27/04/2022 4:46:45 PM**

I declare that the information provided is true and correct

Name / Signature of person who submitted declaration

ID of person who submitted declaration      Date / Time the declaration was submitted

ID Type of person who submitted declaration

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

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

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

- Name of declarant
- ID & ID Type 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.