

**注意 Notes**

- 1) 請用正楷填寫本申請表格，並在適當方格內填上“√”。  
Please complete this application form in BLOCK LETTERS and place a “√” where applicable.
- 2) 電子理財服務包括網上及電話理財服務。  
eBanking Services include Internet and Telematic Banking Service.
- 3) 請遞交本表格之所有頁數。  
Please submit all pages of this form.

銀行專用 For Bank Use Only

CIF No.

**1 公司資料 Company Information**

**公司資料 Company Information**

公司名稱 (英文) Company Name (in English)

基本賬戶號碼 Primary A/C No.

「海外公司理財戶口」客戶 “Foreign Business Account” Customer / 「商業理財戶口」客戶 “Business Account” Customer

**2 使用者資料 User Information**

使用者姓名 (英文) Full name in English

姓 Surname

名 Given Name



身份證明文件號碼 Identification Document No.

**甲部 - 更改一般事項 (適用於主要使用者及普通使用者)  
Section A - General Alteration Request (For Primary User and Secondary User)**

**A1 更改使用者資料 Amendment of User Information**

使用者姓名 (英文) Full name in English

姓 Surname

名 Given Name



身份證明文件號碼 Identification Document No.

電話號碼 Telephone No.

公司 Office

住宅 Home

流動電話號碼

(國家編號)

(電話號碼)

Mobile Phone No.

(Country Code)

(Phone No.)

**A2 取消/暫停使用者狀況 Cancellation / Suspension of User**

**注意 Notes**

- 1) 使用者已批核之預設指示將仍然有效，如有需要請先自行取消所有預設指示。  
Forward date instruction(s) which previously approved by the user will still be valid, please cancel all outstanding instruction(s), if necessary.

**網上理財 Internet Banking Services**

主要使用者 Primary User  取消 Cancellation  暫停 Suspension

普通使用者 Secondary User  取消 Cancellation  暫停 Suspension

電話理財 Telematic Banking Services  取消 Cancellation  暫停 Suspension

**A3 重發電子理財號碼及/或密碼 Reissue eBanking Identification Number and / or PIN**

**網上理財 Internet Banking Services**

主要使用者 Primary User  重發用戶名稱及密碼 Reissue User ID & PIN

普通使用者 Secondary User  重發用戶名稱及密碼 Reissue User ID & PIN

**電話理財 Telematic Banking Services**

重發密碼 Reissue PIN

並重發電話理財代號 (如不選擇，電話理財代號將維持不變)

And re-issue Telematic Code (If left the box blank, Telematic Code will remain unchanged.)

<b>A4</b>	<b>申請/取消/暫停/重發保安編碼器 Apply/Cancel/Suspend/Reissue Security Device</b>				
	申請 Apply*	取消 Cancel	暫停 Suspend	恢復 Resume	重發 Reissue*
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	* 銀行可能收取重發費用，詳情請參閱有關客戶的服務收費簡介。 Reissue fee may be levied. For details, please refer to the service fees of related customers.				

<b>A5</b>	<b>取消/暫停電子證書服務 Cancel/Suspend eCertificate Service</b>	
	取消 Cancel	暫停 Suspend
	<input type="checkbox"/>	<input type="checkbox"/>

**乙部 - 更改普通使用者用戶設定 (只適用於普通使用者)**  
**Section B - User Setting Alteration Request for Secondary User (For Secondary User Only)**

<b>B1</b>	<b>更改普通使用者之基本服務設定 Change Basic Services of Secondary User</b>
<input type="checkbox"/>	恢復普通使用者之基本服務設定 Resume Basic Services of Secondary User
	基本服務包括查詢交易指示狀況、賬戶查詢、支票服務、網上申請、利率及匯價查詢、內部轉賬、指定戶口轉賬、外幣及黃金買賣限價指示、定期存款等。Basic services include Transaction Status Enquiry, Account Enquiry, Cheque Service, Online Requisition, Rates Enquiry, Internal Transfer, Nominated Account Transfer (NACT), Foreign Currency and Gold Buy / Sell Order and Time Deposit, etc.

<b>B2</b>	<b>更改普通使用者服務選項 Change Service Scope of Secondary User</b>	
	<b>新增 Add</b>	<b>取消 Delete</b>
	<input type="checkbox"/>	<input type="checkbox"/>
		押匯服務 Trade Services
	<input type="checkbox"/>	<input type="checkbox"/>
		「易繳費」及「電子賬單及繳費服務」“ePayment” and “eBill Presentment & Payment Service”
	<input type="checkbox"/>	<input type="checkbox"/>
		繳付信用卡(已登記之公司信用卡) Credit Card Payment (Registered Company Credit Card)
	<input type="checkbox"/>	<input type="checkbox"/>
		匯款服務(電匯、CHATS及港澳即匯通) Remittance Services (Telegraphic Transfer, CHATS and HK-Macau Instant Remittance)
	<input type="checkbox"/>	<input type="checkbox"/>
		投資及股票買賣服務 Investment and Securities Trading Services
	<input type="checkbox"/>	<input type="checkbox"/>
		開立賬戶服務 Account Opening Services
	<b>以下服務選項只適用於已申請保安編碼器之客戶</b> The following service scope only applicable to customer who has applied Security Device	
	<input type="checkbox"/>	<input type="checkbox"/>
		「非登記之第三者戶口轉賬」服務(包括其他華僑銀行及他行賬戶轉賬、電匯、CHATS、港澳即匯通及簽發電子支票) “Non-registered Third Party Account Transfer” Service (including OCBC Bank and Other Bank Account Transfer, Telegraphic Transfer, CHATS, HK-Macau Instant Remittance and eCheque Issuance)

<b>B3</b>	<b>更改普通使用者管理之賬戶 Change Account List of Secondary User</b>		
	<b>新增 Add</b>	<b>取消 Delete</b>	<b>賬戶號碼 Account No.</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

**B4** 更改普通使用者之服務及批核權限**Change Service Scope and Approval Authority of Secondary User**

- 提供公司所登記之查詢服務(普通使用者將不能進行任何交易) 及  
Grant enquiry service(s) of the company (Secondary User CANNOT proceed any transactions) AND
- 授權使用公司所登記之所有服務選項及賬戶(普通使用者將不能批核任何交易) 及  
Grant all registered service(s) and registered account(s) of the company (Secondary User CANNOT approve any transactions) AND
- 授權使用公司所登記之所有服務選項及賬戶並授予批核權限(電子支票簽發服務除外)  
Grant all registered service(s) and registered account(s) of the company and grant approval authority (Except eCheque Issuance Service)  
如使用批核權限表請選擇以下其中一組授權組別  
In case of using Approval Matrix, please select one of the following Approval Groups  
 組別 Group A       組別 Group B       組別 Group C
- 授權使用公司之電子支票簽發服務並設定為以下之電子支票簽署組別 Grant using eCheque Issuance Service and assign with the following eCheque Signing Groups  
 組別 Group A       組別 Group B       組別 Group C

**3** 申請公司聲明 Declaration of Applicant Company

## 注意 Notes

- 獨資經營商號須由東主簽署。  
For Sole Proprietorship, application must be signed by Sole Proprietor.
  - 合夥經營商號須由所有合夥人簽署。  
For Partnership, application must be signed by all Partners.
  - 有限公司須由申請公司所通過的會議紀錄所指定的有效授權簽署人及簽署人數簽署。  
For Limited Company, application must be signed by the authorized signer and the number of authorized signer stated by the Certificate of Resolution of the company.
1. 本人/本人等確認, 就本申請給予的所有資料(包括但不限於給予的所有上述資料, 以及由本人/本人等向銀行提供的所有文件及支持材料) 在各方面全屬真實、正確及完整, 並授權銀行從銀行可能選擇的任何途徑核實該等資料。本人/本人等承諾, 就任何該等資料、文件及/或材料的任何變更立即以書面通知銀行, 並向銀行提供銀行可能要求的該等更新或附加資料、文件及材料。  
I/We confirm that all information given for this application, including without limitation all the information given above and all documents and supporting material provided by me/us to the Bank is true, correct and complete in all respects, and authorize the Bank to verify such information from any source the Bank may choose. I/We undertake to forthwith notify the Bank in writing of any changes to any such information, documents and/or material and provide the Bank with such updated or additional information, documents and material as may be requested by the Bank.
  2. 銀行保留全權絕對酌情拒絕本人/本人等於本申請表的申請之權利, 而毋須給予任何原因及承擔任何法律責任。  
The Bank reserves the right to reject my/our application herein in its sole and absolute discretion without giving any reason and without liability.
  3. 本人/本人等已細閱及明白所有戶口及相關服務之條款及章程-附件II: 電子理財服務(可能不時修訂或補充), 並願受其約束。  
I/We have read and understood, and agree to be bound by the terms and conditions contained in Schedule II: eBanking Services of the Terms & Conditions for All Accounts and Related Services, as may be amended or supplemented from time to time.
  4. 如於本申請表作出的任何聲明失實、具誤導性、不完整或變得失實、具誤導性或不完整, 或於任何方面有不遵守的情況, 及/或如本人/本人等以欺詐手段行事或行事有嚴重疏忽, 本人/本人等須就銀行蒙受的所有損失及法律責任向銀行作出彌償。  
I/We shall indemnify the Bank for all losses and liabilities suffered by the Bank if any of the declarations made herein is untrue, misleading, incomplete or shall become untrue, misleading or incomplete, or non-complied with in any respect, and/or if I/we have acted fraudulently or with gross negligence.
  5. 本人/本人等明白及接受電子理財的相關風險, 銀行毋須就使用任何電子理財服務而引起的任何損失承擔責任, 本人/本人等須就使用任何電子理財服務而達成的所有交易自行負責。  
I/We understand and accept the risks associated with eBanking and accepts that the Bank shall not be liable for any loss arising from the use of any of the eBanking services of the Bank and that I/we shall be solely responsible for all transactions effected through the use of any eBanking services.
  6. 如本文件之中、英文版有抵觸或不相符, 概以英文版為準。  
If there is any conflict or inconsistency between the Chinese and English version of this document, the English version shall prevail.

授權簽署的申請公司代表人及公司蓋章  
Signed for and on behalf of the applicant company with company chop

1.)



授權人簽署  
Authorized Signature

全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title \_\_\_\_\_

日期 Date : \_\_\_\_\_

2.)



授權人簽署  
Authorized Signature

全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title \_\_\_\_\_

銀行專用 For Bank Use Only	
分行 Branch : _____	Approved by: _____
分行 Branch : _____	Approved by: _____
GBK Inputted by: _____	GBK Approved by: _____