

經核實決議副本申請電話理財及自動櫃員機服務 Certified Copy of Resolutions Application for Phone Banking and ATM Services

適用於：
Applicable to:

1. 全東商號
Sole Proprietorship
2. 合夥經營
Partnership
3. 根據公司條例(第622章)成立的有限公司(包括股份有限公司及擔保有限公司)
Limited Companies incorporated under the Companies Ordinance (Cap. 622) (including Company Limited by Shares and Companies Limited by Guarantee)
4. 下列各種組織(各稱為「組織」)，
The following organisations (each an "Organisation"),
 - (a) 根據社團條例(第151章)註冊或獲豁免註冊的社團；
A society registered or exempted from registration under the Societies Ordinance (Cap. 151);
 - (b) 根據教育條例(第279章)註冊的學校校董會或法團校董會；
A management committee or an incorporated management committee of a school registered under the Education Ordinance (Cap. 279);
 - (c) 根據建築物管理條例(第344章)註冊的業主立案法團；
An owners' corporation registered under the Building Management Ordinance (Cap. 344);
 - (d) 根據香港童軍總會條例(第1005章)成立的香港童軍總會；或
The Scout Association of Hong Kong incorporated under the Scout Association of Hong Kong Ordinance (Cap. 1005); or
 - (e) 其他：
Others: _____

致：恒生銀行有限公司
To: Hang Seng Bank Limited

基本戶口號碼 Primary Account No.
公司 / 商號 / 組織名稱 (「客戶」) Name of Customer (the "Customer")
註冊辦公室 / 營業地址 Registered Office / Business Address

鑑於：
WHEREAS:

1. 客戶擬根據恒生銀行有限公司(「貴行」)不時訂明之有關章則(「章則」)獲得由貴行提供之電話理財及/或自動櫃員機服務(「服務」)；
the Customer desires to obtain phone banking and/or ATM services (the "Services") from Hang Seng Bank Limited (the "Bank") subject to such terms and conditions as the Bank may prescribe from time to time (the "Terms and Conditions");
2. 客戶擬授權其職員、僱員及/或代理人使用服務；及
the Customer intends to authorise its officers, employees and/or agents to use the Services; and
3. 除非另有訂明，在章則內詞語及詞句之定義與本決議使用者相同。
unless otherwise specified, words and expressions having defined meanings in the Terms and Conditions shall have the same meanings when used in these Resolutions.

在本決議內，如屬組織的客戶，「管治組織」(a)如客戶屬社團，指負責社團管理及運作的委員會或其他管治組織；(b)如客戶屬學校，指根據教育條例註冊的學校校董會或法團校董會(視乎情況而定)；(c)如客戶屬業主立案法團，指根據建築物管理條例委任的管理委員會；(d)如客戶屬童軍總會，指童軍總會的童軍地域、區或旅的執行委員會或委員會(視乎情況而定)；及(e)如客戶屬任何其他組織，指負責組織管理及運作的管理或其他管治組織。

In these Resolutions, in respect of a Customer which is an Organisation, "governing body", in the case of (a) a society, means the committee or other governing body responsible for its management and operation; (b) a school, means the management committee or incorporated management committee of the school (as the case may be) registered pursuant to the Education Ordinance; (c) an owners' corporation, means the management committee appointed pursuant to the Building Management Ordinance; (d) the Scout Association, means the Executive Committee or Council of the region, district or group of the Scout Association (as the case may be); and (e) any other organisation, means the management or other governing body responsible for its management and operation.

謹此議決通過：

NOW THEREFORE BE IT RESOLVED THAT：

1. 客戶向貴行申請服務，在得到貴行之同意下，可指定隨附於本決議之申請表格（「申請表格」）內列明之客戶名下戶口之戶口號碼，作為使用服務之基本戶口（「基本戶口」）；
the Customer applies to the Bank for the Services and nominates, subject to Bank's agreement, the account in the name of the Customer the account number of which is specified in the application form attached to these Resolutions (the "Application Form") to be the primary account for the purposes of the Services (the "Primary Account");
2. 客戶提名其資料已列於申請表格之人士，分別作為電話理財指定使用人士及/或恒生卡指定持有人（如適用），及指定其資料已列於申請表格之戶口，為該等個別電話理財指定使用人士及/或恒生卡指定持有人（如適用）之指定支賬戶口、指定入賬戶口及附加戶口，並受申請表格內列明之適用交易限額約束；
the Customer nominates the individuals whose particulars are set out in the Application Form to be Authorised Phone Banking Users and/or Authorised Hang Seng Cardholders as applicable respectively, designates the accounts the particulars of which are set out in the Application Form to be the Designated Transferor Account(s), the Designated Transferee Account(s) and the Additional Account(s) for each of such Authorised Phone Banking Users and/or Authorised Hang Seng Cardholders as applicable subject to any applicable transaction limits, in each case as indicated in the Application Form;
3. 客戶現時指定之基本戶口會自動成為指定支賬戶口、指定入賬戶口及附加戶口而毋須另行指定；
the Primary Account nominated by the Customer for the time being shall automatically be a Designated Transferor Account, a Designated Transferee Account and an Additional Account without specific designation;
4. (a) (不適用於組織)
(Not applicable to Organisation)
客戶授權每位不時由其提名之電話理財指定使用人士（包括上述第2段所指及其後提名之人士），使用電話理財服務及單獨使用此等服務（但並非用任何其他方法）操作指定支賬戶口及任何其他不時由客戶指定之戶口，並受適用之交易限額限制。在個別情況下不論就操作此等戶口（包括任何交易限額）有任何適用之相反條文或協議，任何此等相反條文或協議應被視作修訂至可令本第4(a)段生效；
the Customer authorises each of the Authorised Phone Banking Users nominated by the Customer from time to time (including those referred to in paragraph 2 above and others nominated subsequently) to use the phone banking services and to operate singly by using such service (but not by any other means) the Designated Transferor Accounts and any other accounts which may be designated for him from time to time subject to any applicable transaction limits, in each case irrespective of any contrary provision or arrangement for operating the relevant account (including any transaction limit) currently applicable to such account, and such contrary provision or arrangement shall be deemed to be amended to the extent necessary to give effect to this paragraph 4(a);
(b) 客戶授權每位由其提名之恒生卡指定持有人（包括上述第2段所指及其後提名之人士）使用自動櫃員機服務及單獨使用此等服務（但並非用任何其他方法）操作附加戶口及任何其他不時由客戶指定之戶口。在個別情況下不論就操作此等戶口（包括任何交易限額）有任何適用之相反條文或協議，任何此等相反條文或協議應被視作修訂至可令本第4(b)段生效；
the Customer authorises each of the Authorised Hang Seng Cardholders nominated by the Customer from time to time (including those referred to in paragraph 2 above and others nominated subsequently) to use the ATM services and to operate singly by using such service (but not by any other means) the Additional Accounts and any other accounts which may be designated for him from time to time, in each case irrespective of any contrary provision or arrangement for operating the relevant account (including any transaction limit) currently applicable to such account, and such contrary provision or arrangement shall be deemed to be amended to the extent necessary to give effect to this paragraph 4(b);
5. 由電話理財指定使用人士及/或恒生卡指定持有人（如適用）使用服務，乃符合客戶之商業利益。客戶明確承認及確認：
the use of the Services by the Authorised Phone Banking Users and/or Authorised Hang Seng Cardholders as applicable is in the commercial interest of the Customer and the Customer expressly acknowledges and confirms that:-
 - (a) 客戶授權其提名之任何人士為電話理財指定使用人士及/或恒生卡指定持有人，可透過使用服務操作上述第4段所述之戶口，即使此等人士在其他情形並無權操作此等戶口；
by nominating any person to be an Authorised Phone Banking User and/or an Authorised Hang Seng Cardholders, the Customer authorises him to operate the accounts referred to in paragraph 4 above by using the Services even though such person does not otherwise have authority to operate such accounts;
 - (b) 透過使用電話理財服務，任何電話理財指定使用人士可從彼等獲指定之指定支賬戶口借貸、提款及/或由其獲指定之指定支賬戶口轉賬至其獲指定之指定入賬戶口；及任何恒生卡指定持有人可透過使用自動櫃員機服務，從彼等獲指定之附加戶口間進行借貸、提款及/或轉賬，並可轉賬至非指定戶口及/或人士，在上述情況以供其個人之使用、利益或用途；
by using the phone banking services, any Authorised Phone Banking User may make debits, withdrawals and/or transfers from the Designated Transferor Accounts designated for him to the Designated Transferee Accounts designated for him, and by using the ATM services, any Authorised Hang Seng Cardholder may make debits and withdrawals from, and/or transfers amongst, the Additional Accounts designated for him and may also make transfers to non-designated accounts and/or persons, in each case for his personal use, benefit or purposes;
 - (c) 客戶須負責採取適當措施，以不時監察及控制服務之使用、指定電話理財指定使用人士及恒生卡指定持有人之委任及更換、指定支賬戶口、指定入賬戶口及附加戶口，並採取適當安全措施以防止支賬許可人士使用服務或作未經許可用途，包括但不限於訂明每位電話理財指定使用人士及恒生卡指定持卡人可在其獲指定之指定支賬戶口及附加戶口內之進行之借款、提款或轉賬金額之每日最高限額或在金額上之其他限制；及
it is the Customer's responsibility to take appropriate measures to monitor and control the use of the Services from time to time, the appointment and change of the Authorised Phone Banking Users, the Authorised Hang Seng Cardholders, the Designated Transferor Accounts, the Designated Transferee Accounts and the Additional Accounts, and to adopt proper safeguards against the Services being used by unauthorised persons or for unauthorised purposes including, without limitation, prescribing daily maximum limits or other restrictions on the amounts which any Authorised Phone Banking User or Authorised Hang Seng Cardholder may debit, withdraw or transfer from the Designated Transferor Accounts and the Additional Accounts designated for him; and

5. (d) 貴行並不承擔核實任何由電話理財指定使用人士及恒生卡指定持有人所發出任何指示是否恰當或其真確性之責任(如適用)；
the Bank assumes no duty or liability for verifying the propriety or integrity of any instructions given by any Authorised Phone Banking User or Authorised Hang Seng Cardholder as applicable;
6. 客戶接納及承諾接納對使用服務產生之所有借款、提款、轉賬及其他交易及買賣負上全部責任(不論是否獲客戶授權)；
the Customer accepts and undertakes to accept full responsibility for all the debits, withdrawals, transfers and other transactions and dealings effected by the use of the Services (whether authorised by the Customer or not);
7. 呈案所示之每份申請表格及章則將會及經已獲得通過接納，並保證及確認申請表G部分所載之聲明；
each of the Application Form and the Terms and Conditions, in the form tabled at the Meeting, shall be and is approved and accepted, and the Customer warrants and confirms the Declarations as set out in Part G of the Application Form;
8. 客戶授權由其不時委任可操作基本戶口之授權簽署人士(「基本戶口簽署人士」)，代表客戶向貴行發出書面指示以覆查及/或取得與使用服務有關之資料，包括但不限於指定支賬戶口、指定入賬戶口及附加戶口之活動。就此等目的而言(不包括其他目的)，目前對基本戶口適用之交易限額及其他就現時操作其他有關戶口適用之相反條文或安排(包括任何交易限額)將可毋須理會，而目前對此等每一戶口之簽署安排，應被視作修訂至可令本段生效。為免產生疑問，基本戶口簽署人士並無權根據上述第1及2段發出指示；及
the Customer authorises the authorised signatories appointed by the Customer from time to time to operate the Primary Account (the "Primary Account Signatories") to give written instructions on behalf of the Customer to the Bank for the purpose of checking and/or obtaining information in connection with the use of the Services including, without limitation, the activities of the Designated Transferor Accounts, the Designated Transferee Accounts and the Additional Accounts. For such purpose (and no other purposes), any transaction limit currently applicable to the Primary Account and any contrary provision or arrangement currently applicable in relation to the operation of any other relevant account (including any transaction limit) shall be disregarded and the current signing arrangement for each of such accounts shall be deemed to be amended to the extent necessary to give effect to this paragraph. For the avoidance of doubt, the Primary Account Signatories do not have authority to give instructions contemplated in paragraphs 1 and 2 above; and
9. 此等決議須向貴行呈報，之後應維持有效直至客戶通過修訂決議及貴行收到修訂決議之副本，而該副本須由下列一方核證：
these Resolutions shall be communicated to the Bank and remain in force until amending resolutions have been passed by the Customer and a copy of the amending resolutions is provided to the Bank, which must be certified by:
- (a) (如客戶屬全東商號)東主；
(where the Customer is a sole proprietorship) the sole proprietor;
 - (b) (如客戶屬合夥經營)所有合夥人；
(where the Customer is a partnership) all of the partners;
 - (c) (如客戶屬僅有一名董事的有限公司)唯一董事；
(where the Customer is a limited company with only one director) the sole director;
 - (d) (如客戶屬有多過一名董事的有限公司)根據公司章程細則或公司組織文件構成該修訂決議的法定出席人數的每名董事(包括會議主席或董事會主席)；或
(where the Customer is a limited company with more than one director) each of the directors (including the chairman of the Meeting or the chairman of the board of directors) who constituted the quorum for the said amending resolution in accordance with the articles of association or constitutional documents; or
 - (e) (如客戶屬組織)，
(where the Customer is an Organisation),
 - (i) 如屬學校校董會或法團校董會，根據教育條例獲批准或註冊的學校校監連同學校校長或另一名校董；
in the case of a management committee or incorporated management committee of a school, the Supervisor of the school together with either the Principal or another Manager of the school who has been approved or registered under the Education Ordinance;
 - (ii) 如屬香港童軍總會，童軍總會地域或區的地域司庫或區司庫連同另一名由該地域或區的執行委員會(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理或管治組織)授權的幹事，或至少兩名由童軍總會旅的旅務委員會或旅領袖會議(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理層或管治組織)授權的幹事；
in the case of the Scout Association of Hong Kong, the Regional Treasurer or the District Treasurer of a region or district of the Scout Association together with another office bearer who has been authorised by the Executive Committee of the region or district (or any other management or governing body prescribed by statute or by the constitution and/or rules of the Scout Association from time to time), or at least two officer bearers of a group of the Scout Association who have been authorised by the Group Council or the Group Scouter's Meeting (or any other management or governing body prescribed by statute or the constitution and/or rules of the Scout Association from time to time);
 - (iii) 如屬上述(i)或(ii)以外的組織，根據客戶的章程細則或組織文件構成該等決議的法定出席人數的管治組織成員；或
in the case of an Organisation other than (i) or (ii) above, members of the Customer's governing body who constituted quorum for the said Resolutions in accordance with its articles of association or constitutional documents; or
 - (iv) 如以上(i)、(ii)或(iii)均不適用，至少兩名組織的幹事(包括主席及秘書，或如沒有秘書，另一名幹事)及司庫(如有)，
in the case that none of (i), (ii) or (iii) above is applicable, at least two office bearers of the Organisation (including the Chairman and the Secretary or, if there is no Secretary, then another office bearer) and the Treasurer (if any),
- (視乎情況而定)而且核證須根據客戶的章程細則、組織文件及任何其他適用法定要求作出。
(as the case may be) in accordance with the Customer's articles of association, constitutional documents and any other applicable statutory requirements.

基本戶口號碼
Primary A/C No.

本人(等)確認前述決議乃屬真確，並由東主及合夥人議決；或已記載在客戶於 _____ 年 _____ 月 _____ 日依據公司章程細則或公司組織文件(視屬何情況而定)在 _____ 舉行之董事會或管理團體成員組織會議(視屬何情況而定)獲正式通過之會議紀錄內，或由唯一董事於 _____ 年 _____ 月 _____ 日以書面決議形式通過。

I/WE CERTIFY the foregoing to be the true copy of the Resolutions resolved by the Sole Proprietor or the Partners, or as entered into the minute book of the Customer duly passed at a meeting of the board of directors or the members of the governing body (as the case may be) of the Customer in accordance with the articles of association or the constitutional documents (as the case may be) of the Customer held at

on the _____ day of _____, or by way of written resolutions of the sole director passed on _____ day of _____.

於 _____ 年 _____ 月 _____ 日簽署。

Dated this _____ day of _____.

東主 / 合夥人 / 董事 / 管理團體成員 / 組織幹事簽署

Signature(s) of Sole Proprietor / Partner(s) / Director(s) / Member(s) of Governing Body / Office Bearer(s)

請用留存本行之戶口印鑑簽署。

Please use signature(s) filed with the Bank.

註

Note :

如客戶為全東商號者，此等決議必須由東主簽署。

Where the Customer is a sole-proprietorship, these Resolutions must be signed by the sole proprietor.

如客戶為合夥經營者，此等決議必須由所有合夥人簽署。

Where the Customer is a partnership, these Resolutions must be signed by all the partners.

如客戶為有限公司，此等決議必須由根據組織大綱或公司組織文件組成會議法定出席人數之唯一董事或每名董事或(視屬何情況而定)管理團體成員簽署。

Where the Customer is a limited company, these Resolutions must be signed by the Sole director or each of the Directors or (as the case may be) members of the governing body who constituted quorum for the Meeting in accordance with the articles of association or the constitutional documents of the Customer.

如客戶屬組織，本決議須由下列人士簽署：

Where the Customer is an Organisation, these Resolutions must be signed by:

- (a) 如屬學校校董會或法團校董會，根據教育條例獲批准或註冊的學校校監連同學校校長或另一名校董；
in the case of a management committee or incorporated management committee of a school, the Supervisor of the school together with either the Principal or another Manager of the school who has been approved or registered under the Education Ordinance;
- (b) 如屬香港童軍總會，童軍總會地域或區的地域司庫或區司庫連同另一由該地域或區的執行委員會(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理或管治組織)授權的幹事，或至少兩名由童軍總會旅的旅務委員會或旅領袖會議(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理層或管治組織)授權的幹事；
in the case of the Scout Association of Hong Kong, the Regional Treasurer or the District Treasurer of a region or district of the Scout Association together with another office bearer who has been authorised by the Executive Committee of the region or district (or any other management or governing body prescribed by statute or by the constitution and/or rules of the Scout Association from time to time), or at least two officer bearers of a group of the Scout Association who have been authorised by the Group Council or the Group Scouter's Meeting (or any other management or governing body prescribed by statute or the constitution and/or rules of the Scout Association from time to time);
- (c) 如屬上述(a)或(b)以外的組織，根據客戶的章程細則或組織文件構成該等決議的法定出席人數的管治組織成員；或
in the case of an Organisation other than (a) or (b) above, members of the Customer's governing body who constituted quorum for the said Resolutions in accordance with its articles of association or constitutional documents; or
- (d) 如以上(a)、(b)或(c)均不適用，至少兩名組織的幹事(包括主席及秘書，或如沒有秘書，另一名幹事)及司庫(如有)，
in the case that none of (a), (b) or (c) above is applicable, at least two office bearers of the Organisation (including the Chairman and the Secretary or, if there is no Secretary, then another office bearer) and the Treasurer (if any),

(視乎情況而定)而且簽署須根據客戶的章程細則、組織文件及任何其他適用法定要求作出。

(as the case may be) in accordance with the Customer's articles of association, constitutional documents and any other applicable statutory requirements.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.

X _____
姓名
Name : _____
職位
Title : _____

Officer
S.V.



恒生銀行
HANG SENG BANK



電話理財及自動櫃員機服務(非個人客戶)申請表格

Phone Banking and ATM Services (Non-Personal Customers) Application Form

致：恒生銀行有限公司(「貴行」)

To: Hang Seng Bank Limited (the "Bank")

請以正楷填寫，在適當方格內加上“√”，並在未使用之欄位劃上橫線。

Please complete in BLOCK LETTERS, "√" where appropriate and cross out any unused box(es).

日期(日/月/年)
Date(DD/MM/YY)

甲部 Part A — 客戶資料 Customer Information

請登記下列以客戶名義開立之戶口作為基本戶口，以處理電話理財及自動櫃員機服務：

Please register the following account in the Customer's name as the primary account for operation of the Phone Banking and/or ATM Services:

客戶名稱
Name of Customer

基本戶口號碼
Primary A/C No.

乙部 Part B — 服務 Services

☐ 電話理財服務 Phone Banking Services

請向下列電話理財指定使用人士提供用戶號碼及電話理財密碼，使之可以按照貴行不時監管電話理財服務之章則運作下列之戶口：

Please provide each of the following Authorised Phone Banking Users with a User Number and a Phone Personal Identification Number for the purposes of performing phone banking transactions in relation to the accounts specified below in accordance with and subject to the Bank's Terms and Conditions from time to time governing the use of the Phone Banking Services:

使用人士1 User 1	姓名 Name	香港身份證號碼 HKID No.	支賬 Transferor 每日最高支賬限額 Max. Daily Debit Limit	入賬 Transferee 每日最高入賬限額 Max. Daily Credit Limit
戶口號碼 Account No.	戶口名稱 Account Name			
1.				
2.				
3.				
4.				
5.				
使用人士2 User 2	姓名 Name	香港身份證號碼 HKID No.	支賬 Transferor 每日最高支賬限額 Max. Daily Debit Limit	入賬 Transferee 每日最高入賬限額 Max. Daily Credit Limit
戶口號碼 Account No.	戶口名稱 Account Name			
1.				
2.				
3.				
4.				
5.				
使用人士3 User 3	姓名 Name	香港身份證號碼 HKID No.	支賬 Transferor 每日最高支賬限額 Max. Daily Debit Limit	入賬 Transferee 每日最高入賬限額 Max. Daily Credit Limit
戶口號碼 Account No.	戶口名稱 Account Name			
1.				
2.				
3.				
4.				
5.				

領取電話理財密碼之行所
Branch for Phone PIN Collection

電話理財通知書
Phone Banking Advice

☐ 需要
Yes

☐ 不需要
No

註：1. 支賬戶口為指定之轉賬付款戶口；入賬戶口為指定之轉賬收款戶口。
Note: Transferor accounts are accounts designated for making debits and transferee accounts are accounts designated for making credits.
2. 基本戶口及支賬戶口必須與客戶同一戶口名稱及商業證明。
The primary account and each transferor account should carry the Customer's name and business identification.
3. 請填寫「非私人客戶-補充表格(有關人士之個人資料)」(OSCO9) 以提供電話理財指定使用人士之進一步個人資料。
Please provide further individual details of the Authorised Phone Banking User(s) by completing "Supplementary Form for Non-Personal Customers (Details of Relevant Persons)" (OSCO9).
4. 電話理財通知書之月費為港幣 10 元。
Phone Banking Advice Monthly Fee is HKD10.

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☐ 自動櫃員機服務 ATM Services

請向下列恒生卡指定持有人提供恒生卡及卡密碼，使之可以按照實行不時監管自動櫃員機服務之章則運作下列之戶口：
Please provide each of the following Authorised Hang Seng Cardholders with a Hang Seng Card and a Card Personal Identification Number for the purposes of accessing the accounts specified below in accordance with and subject to the Bank's Terms and Conditions from time to time governing the use of ATM Services:

姓名 Name	1.	2.	3.
香港身份證號碼 HKID No.			
可運作之附加戶口 Additional A/C(s) to be Accessed	戶口一 A/C 1		
	戶口二 A/C 2		
螢幕顯示語言 Screen Instruction	<input type="checkbox"/> 中文 In Chinese	<input type="checkbox"/> 英文 In English	<input type="checkbox"/> 中文 In Chinese <input type="checkbox"/> 英文 In English
取卡行所 Branch for Card Collection			

- 註 Note:
- 基本戶口及附加戶口必須與客戶同一戶口名稱及商業證明。
The primary account and each additional account should carry the Customer's name and business identification.
 - 附加戶口可用作存款、提款及/或轉賬，款項亦可由附加戶口轉賬往未經指定之戶口及/或人士。
Funds may be deposited in, withdrawn from and/or transferred amongst the additional accounts, and may also be transferred to non-designated accounts and/or persons.
 - 除自動櫃員機外，恒生卡指定持有人可經恒生商業e-Banking或電話理財服務啟動或設定基本戶口及附加戶口之海外自動櫃員機每日提款限額，該恒生卡指定持有人須同時為恒生商業e-Banking之主要使用人或一般使用人或電話理財指定使用人，並被授權以該渠道操作該有關戶口。
In addition to ATM, an Authorised Hang Seng Cardholder may activate and set the overseas ATM cash withdrawal limit of the primary account and each additional account via Hang Seng Business e-Banking or Phone Banking provided that such Authorised Hang Seng Cardholder is also the Primary User or Secondary User of Hang Seng Business e-Banking or, as the case may be, the Authorised Phone Banking User, and is authorized to operate such account(s) through such channel.
 - 請填寫「非私人客戶-補充表格(有關人士之個人資料)」(OSCO9)以提供恒生卡指定持有人之進一步個人資料。
Please provide further individual details of the Authorised Hang Seng Cardholder(s) by completing "Supplementary Form for Non-Personal Customers (Details of Relevant Persons)" (OSCO9).

丙部 Part C — 聲明 Declaration

客戶、每名電話理財指定使用人士及每名恒生卡指定持有人確認：

The Customer, each Authorised Phone Banking User and each Authorised Hang Seng Cardholder confirm that:

- 彼等於本申請表格提供之資料乃屬真實、正確及符合現況，本行獲授權可向任何本行認為恰當之人士，透露及交換該等資料，以求核證。
The information provided by them in this Application Form is true, correct and up-to-date and the Bank is authorised to communicate and exchange such information with whatever sources it may consider appropriate for the purpose of verifying the same.
- 彼等均受不時適用之電話理財及自動櫃員機服務章則約束，有關之章則隨本申請表格附上。
They shall be bound by the applicable terms and conditions from time to time in force governing the use of the Phone Banking and ATM Services, a copy of which accompanies this Application Form.
- 客戶及每名電話理財指定使用人士或(視屬何情況而定)每名恒生卡指定持有人因電話理財及自動櫃員機服務所引致或有關之責任乃屬共同及個別之責任。
The liability of the Customer and each Authorised Phone Banking User or (as the case may be) each Authorised Hang Seng Cardholder arising from or in connection with the Phone Banking and ATM Services shall be joint and several.
- 彼等已閱讀及明瞭隨本表格附上有關個人資料(私隱)條例之通告，並將受其約束。
Each of them has read and understood the Notice to Customer and Other Individuals relating to the Personal Data (Privacy) Ordinance, a copy of which is accompanied with this Form and agreed to be bound by it.
- 本行可根據不時給予客戶及其他個別人士之結單、通函、通知、章則及條款內所載有關使用及披露個人資料的政策之指定推廣及其他用途，持有、使用、處理及向該等政策之指定人士披露由客戶或任何個別人士(包括每名電話理財指定使用人士及每名恒生卡指定持有人)應本行之要求而提供或於客戶或該等個別人士與本行之交易過程中所收集有關該等個別人士之所有個人資料及資料(「該等資料」)。本行可將該等資料披露予任何債務追收代理、信貸資料服務機構或類似服務之提供者，或由彼等予以持有、使用及處理，以便核實該等資料或將該等資料提供予其他機構，作為(i)信貸或其他方面之查核；及(ii)協助彼等收取債務。
All personal data and information with respect to an individual (including an Authorised Phone Banking User and Authorised Hang Seng Cardholder) which are provided by the Customer or such individual at the request of the Bank or collected in the course of dealings between the Customer or such individual and the Bank (the "Data") may be held, used, processed and disclosed by the Bank for such marketing and other purposes and to such persons in accordance with the Bank's policies on use and disclosure of personal data as set out in statements, circulars, notices or terms and conditions made available by the Bank to customers and other individuals from time to time. The Data may be disclosed to, or, held, used and processed by any debt collection agency, credit reference agency or similar service provider for the purpose of verifying such Data or enabling them to provide such Data to other institutions: (a) in order that they may carry out credit and other status checks; and (b) to assist them to collect debts.
- 本行可將該等資料轉移至香港特別行政區以外地方，並可將該等資料及其他有關人士之個人資料及其他資料用於進行個人資料(私隱)條例所界定的核對程序，及提供與有關人士有關之銀行證明書或信貸諮詢用途。
The Bank may transfer the Data outside the Hong Kong Special Administrative Region, conduct matching procedures as defined in the Personal Data (Privacy) Ordinance using the Data and such other personal data and information relating to the relevant individual, and provide banker's or credit reference in respect of such individual.

電話理財指定使用人士 Signature(s) of Authorised Phone Banking User(s)

X	X	X
姓名 Name:	姓名 Name:	姓名 Name:
日期(日/月/年) Date(DD/MM/YY):	日期(日/月/年) Date(DD/MM/YY):	日期(日/月/年) Date(DD/MM/YY):

恒生卡指定持有人簽署 Signature(s) of Authorised Hang Seng Cardholder(s)

X	X	X
姓名 Name:	姓名 Name:	姓名 Name:
日期(日/月/年) Date(DD/MM/YY):	日期(日/月/年) Date(DD/MM/YY):	日期(日/月/年) Date(DD/MM/YY):

銀行專用 For Bank Use

Receiving Br. code	Sign / ID verified	Checked by	No. of supp. sheets	Authorised signature	CAS
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非私人客戶-新增/刪除/更改有關人士之資料表格

Non-Personal Customers – Form to Add/Delete/Change the Details of Relevant Persons

致：恒生銀行有限公司（恒生）

To: Hang Seng Bank Limited (the "Hang Seng")

請以正楷填寫，在適當方格內加上“√”，並在未使用之欄位劃上橫線。填妥表格後交回本行任何一間商務理財中心；或任何一間分行。

Please complete in BLOCK LETTERS, "√" where appropriate and cross out any unused box(es). Please return the completed form to any of our Business Banking Centres or any of our branches.

如有其他疑問，請致電「商伴同恒」服務專線2198 8000。

For further enquiries, please contact our Business Partner Direct on 2198 8000.

適用於：

Applicable to:

1. 全東商號
Sole Proprietorship
2. 合夥經營
Partnership
3. 根據公司條例(第622章)成立的有限公司(包括股份有限公司及擔保有限公司)
Limited Companies incorporated under the Companies Ordinance (Cap. 622) (including Company Limited by Shares and Companies Limited by Guarantee)
 - ☐ 根據公司條例(第622章)成立的股份有限公司
Company limited by shares incorporated under the Companies Ordinance (Cap. 622)
 - ☐ 上市公司
Listed company
 - ☐ 非上市公司
Non-listed company
 - ☐ 根據公司條例(第622章)成立的擔保有限公司
Company limited by guarantee incorporated under the Companies Ordinance (Cap. 622)
4. 下列各種組織(各稱為「組織」)，
The following organisations (each an "Organisation"),
 - a. 根據社團條例(第151章)註冊或獲豁免註冊的社團；
A society registered or exempted from registration under the Societies Ordinance (Cap. 151);
 - b. 根據教育條例(第279章)註冊的學校校董會或法團校董會；
A management committee or an incorporated management committee of a school registered under the Education Ordinance (Cap. 279);
 - c. 根據建築物管理條例(第344章)註冊的業主立案法團；
An owners' corporation registered under the Building Management Ordinance (Cap. 344);
 - d. 根據香港童軍總會條例(第1005章)成立的香港童軍總會；或
The Scout Association of Hong Kong incorporated under the Scout Association of Hong Kong Ordinance (Cap. 1005); or
 - e. 其他
Others: _____

日期(日/月/年)
Date(DD/MM/YY)

戶口號碼(「戶口」) Account Name (the "Account")	註冊號碼 Registration No.
戶口名稱 Account Name/Customer	

指示 Instruction:

新增以個人身份之有關人士，請填寫甲部；刪除以個人身份之有關人士，請填寫乙部；更改以個人身份之有關人士之資料，請填寫丙部；
For adding new relevant persons (individuals), please complete Part A; For deleting relevant persons (individuals), please complete Part B; For changing details of relevant persons (individuals), please complete Part C.

新增以法人團體之有關人士，請填寫丁部；刪除以法人團體之有關人士，請填寫戊部；更改以法人團體之有關人士，請填寫己部。
For adding new relevant persons (corporate), please complete Part D; For deleting relevant persons (corporate), please complete Part E; For changing details of relevant persons (corporate), please complete Part F

如新增之有關人士為授權簽署人，如屬個人身份，請另填BR65；如屬法人團體，請另填CAS02及BR65。
For adding new authorized signer(s) of individual relevant person, please also complete BR65. For adding new authorized signer(s) of corporate relevant person, please also complete BR65 and CAS02.

除手提和公司電話號碼，客戶的個人賬戶記錄也會相應更新。

Record of customer's personal account will also be updated accordingly except Mobile and Office Telephone No.

甲部 - 新增有關人士 (個人) Part A - New Relevant Persons (Individuals)				
1. 新增有關人士 New Relevant Person	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> 東主 (N) Sole Proprietor (N)</div> <div style="width: 50%;"><input type="checkbox"/> 合夥人 (N) Partner (N)</div> <div style="width: 50%;"><input type="checkbox"/> 董事 (T) Director (T)</div> <div style="width: 50%;"><input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)</div> <div style="width: 50%;"><input type="checkbox"/> 被授權持卡人 Authorised Card User</div> <div style="width: 50%;"><input type="checkbox"/> 指定理財渠道使用人 Authorised Channel User</div> <div style="width: 50%;"><input type="checkbox"/> 董事總經理 Managing Director</div> <div style="width: 50%;"><input type="checkbox"/> 財產授予人 Settlor</div> <div style="width: 50%;"><input type="checkbox"/> 保護人 Protector</div> <div style="width: 50%;"><input type="checkbox"/> 受托人 Trustee</div> <div style="width: 50%;"><input type="checkbox"/> 主要管理人 ¹ Key Controller ¹</div> <div style="width: 50%;"><input type="checkbox"/> 受任人 ² Direct Appointee ²</div> <div style="width: 100%;"><input type="checkbox"/> (組織適用 Applicable for an Organisation) 幹事 Office Bearer (職位 Title: _____)</div> <div style="width: 100%;"><input type="checkbox"/> 其他 Others _____</div> </div>			
合夥人 ³ 現行主要股東 ³ 及實益擁有人 ⁴ (如適用) Partner ³ , Current Principal Shareholder(s) ³ , and Beneficial Owner ⁴ (if applicable) <input type="checkbox"/> 合夥人 Partner _____ % <input type="checkbox"/> 主要股東 Principal Shareholder _____ % <input type="checkbox"/> 實益擁有人 Beneficial Owner _____ %				
<div style="display: flex;"> <div style="flex: 1;"> <input type="checkbox"/> 先生 Mr <input type="checkbox"/> 小姐 Miss <input type="checkbox"/> 太太 Mrs <input type="checkbox"/> 女士 Ms </div> <div style="flex: 1;"> 英文全名 Full Name in English </div> </div>				
<div style="display: flex;"> <div style="flex: 1;">中文全名 Full Name in Chinese</div> <div style="flex: 1;">出生日期(日/月/年) Date of Birth(DD/MM/YYYY)</div> <div style="flex: 1;">出生國家/地區 Country/Territory of Birth</div> </div>				
身份證明文件種類 ID Document Type <input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport <input type="checkbox"/> 旅遊證件 Travel Document <input type="checkbox"/> 其他 Others _____				
身份證明文件號碼 ID Document No. _____				
多重國籍 Multiple Nationality <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No 國籍 ^{1 5} Nationality ^{1 5} _____				
國籍 ^{2 5} Nationality ^{2 5} _____ 國籍 ^{3 5} Nationality ^{3 5} _____				
職業 Occupation _____				
<div style="display: flex;"> <div style="flex: 1;">公司電話 Office Tel. No.</div> <div style="flex: 1;">手提電話 Mobile</div> </div>				
現時住址 ⁶ Current Residential Address ⁶ _____ <div style="display: flex; justify-content: space-between;"> <div>地區 Territory _____</div> <div>國家 Country _____</div> </div>				
入住現時住址年期(月/年) Address Effective Date (MM/YY) _____				
前址(如現居於現時住址少於三年, 請註明之前住址) Previous Address (Please specify if length of residence at current residential address is less than 3 years) _____ <div style="display: flex; justify-content: space-between;"> <div>地區 Territory _____</div> <div>國家 Country _____</div> </div>				
永久住址 ⁶ Permanent Residential Address ⁶ <input type="checkbox"/> 同上現時住址相同 Same as Current Residential Address <input type="checkbox"/> 其他地址, 請註明 Other Address, please specify _____ <div style="display: flex; justify-content: space-between;"> <div>地區 Territory _____</div> <div>國家 Country _____</div> </div>				
2. 新增有關人士 New Relevant Person	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> 東主 (N) Sole Proprietor (N)</div> <div style="width: 50%;"><input type="checkbox"/> 合夥人 (N) Partner (N)</div> <div style="width: 50%;"><input type="checkbox"/> 董事 (T) Director (T)</div> <div style="width: 50%;"><input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)</div> <div style="width: 50%;"><input type="checkbox"/> 被授權持卡人 Authorised Card User</div> <div style="width: 50%;"><input type="checkbox"/> 指定理財渠道使用人 Authorised Channel User</div> <div style="width: 50%;"><input type="checkbox"/> 董事總經理 Managing Director</div> <div style="width: 50%;"><input type="checkbox"/> 財產授予人 Settlor</div> <div style="width: 50%;"><input type="checkbox"/> 保護人 Protector</div> <div style="width: 50%;"><input type="checkbox"/> 受托人 Trustee</div> <div style="width: 50%;"><input type="checkbox"/> 主要管理人 ¹ Key Controller ¹</div> <div style="width: 50%;"><input type="checkbox"/> 受任人 ² Direct Appointee ²</div> <div style="width: 100%;"><input type="checkbox"/> (組織適用 Applicable for an Organisation) 幹事 Office Bearer (職位 Title: _____)</div> <div style="width: 100%;"><input type="checkbox"/> 其他 Others _____</div> </div>			
合夥人 ³ 現行主要股東 ³ 及實益擁有人 ⁴ (如適用) Partner ³ , Current Principal Shareholder(s) ³ , and Beneficial Owner ⁴ (if applicable) <input type="checkbox"/> 合夥人 Partner _____ % <input type="checkbox"/> 主要股東 Principal Shareholder _____ % <input type="checkbox"/> 實益擁有人 Beneficial Owner _____ %				
<div style="display: flex;"> <div style="flex: 1;"> <input type="checkbox"/> 先生 Mr <input type="checkbox"/> 小姐 Miss <input type="checkbox"/> 太太 Mrs <input type="checkbox"/> 女士 Ms </div> <div style="flex: 1;"> 英文全名 Full Name in English </div> </div>				
<div style="display: flex;"> <div style="flex: 1;">中文全名 Full Name in Chinese</div> <div style="flex: 1;">出生日期(日/月/年) Date of Birth(DD/MM/YYYY)</div> <div style="flex: 1;">出生國家/地區 Country/Territory of Birth</div> </div>				

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甲部 - 新增有關人士 (個人) (續) Part A - New Relevant Persons (Individuals) (Cont)			
身份證明文件種類 ID Document Type <input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport <input type="checkbox"/> 旅遊證件 Travel Document <input type="checkbox"/> 其他 Others			
身份證明文件號碼 ID Document No.			
多重國籍 Multiple Nationality <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No		國籍1 ⁵ Nationality1 ⁵	
國籍2 ⁵ Nationality2 ⁵		國籍3 ⁵ Nationality3 ⁵	
職業 Occupation			
公司電話 Office Tel. No.		手提電話 Mobile	
現時住址 ⁶ Current Residential Address ⁶			
地區 Territory		國家 Country	
入住現時住址年期(月/年) Address Effective Date (MM/YY)			
前址(如現居於現時住址少於三年, 請註明之前住址) Previous Address (Please specify if length of residence at current residential address is less than 3 years)			
地區 Territory		國家 Country	
永久住址 ⁶ Permanent Residential Address ⁶ <input type="checkbox"/> 同上現時住址相同 Same as Current Residential Address <input type="checkbox"/> 其他地址, 請註明 Other Address, please specify			
地區 Territory		國家 Country	
3. 新增有關人士 New Relevant Person			
<input type="checkbox"/> 東主 (N) Sole Proprietor (N) <input type="checkbox"/> 合夥人 (N) Partner (N) <input type="checkbox"/> 董事 (T) Director (T) <input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)			
<input type="checkbox"/> 被授權持卡人 Authorised Card User <input type="checkbox"/> 指定理財渠道使用人 Authorised Channel User <input type="checkbox"/> 董事總經理 Managing Director <input type="checkbox"/> 財產授予人 Settlor			
<input type="checkbox"/> 保護人 Protector <input type="checkbox"/> 受托人 Trustee <input type="checkbox"/> 主要管理人 ¹ Key Controller ¹ <input type="checkbox"/> 受任人 ² Direct Appointee ²			
<input type="checkbox"/> (組織適用 Applicable for an Organisation) 幹事 Office Bearer (職位 Title: _____)			
<input type="checkbox"/> 其他 Others			
合夥人 ³ , 現行主要股東 ³ 及實益擁有人 ⁴ (如適用) Partner ³ , Current Principal Shareholder(s) ³ , and Beneficial Owner ⁴ (if applicable) <input type="checkbox"/> 合夥人 Partner _____ % <input type="checkbox"/> 主要股東 Principal Shareholder _____ % <input type="checkbox"/> 實益擁有人 Beneficial Owner _____ %			
<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 小姐 Miss <input type="checkbox"/> 太太 Mrs <input type="checkbox"/> 女士 Ms		英文全名 Full Name in English	
中文全名 Full Name in Chinese		出生日期(日/月/年) Date of Birth(DD/MM/YYYY)	
出生國家/地區 Country/Territory of Birth			
身份證明文件種類 ID Document Type <input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport <input type="checkbox"/> 旅遊證件 Travel Document <input type="checkbox"/> 其他 Others			
身份證明文件號碼 ID Document No.			
多重國籍 Multiple Nationality <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No		國籍1 ⁵ Nationality1 ⁵	
國籍2 ⁵ Nationality2 ⁵		國籍3 ⁵ Nationality3 ⁵	
職業 Occupation			
公司電話 Office Tel. No.		手提電話 Mobile	
現時住址 ⁶ Current Residential Address ⁶			
地區 Territory		國家 Country	

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OSCO9-R18(YX) 3-11 04/22 E <OSCO9>

甲部 - 新增有關人士 (個人) (續) Part A - New Relevant Persons (Individuals) (Cont)	
入住現時住址年期(月/年) Address Effective Date (MM/YY)	
前址(如現居於現時住址少於三年, 請註明之前住址) Previous Address (Please specify if length of residence at current residential address is less than 3 years)	
地區 Territory	國家 Country
永久住址 ⁶ Permanent Residential Address ⁶	
<input type="checkbox"/> 同上現時住址相同 Same as Current Residential Address	<input type="checkbox"/> 其他地址, 請註明 Other Address, please specify
地區 Territory	國家 Country

乙部 - 刪除有關人士 (個人) Part B - Delete Relevant Persons (Individuals)									
1. 刪除有關人士 Delete Relevant Person	<input type="checkbox"/> 合夥人 (N) Partner (N)	<input type="checkbox"/> 董事 (T) Director (T)	<input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)	<input type="checkbox"/> 董事總經理 Managing Director	A003 K101 A301 A001 A002 A101 K101				
	<input type="checkbox"/> (組織適用 Applicable for an Organisation) 幹事 Office Bearer (職位 Title: _____)								
	<input type="checkbox"/> 其他 Others _____								
	英文全名 Full Name in English								
中文全名 Full Name in Chinese									
身份證明文件種類 ID Document Type				<input type="checkbox"/> 香港身份證 HKID	<input type="checkbox"/> 護照 Passport	<input type="checkbox"/> 旅遊證件 Travel Document	<input type="checkbox"/> 其他 Others _____	A003 K101 A301	
身份證明文件號碼 ID Document No.									
2. 刪除有關人士 Delete Relevant Person				<input type="checkbox"/> 合夥人 (N) Partner (N)	<input type="checkbox"/> 董事 (T) Director (T)	<input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)	<input type="checkbox"/> 董事總經理 Managing Director		A001 A002 A101 K101
<input type="checkbox"/> 其他 Others _____									
英文全名 Full Name in English									
中文全名 Full Name in Chinese									
身份證明文件種類 ID Document Type				<input type="checkbox"/> 香港身份證 HKID	<input type="checkbox"/> 護照 Passport	<input type="checkbox"/> 旅遊證件 Travel Document	<input type="checkbox"/> 其他 Others _____		
身份證明文件號碼 ID Document No.									

丙部 - 更改有關人士職務 (個人) Part C - Change of capacity for Relevant Persons (Individuals)									
1. 有關人士更改有關職務 Change in capacity of company for Relevant Person	由現在 From existing	<input type="checkbox"/> 合夥人 (N) Partner (N)	<input type="checkbox"/> 董事 (T) Director (T)	<input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)	<input type="checkbox"/> 董事總經理 Managing Director	A003 K101 A301 A001 A002 A101 K101			
	<input type="checkbox"/> 其他 Others _____								
	更改為 Change to	<input type="checkbox"/> 合夥人 (N) Partner (N)	<input type="checkbox"/> 董事 (T) Director (T)	<input type="checkbox"/> 授權簽署人(Y) Authorised Signer (Y)	<input type="checkbox"/> 董事總經理 Managing Director				
	<input type="checkbox"/> 其他 Others _____								
	英文全名 Full Name in English								
中文全名 Full Name in Chinese									
身份證明文件種類 ID Document Type					<input type="checkbox"/> 香港身份證 HKID	<input type="checkbox"/> 護照 Passport	<input type="checkbox"/> 旅遊證件 Travel Document	<input type="checkbox"/> 其他 Others _____	A009-R18(YX) 4-11 04/22 E <OSCO9>
身份證明文件號碼 ID Document No.									

丙部 - 更改有關人士職務 (個人) (續) Part C - Change of capacity for Relevant Persons (Individuals) (Cont)	
2. 有關人士更改有關職務 Change in capacity of company for Relevant Person	由現在 From existing <input type="checkbox"/> 合夥人 (N) Partner (N) <input type="checkbox"/> 董事 (T) Director (T) <input type="checkbox"/> 授權簽署人 (Y) Authorised Signer (Y) <input type="checkbox"/> 董事總經理 Managing Director
	<input type="checkbox"/> 其他 Others _____
	更改為 Change to <input type="checkbox"/> 合夥人 (N) Partner (N) <input type="checkbox"/> 董事 (T) Director (T) <input type="checkbox"/> 授權簽署人 (Y) Authorised Signer (Y) <input type="checkbox"/> 董事總經理 Managing Director
	<input type="checkbox"/> 其他 Others _____
英文全名 Full Name in English	
中文全名 Full Name in Chinese	
身份證明文件種類 ID Document Type <input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport <input type="checkbox"/> 旅遊證件 Travel Document <input type="checkbox"/> 其他 Others _____	
身份證明文件號碼 ID Document No. _____	

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丁部 - 新增有關人士 (法人團體) Part D - New Relevant Persons (Corporate)	
新增有關人士 New Relevant Person	<input type="checkbox"/> 董事 Director <input type="checkbox"/> 受託人 Trustee <input type="checkbox"/> 財產授予人 Settlor <input type="checkbox"/> 保護人 Protector <input type="checkbox"/> 公司合夥人 Corporate Partner
	<input type="checkbox"/> 主要股東 Principal Shareholder - 股權/投票權 - Shares / Voting Rights _____ % (只需填寫公司名稱及註冊號碼) (Only need to fill in Company Name and Registered Number)
英文公司名稱 Company Name in English	
中文公司名稱 Company Name in Chinese	
註冊號碼 Registered No.	
<input type="checkbox"/> 公司註冊證 : C Certificate of Incorporation : C _____ <input type="checkbox"/> 商業登記證 : B Business Registration Certificate: B _____	
<input type="checkbox"/> 其他登記證明文件 : X Other Registration Certificate: X _____	
業務性質 Nature of Business	公司類別 Company Type
成立日期(日/月/年) Date of Incorporation / Establishment(DD/MM/YYYY)	營商地點 Location of Business
註冊國家/地區 Country/Territory of Registration	總部地點 Location of Headquarters
聯絡電話 Telephone No.	
註冊地址 Registered Address _____	
營業地址 Business Address	
<input type="checkbox"/> 與註冊地址相同 Same as the Registered Address <input type="checkbox"/> 其他地址 Other Address _____	

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OSCO9-R18(YX) 5-11 04/22 E <OSCO9>

戊部 - 刪除有關人士(法人團體) Part E - Delete Relevant Persons (Corporate)

刪除有關人士 Delete Relevant Person	<input type="checkbox"/> 董事 Director	<input type="checkbox"/> 受託人 Trustee	<input type="checkbox"/> 財產授予人 Settlor	<input type="checkbox"/> 保護人 Protector	<input type="checkbox"/> 公司合夥人 Corporate Partner
	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 45%;"> <input type="checkbox"/> 主要股東 Principal Shareholder </div> <div style="width: 45%;"> - 股權 / 投票權 - Shares / Voting Rights _____ % </div> </div> <div style="text-align: right; margin-top: 5px;"> (只需填寫公司名稱及註冊號碼) (Only need to fill in Company Name and Registered Number) </div>				

英文公司名稱
Company Name in English

中文公司名稱
Company Name in Chinese

註冊號碼 Registered No.

☐ 公司註冊證：C
 Certificate of Incorporation : C _____

☐ 其他登記證明文件：X
 Other Registration Certificate: X _____

☐ 商業登記證：B
 Business Registration Certificate: B _____

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己部 - 更改有關人士職務 (法人團體) Part F - Change of capacity for Relevant Persons (Corporate)

1. 有關人士更改 有關職務 Change in capacity of Relevant Person	由現在 From existing	<input type="checkbox"/> 董事 Director	<input type="checkbox"/> 受託人 Trustee	<input type="checkbox"/> 財產授予人 Settlor	<input type="checkbox"/> 保護人 Protector	<input type="checkbox"/> 公司合夥人 Corporate Partner	<input type="checkbox"/> 主要股東 - 股權/投票權 Principal Shareholder - Shares / Voting Rights _____ % (只需填寫公司名稱及註冊號碼) (Only need to fill in Company Name and Registered Number)
	更改為 Change to	<input type="checkbox"/> 董事 Director	<input type="checkbox"/> 受託人 Trustee	<input type="checkbox"/> 財產授予人 Settlor	<input type="checkbox"/> 保護人 Protector	<input type="checkbox"/> 公司合夥人 Corporate Partner	<input type="checkbox"/> 主要股東 - 股權/投票權 Principal Shareholder - Shares / Voting Rights _____ % (只需填寫公司名稱及註冊號碼) (Only need to fill in Company Name and Registered Number)
	英文公司名稱 Company Name in English						
	中文公司名稱 Company Name in Chinese						
	註冊號碼 Registered No.						
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> 公司註冊證：C Certificate of Incorporation: C _____ </div> <div> <input type="checkbox"/> 商業登記證：B Business Registration Certificate: B _____ </div> </div> <div style="margin-top: 10px;"> <input type="checkbox"/> 其他登記證明文件：X Other Registration Certificate: X _____ </div>							

註 Notes :

1. 主要管理人:

Key Controller:

主要管理人是被委任參與公司的管理或高級行政架構，對業務行使直接決策權的人士。主要管理人一般會制定公司的策略方針，並與其他董事或高級行政人員共同管理及決策公司的營運。主要管理人可為一間法人團體。主要管理人包括:

Key Controller is an individual appointed to exercise direct control over the entity, by participating in the governance or senior / executive activities of the business. Key Controller typically sets the strategic direction of the entity and exercises control jointly with other directors or senior executives. It can be a corporate entity. Key Controllers include:

- 行政總裁 / 總經理
Chief Executive Officer (CEO) / Managing Director
- 財務總監
Chief Financial Officer (CFO) / Head of Finance
- 營運總監
Chief Operating Officer (COO) / Head of Operations
- 執行合夥人
Managing Partner
- 董事會主席 / 副主席
Chairman / Deputy Chairman of Board
- 審核 / 薪酬 / 風險委員會主席
Chairman of the Audit / Remuneration / Risk Committee
- 可發出單一簽署指示的授權簽署人
Authorised Signatory with sole signing authority
- 代理人
Nominee
- 受權人
Powers of Attorney

2. 受任人:

Direct Appointee

受任人是據公司簽立的文書獲授權處理銀行事項的人士，並有權委任授權簽署人。受任人也可在附加限制下，授予權限予其他人。受任人一般是獲董事會或主要管理人委任。公司秘書為一例子。受任人可為一間法人團體。

Direct Appointee is an individual authorised under an executed instrument of the entity to act on its behalf with respect to the banking relationship, and to appoint authorised signatories or delegate authority to others to represent the business in limited circumstances, Direct Appointee is typically appointed by the Board of Directors or Key Controllers.

3. 合夥人/主要股東為有權行使申請機構10%或以上之投票權或控制該等投票權的行使之人士。若主要股東為法人團體，請進一步提供其實益擁有人之個人資料。上述主要股東所持的股份並非屬於不記名股票，否則，請另行填寫「不記名股票申報表格」(OSCO10)。

A partner / principal shareholder is a person who is entitled to exercise, or control the exercise, of 10% or more of the voting rights of the Customer. For principal shareholders that are corporate bodies, please also provide details of the corresponding individual beneficial owner(s). None of the shares are held in the form of bearer shares; if otherwise, please complete "Bearer Shares Declaration Form" (OSCO10).

4. 實益擁有人:

Beneficial owner:

(a) 就法團而言指符合以下任何一項說明的個人:

In relation to a corporation (if fulfills any of the following criteria); means an individual who,

- 直接或間接地擁有或控制(包括透過信託或持票人股份持有)該法團已發行股本的不少於10%;或
owns or controls, directly or indirectly, including through a trust or bearer share holding, not less than 10% of the issued share capital of the corporation; or
- 直接或間接地有權行使在該法團的成員大會上的投票權的不少於10%; 或支配該比重的投票權的行使;或
is directly or indirectly, entitled to exercise or control the exercise of not less than 10% of the voting rights at general meetings of the corporation; or
- 行使對該法團的管理最終的控制權;或
exercises ultimate control over the management of the corporation; or
- (如該法團是代表另一人行事)指該另一人。
if the corporation is acting on behalf of another person, means the other person.

(b) 就合夥而言指符合以下任何一項說明的個人:

In relation to a partnership (if fulfills any of the following criteria); means an individual who,

- 直接或間接地有權攤分或控制該合夥的資本或利潤的不少於10%;或
is entitled to or controls, directly or indirectly, not less than 10% share of capital or profits of the partnership; or
- 直接或間接地有權行使在該合夥的投票權的不少於10%; 或支配該比重的投票權的行使;或
is directly or indirectly, entitled to exercise or control the exercise of not less than 10% of the voting rights in the partnership; or
- 行使對該合夥的管理最終的控制權;或
exercises ultimate control over the management of corporation; or
- (如該合夥是代表另一人行事)指該另一人。
if the partnership is acting on behalf of another person, means the other person.

(c) 就信託而言指符合以下任何一項說明的個人:

In relation to a trust (if fulfills any of the following criteria); means an individual who,

- 有權享有信託財產的資本的既得權益的不少於10%的任何人，而不論該人是享有該權益的管有權、剩餘權或復歸權，亦不論該權益是否可予廢除;
is entitled to a vested interest in not less than 10% of the capital of the trust property, whether the interest is in possession or in the remainder or reversion and whether it is defeasible or not; or
- 該信託的財產授予人;或
the settlor of the trust; or
- 該信託的保護人或執行人;或
a protector or enforcer of the trust; or
- 對該信託擁有最終的控制權的個人。
an individual who has ultimate control over the trust.

(d) 就不屬(a)至(c)段所指的非法團性質之組織而言指符合以下任何一項說明的個人:

In relation to an unincorporated body other than (a) to (c) (if fulfills any of the following criteria); means an individual who,

- 最終擁有或控制該非法團性質之組織的任何人;或
ultimately owns or controls the unincorporated body; or
- (如該非法團性質之組織代表另一人行事)指該另一人。
if the unincorporated body is acting on behalf of another person, mean the other person.

如申請機構為多個層次的公司所組成，請提供其擁有權架構，以反映該架構中的每個層次及相關的最终實益擁有人。

If the Customer has a number of layers of companies in its ownership structure, please provide an organisation chart showing the chain of ownership to the corresponding ultimate beneficial owner(s).

5. 如屬非香港永久居民身份證持有人，恒生將要求有關人士提供適當證明文件。
For non-Hong Kong permanent identity card holder, we may request for appropriate documentary proof.
6. 如有所需，恒生將要求有關人士提供相關證明文件。
Corresponding documentary proof may be required upon request.

請從此戶口扣除查冊費用 Please Debit This Account For The Company Search Fee*:	港元戶口號碼 HKD A/C No.: _____	<input type="checkbox"/> 儲蓄 Saving <input type="checkbox"/> 往來 Current	授權簽署人簽署 Signature(s) of Authorised Signatory(ies) X _____
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*查冊費只適用於公司名稱、主要管理人、股東及公司架構之更改，如只更改公司圖章及簽署安排並不適用。如屬綜合戶口，請註明從儲蓄或往來戶口扣除費用。
Company Search fee is applicable for the update of company name, key controller, shareholder and structure of any company. For integrated account, please tick the Saving or Current account type for the debit of the Company Search fee.

決議及聲明 Resolutions and Declaration

- A. 如客戶屬全東商號或合夥組織，本人(等)共同及個別承認、保證、確認、同意、接受及承諾以下各項；
In the case of a sole proprietorship or partnership, I/we jointly and severally acknowledge, warrant, confirm, agree, accept and undertake as follows;
- B. 如客戶屬有限公司或組織，本人(等)證明以下決議摘錄乃真實無誤，有關決議(「是次決議」)已經客戶唯一董事或董事會或客戶管理組織(視屬何種情況而定)，於_____年_____月_____日依據客戶之組織大綱或公司組織文件(視屬何種情況而定)正式通過並已記載於客戶之會議紀錄內；本人(等)並代表客戶確認及承諾以下各項；
In the case of a limited company or an Organisation, I/we certify the following to be the true and correct extract of the resolutions as entered into the minute book of the Customer duly passed by the Sole Director or of the Board of Directors or the governing body (as the case may be) of the Customer in accordance with the articles of association or the constitutional documents (as the case may be) of the Customer on the _____ day of _____ ("the said Resolutions"), and further confirm and undertake on behalf of the Customer as follows and;
- 客戶向恒生申請新增/刪除/更改於本表格上之有關人士之資料；
The Customer requests Hang Seng to add/delete/change details of its Relevant Persons as set out in this Form above;
 - 全部接納並通過本表格之細則及其相關條款；
This Form is approved and accepted in all respects;
 - (只適用於客戶屬有限公司)授權唯一董事或構成通過是次決議的會議之法定出席人數之每名董事(包括是次會議之主席)代表客戶簽署及遞交本表格予恒生；
(Where the Customer is a limited company) The sole director or the directors (including the Chairman of the Meeting) who constituted the quorum for the meeting passing the said Resolution are hereby authorised to sign and submit to Hang Seng this Form for and on behalf of the Customer;
 - (如客戶屬組織)以下人士授權代表客戶簽署及遞交本表格予恒生(i)如屬學校校董會或法團校董會，根據教育條例獲批准或註冊的學校校監連同學校校長或另一名校董；(ii)如屬香港童軍總會，童軍總會地域或區的地域司庫或區司庫連同另一名由該地域或區的執行委員會(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理或管治組織)授權的幹事，或至少兩名由童軍總會旅的旅務委員會或旅領袖會議(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理或管治組織)授權的幹事；(iii)如屬上述(i)或(ii)以外的組織，根據客戶的章程細則或組織文件構成該等決議的法定出席人數的管治組織成員；或(iv)如以上(i)、(ii)或(iii)均不適用，至少兩名組織的幹事(包括主席及秘書，或如沒有秘書，另一名幹事)及司庫(如有)，(視乎情況而定)而且核證須根據客戶的章程細則、組織文件及任何其他適用法定要求作出；
(Where the Customer is an Organisation), (i) in the case of a management committee or incorporated management committee of a school, the Supervisor of the school together with either the Principal or another Manager of the school who has been approved or registered under the Education Ordinance; (ii) in the case of the Scout Association of Hong Kong, the Regional Treasurer or the District Treasurer of a region or district of the Scout Association together with another office bearer who has been authorized by the Executive Committee of the region or district (or any other management or governing body prescribed by statute or by the constitution and/or rules of the Scout Association from time to time), or at least two office bearers of a group of the Scout Association who have been authorized by the Group Council or the Group Scouter's Meeting (or any other management or governing body prescribed by statute or the constitution and/or rules of the Scout Association from time to time); (iii) in the case of an Organisation other than (i) or (ii) above, members of the Customer's governing body who constituted quorum for the said Resolutions in accordance with its articles of association or constitutional documents; or (iv) in the case that none of (i), (ii) or (iii) above is applicable, at least two office bearers of the Organisation (including the Chairman and the Secretary or, if there is no Secretary, then another office bearer) and the Treasurer (if any), (as the case may be) in accordance with the Customer's articles of association, constitutional documents and any other applicable statutory requirements are hereby authorized to sign and submit to Hang Seng this Form for and on behalf of the Customer;
 - 客戶承諾通知恒生如：
The Customer undertakes to advise Hang Seng if:
(i) 客戶現時(或於過往12個月內)為恒生或其附屬公司(註)之董事、行政總裁或主要股東；或任何上述之董事、行政總裁或主要股東之配偶、同居者、擁有血緣關係、通過婚姻或領養的親屬，或任何在此(i)項條文所述之人士之信託的受託人；或
he Customer is currently (or was during the last twelve months) a director, chief executive or substantial shareholders of Hang Seng or its subsidiaries (Note); or he or she is a spouse, partner, relative by blood, marriage or adoption, or a trustee of a trust to the people mentioned in this sub-clause (i); OR
(ii) (如客戶屬企業實體或其他公司)在上述(i)項條文所提及之任何人士(a)在客戶的股東大會或會員大會擁有或控制30%或以上表決權；或(b)控制客戶董事會或管治會議中的大部分組成成員。
(If the Customer is a business entity or other company) any persons mentioned in the above sub-clause (i) either (a) has 30 percent or more voting power in the Customer's general meeting or members meeting; or (b) control the composition of the majority of the Customer's board or governance meetings.
恒生需要上述資料以遵守上市規則。
(註)「附屬公司」一詞應依照經不時修訂及補充之《公司條例》(香港法律第622章)的定義。
Hang Seng requires the above information to comply with the Listing Rules.(Note): "subsidiary" has the same meaning as in the Companies Ordinance (Cap. 622 of the Laws of Hong Kong) as amended and supplemented from time to time.
 - 如客戶屬全東商號或合夥組織，本人(等)證明於本表格日期當日本人(等)或本人(等)任職之香港特別行政區政府部門與恒生並無任何公事來往，並承諾倘日後本人(等)或本人(等)任職之香港特別行政區政府部門與恒生有任何公事來往，會儘快以書面通知恒生。
Where the Customer is a sole proprietorship or partnership, as of the date of this amendment, I/we or the government department of Hong Kong Special Administrative Region in which I am/we are working have no official dealings with Hang Seng and I/we undertake to inform Hang Seng promptly in writing if I/we or the government department of Hong Kong Special Administrative Region in which I am/we are working will later become involved in any official dealings with Hang Seng.

決議及聲明 (續) Resolutions and Declaration (Cont)

7. (只適用於客戶屬合夥組織)(i)各合夥人須共同及個別承擔責任；(ii)恒生有權將替任何合夥人收取或託收之款項存入上述戶口內；(iii)在任何合夥人死亡時，恒生須待生戶口持有人提供予恒生信納之有關合夥人之死亡證明及證明已符合所有適用之法律、規則及規例後，按生戶口持有人之指示處理上述戶口結存；(iv)如合夥組織變動或任何合夥人破產，恒生仍應視當時之合夥人可全權運作一切合夥組織業務及處理其資產，正如並未發生上述變動或破產一樣。
- Where the Customer is a partnership, (i) the partners are jointly and severally responsible; (ii) Hang Seng is entitled to credit the above Account with money received or collected for the credit of any partner; (iii) subject to the survivor(s) producing to the satisfaction of Hang Seng evidence of death of such partner and evidence of compliance of all applicable laws, rules and regulations, Hang Seng shall, on the death of a partner, hold any credit balance on the above Account to the order of the survivor(s); and (iv) upon any change in the members of a partnership or any partner becoming bankrupt, Hang Seng shall treat the partners for the time being as having full power to carry on the business of the partnership and to deal with its assets as if there had been no such change or bankruptcy.
8. 每名簽署及其個人資料已列明於本表格內之個別人士(「每名個別人士」)，確認及同意恒生可根據不時給予客戶及其他個別人士之結單、通知、章程及條款內所載有關使用及披露個人資料的政策，持有、使用、處理及向指定人士披露每名個別人士應恒生之要求而提供或於每名個別人士與恒生之交易過程中所收集有關每名個別人士之個人資料及其他資料(「該等資料」)作指定用途。每名個別人士確認及同意恒生將該等資料披露予任何債務追收代理、信貸資料服務機構或類似服務之提供者，或由彼等予以持有、使用及處理，以便核實該等資料或將該等資料提供予其他機構，作為(i)信貸或其他方面之查核；及(ii)協助彼等收取債務。
- Each of the individuals who signs and/or whose personal data are set out in this Form (each "individual") acknowledges and agrees that all personal data and information with respect to each individual which are provided by each individual at the request of Hang Seng or collected in the course of dealings between each individual and Hang Seng (the "Data") may be held, used, processed and disclosed by Hang Seng for such purposes and to such persons in accordance with Hang Seng's policies on use and disclosure of personal data as set out in statements, circulars, notices or terms and conditions made available by Hang Seng to customers and other individuals from time to time. Each individual also acknowledges and agrees that the Data may be disclosed to, or held, used and processed by any debt collection agency, credit reference agency or similar service provider for the purpose of verifying such Data or enabling them to provide such Data to other institutions: (a) in order that they may carry out credit and other status checks; and (b) to assist them to collect debts.
9. 本人(等)進一步確認及同意恒生可將該等資料轉移至香港特別行政區以外地方，並可將該等資料及其他關於本人(等)及/或每名個別人士之個人資料及其他資料用於進行個人資料(私隱)條例所界定的核對程序，及提供與本人(等)及/或每名個別人士有關之銀行證明書或信貸諮詢用途。
- I/We further acknowledge and agree that Hang Seng may transfer the Data outside the Hong Kong Special Administrative Region, conduct matching procedures (as defined in the Personal Data (Privacy) Ordinance) using the Data and such other personal data and information relating to me/us and/or each individual, and provide bankers' or credit references in respect of me/us and/or each individual.
10. 客戶確認本表格內所提供有關客戶現行主要股東及/或現行實益擁有人之資料(如有的話)全屬正確及完備。客戶亦確認無理由相信於本表格所列出其資料的個人(如有的話)並非為客戶之真正實益擁有人。
- The Customer confirms that information given in this Form relating to the current principal shareholder(s) and/or current beneficial owner(s) of the Customer (if any) is correct and complete. I/We further confirm that I/we have no reason to believe that the individual(s) whose particulars set out in this Form as beneficial owner(s) of the Customer (if any) is/are not the true beneficial owner(s) of the Customer.
11. 客戶證實本申請表內所提供之資料屬完整、準確及最新，並授權恒生與任何其認為適當之人士溝通及交換資料以核實該等資料之真確性。客戶亦承諾，如任何該等資料有所更改，客戶須即時以書面通知恒生。
- The Customer acknowledges and confirms that information given in this Form is complete, accurate and up-to-date and authorises Hang Seng to communicate and to exchange such information with whatever sources Hang Seng may consider appropriate for the purpose of verifying the same. The Customer further undertakes to notify Hang Seng promptly in writing whenever there are any changes to any of such information.
12. 此等決議須向恒生呈報，之後應維持有效直至客戶通過修訂決議及恒生收到修訂決議之副本，而該副本須由下列一方核證：
- The resolutions above shall be communicated to Hang Seng and remain in force until amending resolutions have been passed by the Customer and a copy of the amending resolutions is provided to Hang Seng, which must be certified by:
- (a) (如客戶屬全東商號)東主；
(where the Customer is a sole proprietorship) the sole proprietor;
 - (b) (如客戶屬合夥經營)所有合夥人；
(where the Customer is a partnership) all of the partners;
 - (c) (如客戶屬僅有一名董事的有限公司)唯一董事；
(where the Customer is a limited company with only one director) the sole director;
 - (d) (如客戶屬有多過一名董事的有限公司)根據公司章程細則或公司組織文件構成該修訂決議的法定出席人數的每名董事(包括會議主席或董事會主席)；或
(where the Customer is a limited company with more than one director) each of the directors (including the chairman of the meeting or the chairman of the board of directors) who constituted the quorum for the said amending resolution in accordance with the articles of association or constitutional documents; or
 - (e) (如客戶屬組織)，
(where the Customer is an Organisation),
 - (i) 如屬學校校董會或法團校董會，根據教育條例獲批准或註冊的學校校監連同學校校長或另一名校董；
in the case of a management committee or incorporated management committee of a school, the Supervisor of the school together with either the Principal or another Manager of the school who has been approved or registered under the Education Ordinance;
 - (ii) 如屬香港童軍總會，童軍總會地域或區的地域司庫或區司庫連同另一由該地域或區的執行委員會(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理層或管治組織)授權的幹事，或至少兩名由童軍總會旅的旅務委員會或旅領袖會議(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理層或管治組織)授權的幹事；
in the case of the Scout Association of Hong Kong, the Regional Treasurer or the District Treasurer of a region or district of the Scout Association together with another office bearer who has been authorised by the Executive Committee of the region or district (or any other management or governing body prescribed by statute or by the constitution and/or rules of the Scout Association from time to time), or at least two officer bearers of a group of the Scout Association who have been authorised by the Group Council or the Group Scouter's Meeting (or any other management or governing body prescribed by statute or the constitution and/or rules of the Scout Association from time to time);
 - (iii) 如屬上述(i)或(ii)以外的組織，根據客戶的章程細則或組織文件構成該等決議的法定出席人數的管治組織成員；或
in the case of an Organisation other than (i) or (ii) above, members of the Customer's governing body who constituted quorum for the said Resolutions in accordance with its articles of association or constitutional documents; or
 - (iv) 如以上(i)、(ii)或(iii)均不適用，至少兩名組織的幹事(包括主席及秘書，或如沒有秘書，另一名幹事)及司庫(如有)，
in the case that none of (i), (ii) or (iii) above is applicable, at least two office bearers of the Organisation (including the Chairman and the Secretary or, if there is no Secretary, then another office bearer) and the Treasurer (if any),
- (視乎情況而定)而且核證須根據客戶的章程細則、組織文件及任何其他適用法定要求作出。
- (as the case may be) in accordance with the Customer's articles of association, constitutional documents and any other applicable statutory requirements.

茲證明、確認、同意並簽署：Certified, confirmed, agreed and signed by

以客戶名義

For and on behalf of the Customer

東主/合夥人/會議主席
Sole Proprietor / Partner / Chairman of the meeting

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

合夥人/董事
Partner / Director

X _____

姓名Name: _____

(客戶為組織適用)
(For Customers which are Organisations)

X _____

姓名Name: _____

職位Title: _____

(客戶為組織適用)
(For Customers which are Organisations)

X _____

姓名Name: _____

職位Title: _____

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OSCO9-R18(YX) 10-11 04/22 E <OSCO9>

簽署指引 Signature Requirements	
全東商號 Sole Proprietorship	須由東主簽署 Signed by Sole Proprietor
合夥經營商 Partnership	須由所有合夥人簽署 Signed by ALL Partners
有限公司 Limited Company	須根據客戶公司組織大綱或公司其他組織文件由唯一董事或構成本決議之法定出席人數之每名董事(包括會議主席)簽署 Signed by the Sole Director or each of the Directors (including the Chairman of the meeting) who constituted the quorum for the said Resolutions in accordance with the articles of association or other constitutional documents of the customer.
如客戶為組織 For a Customer which is an Organisation	<p>決議須由下列人士簽署： The above Resolutions must be signed by:</p> <p>(a) 如屬學校校董會或法團校董會，根據教育條例獲批准或註冊的學校校監連同學校校長或另一名校董； in the case of a management committee or incorporated management committee of a school, the Supervisor of the school together with either the Principal or another Manager of the school who has been approved or registered under the Education Ordinance;</p> <p>(b) 如屬香港童軍總會，童軍總會地域或區的地域司庫或區司庫連同另一名由該地域或區的執行委員會(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理或管治組織)授權的幹事，或至少兩名由童軍總會旅的旅務委員會或旅領袖會議(或由法例或童軍總會會章及/或規條不時訂明的任何其他管理層或管治組織)授權的幹事 in the case of the Scout Association of Hong Kong, the Regional Treasurer or the District Treasurer of a region or district of the Scout Association together with another office bearer who has been authorised by the Executive Committee of the region or district (or any other management or governing body prescribed by statute or by the constitution and/or rules of the Scout Association from time to time), or at least two officer bearers of a group of the Scout Association who have been authorised by the Group Council or the Group Scouter's Meeting (or any other management or governing body prescribed by statute or the constitution and/or rules of the Scout Association from time to time);</p> <p>(c) 如屬上述(一)或(二)以外的組織，根據客戶的章程細則或組織文件構成該等決議的法定出席人數的管治組織成員；或 in the case of an Organisation other than (a) or (b) above, members of the Customer's governing body who constituted quorum for the said Resolutions in accordance with its articles of association or constitutional documents; or</p> <p>(d) 如以上(a)、(b)或(c)均不適用，至少兩名組織的幹事(包括主席及秘書，或如沒有秘書，另一名幹事)及庫(如有)， in the case that none of (a), (b) or (c) above is applicable, at least two office bearers of the Organisation (including the Chairman and the Secretary or, if there is no Secretary, then another office bearer) and the Treasurer (if any),</p> <p>(視乎情況而定)而且簽署須根據客戶的章程細則、組織文件及任何其他適用法定要求作出。 (as the case may be) in accordance with the Customer's articles of association, constitutional documents and any other applicable statutory requirements.</p> <p>如客戶屬組織，「管治組織」(a)如客戶屬社團，指負責社團管理及運作的委員會或其他管治組織；(b)如客戶屬學校，指根據教育條例註冊的學校校董會或法團校董會(視乎情況而定)；(c)如客戶屬業主立案法團，指根據建築物管理條例委任的管理委員會；(d)如客戶屬童軍總會，指童軍總會的童軍地域、區或旅的執行委員會或委員會(視乎情況而定)；及(e)如客戶屬任何其他組織，指負責組織管理及運作的管理或其他管治組織。 In respect of a Customer which is an Organisation, "governing body", in the case of (a) a society, means the committee or other governing body responsible for its management and operation; (b) a school, means the management committee or incorporated management committee of the school (as the case may be) registered pursuant to the Education Ordinance; (c) an owners' corporation, means the management committee appointed pursuant to the Building Management Ordinance; (d) the Scout Association, means the Executive Committee or Council of the region, district or group of the Scout Association (as the case may be); and (e) any other organisation, means the management or other governing body responsible for its management and operation.</p>

銀行專用 For Bank Use			
Receiving Br.	Confirm Customer belongs to : Approval required	Approved by	BOS / GSC Maintenance
CDS K072 & K073 checked by	<input type="checkbox"/> BLRO (see AML001 S19) <input type="checkbox"/> CRRT <input type="checkbox"/> SCC <input type="checkbox"/> Bearer Shares <input type="checkbox"/> High-risk Tax	BOS / GSC : <input type="checkbox"/> Delete s124 (Restricted Sole Prop. or Partnership A/C) INV A/C : _____	

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OSCO9-R18(YX) 11-11 04/22 E <OSCO9>

私隱聲明

致各客戶及其他個別人士關於個人資料（私隱）條例（「條例」）的通知

我們致力保護你的私隱

1

收集及儲存

我們收集你的資料的途徑包括

- 經你與我們的互動及使用我們的產品和服務
- 在你瀏覽我們的網站或應用程式時經 cookies 及類似技術（詳情請查閱「Cookies 政策」）
- 從其他人士及公司（包括其他滙豐集團旗下公司）

我們也可能透過整合及分析資料衍生有關你的資料。若你不向我們提供資料，我們可能無法為你提供產品或服務。

我們可能將你的資料儲存於本地或香港以外的地方（包括雲端）。無論你的資料儲存於何處，均受我們的資料標準及政策約束。我們有責任根據香港法律保護你的資料安全。

2

用途

我們將你的資料用於

- 為你提供產品及服務（例如銀行金融及/或保險），包括進行信用檢查和其他日常運作
- 管理我們業務及履行義務，包括行使我們收取債務的法律權利
- 偵測、調查及預防金融罪案
- 核實你的身分
- 經你同意後向你發送直接促銷資料（詳情請查閱下方第 7 部分）
- 設計我們的產品及分析我們服務的使用狀況
- 改進我們的產品、服務及市場推廣活動
- 確定銀行對你或你對銀行的債務
- 第 6 部分所列的其他目的

3

披露

我們與以下人士披露你的資料

- 其他滙豐集團旗下公司
- 幫助我們向你提供服務或代表我們行事的第三方
- 信貸資料服務機構（包括信貸資料服務機構使用的中央資料庫經營者），及在你違約的情況下，向債務催收機構提供你的貸款資料
- 你同意我們與之披露你資料的第三方（包括經由應用程式介面）
- 第 8 部分所列的其他第三方

我們可能在本地或香港以外的地方披露你的資料。

4

你的權利

查閱及更改

你可要求查閱我們所儲存有關你的資料。我們可能就此向你收取費用。

你也可要求我們

- 改正或更新你的資料
- 說明我們的資料政策及慣例

你可控制自己的市場推廣偏好

你可控制收取市場推廣資料的類型，以及收取方式。

你可隨時致電客戶服務熱線(852) 2822 0228 聯絡我們對市場推廣偏好作出更改，或透過個人 e-Banking 更新有關偏好。

你可聯絡我們

香港德輔道中 83 號
恒生銀行有限公司
資料保護主任
傳真：(852) 2868 4042

*Cookies 政策：恒生銀行網站 > 資源 > 重要通告 > 網上重要通告 > Cookies 政策。

5

資料

我們可能會

- 收集你向我們提供，與我們的產品或服務有關的個人資料
- 收集生物辨識資料，例如你的語音認證、指紋及面部識別資料
- 基於你的流動或其他電子裝置收集你的地域及位置資料
- 從代表你的人士或你透過我們服務與之往來的人士收集資料
- 從公開渠道、信貸資料服務機構、債務催收及防範詐騙機構以及其他資料整合機構收集資料
- 收集你使用我們的產品或服務時所衍生的其他資料

6

其他用途

我們將你的資料進一步用於

- 編製及維持銀行的信貸評分模式並確保你的信用資料合適
- 遵守法律、法則、合同安排及要求（包括我們的內部政策）或包括香港或其以外的地區或國家的要求，這些監管規定或要求可能是我們或滙豐集團必須遵從或選擇自願遵從的
- 於第三方網站上為你提供個人化廣告（這可能涉及我們將你與他人的資料進行整合）
- 讓我們的受讓人能對擬進行的轉讓交易作出評核
- 與上述（列於第 2 部分及第 6 部分）有關或你同意的其他用途

如你提供他人的資料

如你向我們提供有關其他人士的資料，你應按本通知所述，告知該人士我們將如何收集、使用和披露其資料，並最好先取得其同意。

7

直接促銷

指我們使用你的資料向你發送我們或我們的合作品牌、獎賞或忠誠計劃合作夥伴或慈善機構提供的金融、保險或相關產品、服務和優惠詳情。

向你進行市場推廣時，我們可能會使用你的資料，例如你的姓名、聯絡資料、產品及服務組合資料、交易模式及行為、位置資料、財務背景、人口統計資料、流動裝置識別碼及你使用我們的網站與應用程式的相關資料。

恒生銀行有限公司

8

進一步披露

我們進一步向以下人士披露你的資料

- 本地或海外法律、監管、執法、政府和稅務等機構或權力機關，以及執法機構與金融業界之間的任何合作協議
- 與你持有聯名戶口的任何人士、可代表你作出指示的人士以及為你的貸款提供（或可能提供）擔保的任何人士
- 銀行、證券及其他金融交易的交易對手
- 任何第三方財務機構、承保人、信用卡公司、證券及投資服務供應商以及我們可能轉讓業務或資產的任何第三方以便其評估我們的業務
- 獎賞、合作品牌或優惠計劃的合作夥伴及供應商、慈善或非牟利機構
- 支票的付款銀行
- 商戶及商戶的收單財務機構
- 我們的實質或擬轉讓人

9

信貸資料

若你申請、擁有或曾有貸款（包括房屋貸款）

我們會對你進行信用檢查，這可能涉及我們向信貸資料服務機構（包括信貸資料服務機構使用的任何中央資料庫經營者），及在你違約的情況下，向債務催收機構提供你的貸款資料。信貸資料服務機構會將此類資料添加到其資料庫及其使用的任何中央資料庫，可供其他信貸提供者查閱，幫助評估是否向你提供信貸。你可查詢我們定期向信貸資料服務機構披露甚麼資料，並於有需要時向其提出進一步查閱及更改資料的要求。

信貸資料服務機構將保存你的資料。你可在全數清還貸款後，指示我們要求信貸資料服務機構刪除有關資料。信貸資料服務機構只會在下列情況下刪除你的資料：

- 你並無在全數清還貸款日之前的 5 年內，有任何逾期 60 日或以上之欠賬。如有，信貸資料服務機構會從欠賬全數還清日起計，將你的資料保留 5 年；
- 你未曾宣告破產並撇銷名下的貸款金額。如有，信貸資料服務機構將於你解除破產之日起計 5 年屆滿後（你須在解除時通知信貸資料服務機構），或你全數還清欠賬之日起計 5 年屆滿後，刪除你的相關紀錄

本通知於我們儲存你的資料期間適用。我們也會每年向你提供此通知的最新版本。中文本與英文本如有歧義，概以英文本為準。

私隱聲明

致各客戶及其他個別人士關於個人資料（私隱）條例（“條例”）的通知

我們致力保護你的私隱

1

收集及儲存

我們收集你的資料的途徑包括

- 經你與我們的互動及使用我們的產品和服務
- 在你瀏覽我們的網站或應用程式時經 cookies 和類似技術（詳情請查閱“Cookies 政策”）
- 從其他人士和公司（包括其他匯豐集團旗下公司）

我們也可能通過整合和分析資料衍生有關你的資料。若你不向我們提供資料，我們可能無法為你提供產品或服務。

我們可能將你的資料保存在本地或香港以外的地方（包括雲端）。無論你的資料儲存在何處，均受我們的資料標準和政策約束。我們有責任根據香港法律保護你的資料安全。

2

用途

我們將你的資料用於

- 為你提供產品和服務（例如銀行金融及／或保險），包括進行信用檢查和其他日常運作
- 管理我們業務和履行義務，包括行使我们收取債務的法律權利
- 偵測、調查和預防金融罪案
- 核實你的身份
- 經你同意後向你發送直接促銷資料（詳情請查閱下方第 7 部分）
- 設計我們的產品和分析我們服務的使用狀況
- 改進我們的產品、服務和市場推廣活動
- 確定銀行對你或你對銀行的債務
- 第 6 部分所列的其他目的

3

披露

我們與以下人士披露你的資料

- 其他匯豐集團旗下公司
- 幫助我們向你提供服務或代表我們行事的第三方
- 信貸資料服務機構（包括信貸資料服務機構使用的中央資料庫經營者），及在你違約的情況下，向債務催收機構提供你的貸款資料
- 你同意我們與之披露你資料的第三方（包括經由應用程式界面）
- 第 8 部分所列的其他第三方

我們可能在本地或香港以外的地方披露你的資料。

4

你的權利

查閱及更改

你可要求查閱我們所儲存有關你的資料。我們可能就此向你收取費用。

你也可以要求我們

- 改正或更新你的資料
- 說明我們的資料政策和慣例

你可控制自己的市場推廣偏好

你可控制收取市場推廣資料的類型，以及收取方式。

你可隨時撥打客戶服務熱線(852) 2822 0228 聯繫我們對市場推廣偏好作出更改，或通過個人 e-Banking 更新有關偏好。

你可聯繫我們

香港德輔道中 83 號
恒生銀行有限公司
資料保護主任
傳真：(852) 2868 4042

*Cookies 政策: 恒生銀行網站 > 資源 > 重要通告 > 網上重要通告 > Cookies 政策。

5

资料

我们可能会

- 收集你向我们提供，与我们的产品或服务有关的个人资料
- 收集生物识别资料，例如你的语音认证、指纹和面部识别资料
- 基于你的移动或其他电子设备收集你的地域和位置资料
- 从代表你的人士或你通过我们服务与之往来的人士收集资料
- 从公开渠道、信贷资料服务机构、债务催收和防范诈骗机构以及其他资料整合机构收集资料
- 收集你使用我们的产品或服务时所衍生的其他资料

6

其他用途

我们将你的资料进一步用于

- 编制和维持银行的信贷评分模式并确保你的信用资料合适
- 遵守法律、法则、合同安排和要求（包括我们的内部政策）或包括香港或其以外的地区或国家的要求，这些监管规定或要求可能是我们或汇丰集团必须遵从或选择自愿遵从的
- 在第三方网站上为你提供个性化广告（这可能涉及我们将你与他人的资料进行整合）
- 让我们的受让方能对拟进行的转让交易作出评核
- 与上述（列于第 2 部分和第 6 部分）有关或你同意的其他用途

如你提供他人的资料

如你向我们提供有关其他人士的资料，你应按本通知所述，告知该人士我们将如何收集、使用和披露其资料，并最好先取得其同意。

7

直接促销

指我们使用你的资料向你发送我们或我们的合作品牌、奖赏或忠诚计划合作伙伴或慈善机构提供的金融、保险或相关产品、服务和优惠详情。

向你进行市场推广时，我们可能会使用你的资料，例如你的姓名、联系资料、产品和服务组合资料、交易模式和行为、位置资料、财务背景、人口统计资料、移动设备识别码和你使用我们的网站与应用程序的相关资料。

8

进一步披露

我们进一步向以下人士披露你的资料

- 本地或海外法律、监管、执法、政府和税务等机构或权力机关，以及执法机构与金融业界之间的任何合作协议
- 与你持有联名账户的任何人士、可代表你作出指示的人士以及为你的贷款提供（或可能提供）担保的任何人士
- 银行、证券及其他金融交易的交易对手
- 任何第三方财务机构、承保人、信用卡公司、证券及投资服务供应商和我们可能转让业务或资产的任何第三方以使其评估我们的业务
- 奖赏、合作品牌或优惠计划的合作伙伴和供应商、慈善或非牟利机构
- 支票的付款银行
- 商户及商户的收单财务机构
- 我们的实质或拟转让人

9

信贷资料

若你申请、拥有或曾有贷款（包括房屋贷款）我们会对你进行信用检查，这可能涉及我们向信贷资料服务机构（包括信贷资料服务机构使用的任何中央资料库经营者），和在你违约的情况下，向债务催收机构提供你的贷款资料。信贷资料服务机构会将此类资料添加到其资料库及其使用的任何中央资料库，可供其他信贷提供者查阅，帮助评估是否向你提供信贷。你可查询我们定期向信贷资料服务机构披露什么资料，并在有需要时向其提出进一步查阅及更改资料的要求。

信贷资料服务机构将保存你的资料。你可在全数清还贷款后，指示我们要求信贷资料服务机构删除有关资料。信贷资料服务机构只会在下列情况下删除你的资料：

- 你并无在全数清还贷款日之前的 5 年内，有任何逾期 60 日或以上的欠账。如有，信贷资料服务机构会从欠账全数还清日起计，将你的资料保留 5 年；
- 你未曾宣告破产并撤销名下的贷款金额。如有，信贷资料服务机构将于你解除破产之日起计 5 年届满后（你须在解除时通知信贷资料服务机构），或你全数还清欠账之日起计 5 年届满后，删除你的相关纪录

本通知在我们储存你的资料期间适用。我们也会每年向你提供此通知的最新版本。中文本与英文本如有歧义，概以英文本为准。

PRIVACY NOTICE

Notice to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance (the "Ordinance")

Your privacy, Our priority.

1

COLLECTION AND STORAGE

We collect your data

- through your interaction with us and our products and services
- through the use of cookies and similar technology when you access our websites or apps (see our "Cookies Policy" for details)
- from other people and companies, including other HSBC group companies

We may also generate data about you by combining and analysing data. If you don't give us data, we may not be able to provide products or services to you.

We may store your data locally or outside Hong Kong, including in the cloud. We apply our global data protection standards and policies wherever your data is stored. We're responsible for keeping your data safe in compliance with Hong Kong law.

2

PURPOSE

We use your data

- to provide products and services (e.g. banking, financial and/or insurance) to you, conducting credit checks and other daily operations
- to manage our business and enforce obligations, including exercising our legal rights to collect debt
- to detect, investigate and prevent financial crimes
- to verify your identity
- to send you marketing information if you've consented to it (see section 7 below for details)
- to design our products and analyse how people use our services
- to improve our products, services and marketing
- to determine the amount of debt owed to or by people
- for other purposes set out in section 6 below

3

SHARE

We share your data with

- other HSBC group companies
- third parties who help us provide services to you or act for us
- credit reference agencies (including the operator of any centralised database they use), and, in case of default, debt collection agencies
- third parties whom you've consented to share data with (including using application programming interfaces)
- other third parties as set out in section 8 below

We may share your data locally or outside Hong Kong.

4

YOUR RIGHTS

Access and correction

You can request access to the data we store about you. We may charge a fee for this.

You can also ask us to

- correct or update your data
- explain our data policies and practices

Your control on marketing preferences

You control what marketing information you receive from us and how you receive it.

You can change your marketing preferences any time by contacting us via Customer Service Hotline (852) 2822 0228 or updating your preferences on Personal e-Banking.

You can contact us

Data Protection Officer
Hang Seng Bank Limited
83 Des Voeux Road Central, Hong Kong
Fax: (852) 2868 4042

*Cookies Policy: [Hang Seng Bank Website](#) > [Resources](#) > [Important Notices](#) > [Online Important Notices](#) > [Cookies Policy](#).

5

DATA

We may collect

- personal information you provide to us in connection with our products or services
- biometric data such as your voice ID, finger print and facial recognition data
- your geographic and location data based on your mobile or other electronic device
- data from people who act for you or who you deal with through our services
- data from public sources, credit reference, debt collection and fraud prevention agencies, and other aggregators
- other data generated when you use our products or services

6

OTHER PURPOSES

We further use your data

- to create and maintain our credit scoring models and ensure your credit worthiness
- to comply with laws, regulations, contractual arrangements, requirements (including our internal policies), or requests in or outside Hong Kong that we or the HSBC Group are under (our compliance could be mandatory or voluntary)
- to provide you with personalised advertisements on third party websites (this may involve the combination of your data with others)
- to enable our assignee to evaluate a transaction intended to be assigned
- for other purposes relating to the above (in section 2 and section 6) or to which you have consented

If you provide data about others

If you provide data to us about another person, you should tell that person how we'll collect, use and share their data as explained in this notice and it's best to seek their consent.

7

DIRECT MARKETING

Means using your data to send you details about financial, insurance, rewards or loyalty programmes, or related products, services and offers provided by us or our co-branding, rewards or loyalty programme partners or charities.

We may use data such as your name, contact details, products and services portfolio information, transaction patterns and behaviour, location data, financial background, demographics, mobile device ID, and data relating to your usage of our websites and apps when we market to you.

Hang Seng Bank Limited

8

FURTHER SHARING

We further share your data with

- local or overseas legal, regulatory, law enforcement, government, tax and other bodies or authorities, and any partnerships between law enforcement and the financial sector
- any person who you hold a joint-named account with, people who can provide instructions for you and anyone who is providing (or may provide) security for your loans
- counterparties to banking, securities and other financial transactions
- any third party financial institutions, insurers, credit card companies, securities and investment services providers and any other third parties who we may transfer our business or assets to so they can evaluate our business
- partners and providers of reward, co-branding or loyalty programmes, charities or non-profit organisations
- drawee banks of cheques
- merchants and card acquirers of merchants
- our actual or proposed assignees

9

CREDIT INFORMATION

If you apply for, have, or have had, a loan including a mortgage

We'll perform credit checks on you which may involve us providing your loan data to credit reference agencies (CRAs) (including the operator of any centralised database used by CRAs), and in the event of default, to debt collection agencies. The CRAs will add this data to their database and any centralised database used by them, which is available to other credit providers to help them assess whether to provide you with credit. You can ask us what data is routinely disclosed to CRAs, and make further data access and correction requests to them if needed.

The CRAs will keep your data. You can request us to ask the CRAs to delete it once you've fully repaid your loan. They'll only do this if:

- none of your payments were more than 60 days overdue in the 5 years before you fully repaid your loan. If they were, the CRAs will keep your data for 5 years from the date you fully paid that missed payment;
- you aren't declared bankrupt with an amount under your loan being written off. If you are, the CRAs will delete that record after 5 years from the date you're discharged from bankruptcy (you must tell them when this happens) or 5 years from the date you fully repay the overdue loan amount

This notice will apply for as long as we store your data. We'll normally send you the latest version once a year. In case of discrepancies between the English and Chinese version, the English version shall apply and prevail.

Member HSBC Group