



恒生商業 e-Banking 服務 – 恢復使用服務 / 更改使用人資料申請表格
Hang Seng Business e-Banking Services –
Service Reactivation / Change of User Information Request Form

致：恒生銀行有限公司
To: Hang Seng Bank Limited

日期(日/月/年)
Date(DD/MM/YY)

請用正楷填寫，在適當方格內加上“√”及刪除不適用者*，填妥表格後交回本銀行任何一間分行，或郵寄至以下地址。如有其他疑問，請致電 2198 8000 與本行服務員聯絡。

香港九龍旺角亞皆老街113號恒生113 16樓 - BOS WCAS

Please complete in BLOCK LETTERS, “√” where appropriate and delete whichever is not applicable* and return the completed form to any of our branches, or send to the below address. For further enquiries, please contact our Customer Service Representatives on 2198 8000.

BOS WCAS, 16/F, Hang Seng 113, 113 Argyle Street, Mongkok, Kowloon, Hong Kong

甲部 Part A – 客戶及相關使用人基本資料 Basic Information of the Customer and the Concerned User	
基本戶口機構(英文)名稱 Principal Account in the Name of (in English)	
使用人(英文)姓名 Name of User (in English)	
基本戶口號碼 Principal Account No.	聯絡電話 Contact Tel. No.
身份證明文件號碼 Number of Identity Proof <input type="checkbox"/> 香港身份證 HKID No. _____ <input type="checkbox"/> 護照 Passport _____ <input type="checkbox"/> 其他 Other _____	簡名 Short Name _____ <input type="checkbox"/> 主要使用人 註2 Primary User Note2 <input type="checkbox"/> 一般使用人 註3,4 Secondary User Note3,4

乙部 Part B – 服務類別 Category of Service	
<input type="checkbox"/> 恢復以上使用人之恒生商業 e-Banking 服務 註1 Reactivate Hang Seng Business e-Banking Services for the above user Note1	
<input type="checkbox"/> 更改使用人資料 Change Information of User Profile 請選擇所需服務 Please select the required service(s): <input type="checkbox"/> 請將主要使用人之簡名更改至 _____ (只適用於主要使用人) Please change the user's Short Name to: _____ (Primary User Only) 更改簡名後啟動商業e-Banking，流動保安編碼將為預設的認證工具。 After the Short Name is changed, Mobile Security Key is the default Authentication Tool during Business e-Banking activation. <input type="checkbox"/> 請將密碼及保安編碼器之郵寄地址更改為此戶口之登記地址 Please change the mailing address for the PIN and Security Device to the address under this account: _____ <input type="checkbox"/> 請更新使用人的登記身份證明文件號碼至 Please change the user's registered personal identification number to: <input type="checkbox"/> 香港身份證 HKID No. _____ <input type="checkbox"/> 護照 Passport _____ <input type="checkbox"/> 其他 Other _____	

丙部 Part C – 更改使用人聯絡資料 Change Contact Information of User Profile

請更改所需聯絡資料

Please change the required contact information :

手提電話號碼 註6,7,8 Mobile Number Note6,7,8	區號: Area code ()	
電郵地址 註6 Email Address Note6		

註 Note :

- 如某一指定戶口的e-Statement服務遭暫停使用乃因所有主要使用人被暫停所致，除非貴公司與本行另有安排，否則，恢復其中一位主要使用人使用恒生商業 e-Banking 服務，則該戶口的有關 e-Statement 服務亦同時自動恢復。
If the e-Statement service for a designated account has been suspended as a result of the suspension of all Primary Users, your instruction to reactivate the use of the Hang Seng Business e-Banking Service by any one of the Primary User(s) will reactivate the e-Statement service for that account at the same time, unless otherwise agreed by your company and the Bank.
- 如更改資料的使用人為主要使用人，申請表格必須由該主要使用人自行簽署。
The Primary User must sign the request form for changing his/her own information.
- 如更改資料的使用人為一般使用人及貴公司之恒生商業 e-Banking 使用設定是由一位主要使用人批准，此表格須由該一般使用人及其中一位主要使用人簽署。
If the change of user information is for the Secondary User and the Management Control of Hang Seng Business e-Banking is authorised by one Primary User, the Secondary User and one of the Primary User(s) must sign.
- 如更改資料的使用人為一般使用人及貴公司之恒生商業e-Banking使用設定是由兩位主要使用人共同批准，此表格須由該一般使用人及兩位主要使用人一同簽署。
If the change of user information is for a Secondary User and the Management Control of Hang Seng Business e-Banking is jointly authorised by two Primary Users, the Secondary User and the two Primary Users must sign.
- 請填寫任何一個客戶名下之戶口號碼，而主要使用人乃該戶口之授權簽署人士。
Please specify one of the account numbers in the name of the Customer which the Primary User(s) is/are the authorised signatory(ies).
- 使用人所輸入的手提電話號碼及電郵地址僅使用於商業e-Banking服務(包括e-Alert服務)，有關資料將不會用作更新使用人於本行其他紀錄內之聯絡資料。請確保使用人的資料有效，否則，本行可能未能提供有關服務。
The e-mail address and mobile phone number will be used solely for Business e-Banking Services (including e-Alert Services); it will not be used to update the Bank's other records. Please keep the said information updated, failure to do so may result in our inability to provide such service.
- 有關收取接收短訊的收費詳情，請聯絡使用人的手提電話服務網絡供應商查詢。
Please check with user's mobile service provider(s) for the fees to be charged for receiving SMS text message service.
- 本行就部分銀行交易所發放的短訊通知只會傳送至使用人於本行登記的手提電話號碼，即使使用人已啟動由香港流動電話服務供應商所提供的「短訊轉駁服務」，此等短訊亦不會被轉送至任何其他流動電話號碼。
SMS notification messages for selected banking transactions will only be sent to user's mobile phone number registered with the Bank, and such SMS messages will not be forwarded even if user has subscribed to "SMS Forwarding" service provided by your mobile service provider(s) in Hong Kong.

重要訊息 Important Notice :

商業e-Banking使用人如需更改所有恒生銀行有關戶口的登記個人身份證明文件號碼紀錄，請使用「更改/補誌客戶資料申請表格」(表格編號OSCR5)。

For Business e-Banking User(s) who request(s) for update of his/her/their registered personal identification number(s) with respect to all applicable accounts at Hang Seng Bank, please fill in "Change / Update of Customer's Information Form" (Form No. OSCR5).

主要使用人簽署 註2,3,4 Signature(s) of Primary User(s) Note2,3,4	一般使用人簽署 (如適用) 註3,4 Signature of Secondary User (if Applicable) Note3,4
X _____	X _____
姓名 Name : _____	姓名 Name : _____
戶口號碼 註5 Account No. Note5 : _____	戶口號碼 註5 Account No. Note5 : _____

銀行專用 For Bank Use

Receiving Br. Code	Authorised signature	CAS
Signature / ID verified		
Checked by		

>>OPS>BOS

IB23-R10(YX) 2-2 08/23 E