

終止 / 恢復郵寄結單及交易通知書服務

Discontinuation / Resumption of Statements and Advices Mailing Service

致： 華僑銀行 (香港) 有限公司
To: OCBC Bank (Hong Kong) Limited

注意 Note:

- 所有申請均須銀行認可方為有效。
All alterations will not be valid unless approved by the Bank.
- 請用正楷填寫，並在適當方格內加“✓”。
Please complete in BLOCK LETTERS and place a “✓” mark where applicable.
- 申請使用之賬戶必須屬同一賬戶持有人。
All applied account(s) should belong to the same account holder.

透過網上理財終止郵寄結單及交易通知書服務 (只適用於個人非聯名賬戶)

登入網上理財 > 選擇「電子結單及交易通知書」 > 「終止郵寄結單及交易通知書」 > 選擇適當賬戶 > 按「確認」。有關指示於3個工作天內生效。客戶亦可於該頁面查看於本行記錄的電郵地址。

Suppress statements and advices mailing service via Internet Banking (Only applicable to personal single name account)

Log on Internet Banking > click into “eStatement & eAdvice” > “Discontinue Paper Statement & Advice” > Select applicable account(s) > Press “Confirm”. Such instruction will be effective within 3 business days. You may also check your email address recorded in our Bank on that webpage.

客戶資料 Account Holder's Information

戶名： Account Name:				
身份證明文件： Identification Document:	☐ 香港身份證 HKID Card	☐ 護照 Passport	☐ 商業登記證 Business Registration Certificate	☐ 公司註冊證書 Certificate of Incorporation
	☐ 其他 Others _____			
	號碼： Number: _____			

終止 / 恢復郵寄結單及交易通知書服務 Discontinuation / Resumption of Statements and Advices Mailing Service

終止 / 恢復結單及交易通知書郵寄服務是以賬戶為基礎，當指示生效後，本行將停止 / 恢復郵寄與該賬戶號碼有關之所有結單及交易通知書至閣下。
終止 / 恢復匯款服務交易通知書郵寄服務則涵蓋至所有賬戶，當指示生效後，本行將停止 / 恢復郵寄所有賬戶之匯款服務交易通知書至閣下。

Discontinuation / Resumption of statements and advices mailing service is on account basis. Once the instruction is effective, the mailing of all statements and advices for the specified account will be discontinued / resumed.

Discontinuation / Resumption of Remittance Services Advice will be inclusive of all accounts. Once the instruction is effective, the mailing of Remittance Services Advice for all account will be discontinued / resumed.

終止郵寄 * Discontinue Mailing *	恢復郵寄 ^ Resume Mailing ^	
☐	☐	所有賬戶 All Accounts
☐	☐	華僑宏富理財 / 綜合理財戶口月結單 OCBC Premier Banking / Integrated Account Statement
☐	☐	賬戶 / 卡號碼 Account / Card Number: _____
☐	☐	賬戶 / 卡號碼 Account / Card Number: _____
☐	☐	賬戶 / 卡號碼 Account / Card Number: _____
☐	☐	賬戶 / 卡號碼 Account / Card Number: _____
☐	☐	賬戶 / 卡號碼 Account / Card Number: _____
☐	☐	匯款服務交易通知書 Remittance Services Advice

* 電郵地址 Email Address

如閣下欲終止郵寄結單及交易通知書，閣下必須為電子理財客戶並已將相關賬戶附加於電子理財服務內。本行將於最新的電子結單及交易通知書上載至網上理財後，發送電郵提示至閣下於本行現有紀錄的電郵地址。有關申請將在接獲閣下申請表後3個工作天內處理。如閣下欲更改有關電郵地址，請同時填寫及遞交本行「更改客戶資料通知書」。

If you opt to discontinue mailing of statements and advices to you, you should be a eBanking customer and the relevant account(s) should have been added to eBanking service. The Bank will advise you with an email notification to the email address recorded in the Bank after the latest eStatements and eAdvice become available on our Internet Banking. Your instruction will be handled within 3 business days upon our receipt of this form. If you want to change the email address, please fill out and submit to the Bank “Notice of Change of Customer Information” together with this form.

^ 通訊地址 Correspondence Address

如閣下欲恢復郵寄結單及交易通知書，請選擇以下用以接收郵寄結單及交易通知書之地址。如不選擇，將自動以本行現有紀錄的通訊地址為準。Please select the address from below to receive statements and advices. If not specified, the existing correspondence address maintained in the Bank's record will be the default address.

- ☐ 閣下於本行現有紀錄的通訊地址。Existing correspondence address maintained in the Bank's record.
- ☐ 閣下希望更改通訊地址。如閣下欲更改通訊地址，請同時填寫及遞交本行「更改客戶資料通知書」。Change of correspondence address. If you want to change correspondence address, please fill out and submit to the Bank “Notice of Change of Customer Information” together with this form.

有關恢復郵寄結單及交易通知書指示將在接獲閣下申請表後7個工作天內處理，下一曆月的結單及交易通知書將郵寄至閣下於本行紀錄的通訊地址。Your instruction of resuming mailing of statements and advices will be handled within 7 business days upon our receipt of your application. Statements and advices of next calendar month will be mailed to the correspondence address recorded in the Bank.

請注意：本行將會就郵寄結單及交易通知書收取服務費用，詳情請參考本行之銀行服務收費簡介。Note: The Bank will charge a service fee for mailing of statements and/or advices, please refer to the Bank's service fees guide for information.

聲明 Declaration

本人已閱讀、明白及同意「電子結單及電子交易通知書服務之使用條款及章則」及「電子理財服務之使用條款及章則」。
I have read, understood and agree with the “Terms and Conditions for eStatement & eAdvice Service” and “Terms and Conditions for the Use of eBanking Services”.

S.V.

賬戶持有人簽署 A/C Holder(s)' Signature(s)
(簽署必須與留存銀行之簽名式樣相同)
(Signature(s) must conform with the specimen signature(s) held by the Bank)

日期 Date:

銀行專用 FOR BANK USE ONLY (CCD)

CIF No.:	
Corr. Address:	☐ No change ☐ Require update
Copy to:	☐ CCD ☐ RTD
Br. S.V. By:	
Br. Approved By:	