

致 To: ☐ 新加坡華僑銀行香港分行（於新加坡註冊成立之有限公司）
Oversea-Chinese Banking Corporation Limited (incorporated with limited liability in Singapore), Hong Kong Branch
☐ 華僑銀行（香港）有限公司
OCBC Bank (Hong Kong) Limited

1A. 賬戶類別 ACCOUNT TYPE (適用於新加坡華僑銀行香港分行（於新加坡註冊成立之有限公司）的客戶) (Applicable to customers of Oversea-Chinese Banking Corporation Limited (incorporated with limited liability in Singapore), Hong Kong Branch)	
☐ 結單儲蓄 Statement Savings	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 定期存款 Fixed Deposit	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 往來 Current	☐ 港元 HKD

1B. 賬戶類別 ACCOUNT TYPE (適用於華僑銀行（香港）有限公司的客戶) (Applicable to customers of OCBC Bank (Hong Kong) Limited)	
綜合理財賬戶（選其一） Integrated Account (tick one) ¹	
☐ 綜合理財 Integrated ☐ 商業理財 Business ☐ 海外公司理財 Foreign Business	
綜合理財賬戶即透過一個賬戶號碼可處理多項的存款服務，提供多種外幣（包括港元、人民幣及任何其他由銀行不時指定的貨幣）的結單儲蓄賬戶，定期存款賬戶及往來賬戶。Integrated Account means an account containing various deposit services of a multi-currency (including HKD, RMB and any others specified by the Bank from time to time) statement savings account, time deposit account and current account under the management of one account number.	
特定賬戶（單選或多選） Specific Accounts (tick one or more) ²	
☐ 存摺儲蓄 Passbook Savings	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 結單儲蓄 Statement Savings	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 往來 Current	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 定期存款 Time Deposit	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 黃金存摺 Gold Passbook	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 「日利高」存款 Overnight Plus Deposit	☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB ☐ 其他貨幣，請註明 Other Currency, please specify _____
☐ 「智特息」貨幣掛鈎存款 Currency-linked Deposit	☐ 所有貨幣（包括港元 / 美元 / 人民幣 / 澳元 / 紐元 / 加元 / 英鎊 / 歐羅 / 日元 / 瑞士法郎） All Currencies (including HKD / USD / RMB / AUD / NZD / CAD / GBP / EUR / JPY / CHF) ☐ 指定貨幣，請註明 Designated Currency(ies), please specify _____
☐ 結構性存款（貨幣掛鈎目標匯率） Structured Deposit (Currency-linked target rate)	
☐ 其他，請註明 Others, please specify _____	

¹綜合理財賬戶：適用於本地註冊實體，即申請人在香港註冊，且股東和/或實益所有權人為香港永久居民的賬戶。Integrated account: An integrated account for local incorporated entity i.e., the applicant is incorporated in Hong Kong and nationality of shareholder and/or beneficial owner is Hong Kong permanent resident.
商業理財賬戶：適用於本地註冊實體，且股東（持股超過 25%）為外國人的賬戶。Business account: An integrated account for local incorporated entity and shareholder (more than 25%) is foreigner.
海外公司理財賬戶：外國註冊實體（即申請人在香港境外註冊成立並在外國司法管轄區成立）的綜合帳戶。Foreign Business account: An integrated account for foreign incorporated entity i.e., the applicant is incorporated outside Hong Kong and formed under a foreign jurisdiction

²特定賬戶：綜合帳戶以外的獨立帳戶。Specific accounts: Standalone accounts other than an integrated account.

2. 客戶業務資料 BUSINESS PARTICULARS OF THE CUSTOMER

業務類別 Business Type

- ☐ 獨資經營商號 Sole Proprietorship ☐ 合夥商號 Partnership
☐ 有限公司 Limited Company (☐ 上市公司 Listed / ☐ 非上市公司 Non-listed)
☐ 協會 / 會所 / 社團 Association/Club/Society ☐ 其他, 請註明 Others, please specify _____

註冊名稱 Registered Name

(英文) (in English) _____
(中文) (in Chinese) _____

註冊地址 Registered Address

註冊號碼 Registration Number

☐ 公司註冊證號碼 Certificate of Incorporation Number

☐ 商業登記證號碼 Business Registration Certificate Number

☐ 其他登記證明號碼, 請註明 Other Registration Certificate Number, please specify _____

註冊 / 成立日期 (日 / 月 / 年) Date of Incorporation/Establishment (dd/mm/yyyy)

郵區編碼 Postal Code ()

全球中介機構識別號碼 (如適用) Global Intermediary Identification Number (if applicable)

營業地址 Business Address

- ☐ 與註冊地址相同 Same as Registered Address
☐ 其他地址, 請在下方註明 Other Address, please specify below

註冊地 Place of Incorporation

- ☐ 香港 Hong Kong
☐ 中國內地 Mainland China
☐ 其他, 請註明 Others, please specify _____

登記地 Place of Registration

- ☐ 香港 Hong Kong
☐ 中國內地 Mainland China
☐ 其他, 請註明 Others, please specify _____

郵區編碼 Postal Code ()

郵寄地址 Mailing Address

- ☐ 與註冊地址相同 Same as Registered Address
☐ 與營業地址相同 Same as Business Address
☐ 其他地址, 請在下方註明 Other Address, please specify below

業務 / 營業地點 Place of Business/Operation

- ☐ 香港 Hong Kong
☐ 中國內地 Mainland China
☐ 其他, 請註明 Others, please specify _____

總部地點 Location of Headquarters

- ☐ 香港 Hong Kong
☐ 中國內地 Mainland China
☐ 其他, 請註明 Others, please specify _____

郵區編碼 Postal Code ()

業務 / 行業性質 Nature of Business/Industry

所提供的商品 / 服務 Nature of Products/Services Offered

銷售地區 (如: 由中國內地出口至美國) / 主要營商地區

Sale Location(s) (e.g. from Mainland China to USA) / Major Business Location(s)

開戶目的 (單選或多選) Purpose(s) of Opening Account (tick one or more)

- | | |
|--|--|
| ☐ 一般業務營運 General Business (06) | ☐ 償還貸款 Loan Repayment (05) |
| ☐ 支付僱員薪金 / 強積金 Salary/MPF (07) | ☐ 儲蓄 / 定期存款 Savings/Fixed Deposits (09) |
| ☐ 出入口單清算 Import/Export Bills (08) | ☐ 其他, 請註明 Others, please specify _____ (09) |
| ☐ 投資 Investment (04) | |

於香港開戶之理由 (如客戶在香港並無一般業務據點, 請註明開戶理由)

Reason(s) for Setting up Account in Hong Kong (please specify if the customer does not have business presence in Hong Kong)

資產來源 (多選需排序) Source of Wealth (<i>select more require priority</i>)		經賬戶之資金來源及源頭 (多選需排序) Source and Origin of Funds Passing through the Account (<i>select more require priority</i>)	
() 營業利潤 Business Profit	(001)	() 來自業務擁有人 From Business Owner	(005)
() 資本注資 Capital Contribution	(006)	() 銷售收益 Sales Proceeds	(006)
() 投資收益 Investment Gain	(003)	() 投資收益 Investment Return	(003)
() 合併 Merger	(007)	() 其他, 請註明 Others, please specify	(099)
() 銀行計息存款 Bank Interest-Bearing Deposit	(099)	_____	
() 其他, 請註明 Others, please specify	(099)	_____	

預計全年賬戶活動 Expected Account Activity (Per Year)	
貨幣 Currency	
交易總額 Transaction Amount	()
典型交易種類 例如 現金, 支票, 轉賬, 匯款等 Type(s) of Typical Transactions e.g. Cash, Cheque, Transfer, Remittance etc.	()
交易總數 Transaction Count	()

交易對方資料 Information of Counterparties (如適用 If Applicable)			
類別 Type	名稱 Name	主要地區 Main location	目的 Purpose
主要付款對方 / 供應商 (1) Major Beneficiaries/Suppliers (1)			
主要付款對方 / 供應商 (2) Major Beneficiaries/Suppliers (2)			
主要付款對方 / 供應商 (3) Major Beneficiaries/Suppliers (3)			
主要付款對方 / 供應商 (4) Major Beneficiaries/Suppliers (4)			
主要付款對方 / 供應商 (5) Major Beneficiaries/Suppliers (5)			
主要客戶 / 收款對方 / 買家 (1) Major Clients/Originators/ Buyers (1)			
主要客戶 / 收款對方 / 買家 (2) Major Clients/Originators/ Buyers (2)			
主要客戶 / 收款對方 / 買家 (3) Major Clients/Originators/ Buyers (3)			
主要客戶 / 收款對方 / 買家 (4) Major Clients/Originators/ Buyers (4)			
主要客戶 / 收款對方 / 買家 (5) Major Clients/Originators/ Buyers (5)			
其他 Others			

3. 申請人聯絡資料 APPLICANT INFORMATION	
郵寄地址 Mailing Address	
☐ 與註冊地址相同 Same as Registered Address ☐ 與營業地址相同 Same as Business Address ☐ 其他地址, 請在下方註明 Other Address, please specify below	
郵區編碼 Postal Code ()	
電話號碼 Telephone No.	流動電話號碼 Mobile Telephone No.
(1) ()	(1) ()
(2) ()	傳真號碼 Fax No.
	(1) ()

電郵地址 (必須填寫以註冊電子結單及電子交易通知書服務) Email Address (mandatory for eStatement and eAdvice Service)

4. 申請其他服務 APPLICATION FOR OTHER SERVICES

請選擇將申請的服務 Please select the service(s) to be applied:

- ☐ 支票簿 (請填寫以下「支票簿」部分) Cheque Book (please complete the following "Cheque Book" section)
- ☐ 「易傳訊」服務 (請填寫以下「易傳訊」服務部分) (只適用於華僑銀行 (香港) 有限公司客戶) eAlert Service (please complete the following "eAlert Service" section) (only available for customers of OCBC Bank (Hong Kong) Limited)
- ☐ 電子結單及電子交易通知書服務 (請填寫以下「電子結單及電子交易通知書服務」部分) (只適用於華僑銀行 (香港) 有限公司客戶) eStatement and eAdvice Service (please complete the following "eStatement and eAdvice Service" section) (only available for customers of OCBC Bank (Hong Kong) Limited)
- ☐ 傳真 / 電話指示 (以下「傳真 / 電話指示授權及彌償書」將生效) (電話指示只適用於華僑銀行 (香港) 有限公司客戶) Telefaxed/Telephone Instructions (the following "Authority and Indemnity for Telefaxed/Telephone Instructions" will be effective) (Telephone Instructions are only available for customers of OCBC Bank (Hong Kong) Limited)
- ☐ 電郵指示 (以下「電郵指示授權及彌償書」將生效) Email Instructions (the following "Authority and Indemnity for Email Instructions" will be effective)

支票簿 Cheque Book

本人 / 吾等特此為每個往來賬戶申請一本 50 頁之支票簿, 條款如下:

I/We hereby apply for one cheque book containing 50 cheques per current account with the following terms:

貨幣 Currency: ☐ 港元 HKD ☐ 美元 USD ☐ 人民幣 RMB

(美元及人民幣選項只適用於華僑銀行 (香港) 有限公司客戶) (USD and RMB options are only available for customers of OCBC Bank (Hong Kong) Limited)

領取 Collection: ☐ 在 _____ 分行候本人 / 吾等領取 Please hold it for my/our collection at this branch _____

☐ 郵寄至本人 / 吾等郵寄地址 Please send it by mail to my/our mailing address

☐ 本人 / 吾等授權 _____ (姓名) _____ (身份證號碼) 在 _____ 分行代領取

I/we authorise _____ (name) of _____ (ID no.) to collect it at this branch _____

(在分行領取選項只適用於華僑銀行 (香港) 有限公司客戶) (collection at branch options are only available for customers of OCBC Bank (Hong Kong) Limited)

倘支票簿申請後逾月未取, 銀行將以掛號信郵寄支票簿至客戶郵寄地址, 而一切郵費將從客戶的往來賬戶扣除。銀行不會負責任何損失或損害。
For unclaimed cheque book(s) after 1 month from application, the cheque book(s) shall be sent to the customer by registered mail to the customer's mailing address and all postal charges shall be debited to the customer's current account. The Bank shall not be liable for any loss or damage.

「易傳訊」服務 eAlert Service

(只適用於華僑銀行 (香港) 有限公司客戶) (only available for customers of OCBC Bank (Hong Kong) Limited)

請選擇 Please select:

☐ 一般商業客戶 General Business Customer (VIP01HKD / CORP01)

☐ 「海外公司理財賬戶」 / 「商業理財賬戶」客戶
"Foreign Business Account" / "Business Account" Customer (FBA01HKD / FBA02)

適用賬戶號碼 Applicable Account No.: 1. _____ 2. _____ 3. _____ 4. _____

只能選擇通過短信或電子郵件接收「易傳訊」服務 (選其一) Can Only Choose either receiving eAlert service via SMS or Email (tick one)

☐ 電郵地址 Email Address: 1. _____ 2. _____

(最多只可設定兩個電郵地址, 電郵語言: 只提供英文及繁體中文) (Up to TWO Email Addresses can be assigned, Email Language: English and Traditional Chinese only)

☐ 流動電話號碼 Mobile Phone No.:

☐ 與申請人的流動電話號碼 (1) 相同 Same as Applicant's Mobile telephone no. (1)

☐ 其他, 請註明 Others, please specify _____

(最多只可設定一個流動電話號碼) (Up to ONE Mobile Phone No. can be assigned)

短訊語言 SMS Language: ☐ 英文 English ☐ 繁體中文 Traditional Chinese ☐ 簡體中文 Simplified Chinese

電子結單及電子交易通知書服務 eStatement and eAdvice Service

(只適用於華僑銀行 (香港) 有限公司客戶) (only available for customers of OCBC Bank (Hong Kong) Limited)

為了通過減少紙張使用量以保護我們的環境, 除非本人 / 吾等另行指示銀行, 否則銀行將會就本人 / 吾等現有的及將來在銀行開設的任何新賬戶 (包括本申請中的任何賬戶或附屬賬戶) 提供電子結單及電子交易通知書服務, 而不會以郵寄形式寄出相應賬戶的任何書面結單或交易通知書。本人 / 吾等同意:

To protect our environment by reducing the use of paper, the Bank will provide the eStatement and eAdvice service to my/our existing and any new account(s) that I/we open with the Bank (including any account(s) or sub-account(s) in this application) in the future, and will not send any statement

or advice for the said account(s) in paper form via mail, unless I/we instruct the Bank otherwise. I/We agree that:

1. 本人 / 吾等必須擁有有效的商業電子理財賬戶，因為本人 / 吾等只能通過商業電子理財賬戶查詢及 / 或下載本人 / 吾等的電子結單及電子交易通知書服務，而銀行不會以郵寄形式向本人 / 吾等提供相應的書面結單或交易通知書；
I/we must have a valid eBanking account as I/we can only access and/or download my/our eStatements and eAdvices by eBanking and the Bank will not provide the corresponding paper statements or advice via mail to me/us;
2. 成功註冊電子結單及電子交易通知書服務後，當本人 / 吾等在商業電子理財有最新的電子結單或電子交易通知書時，電郵 / 短訊提示將發送到本人 / 吾等在銀行註冊的電郵地址 / 流動電話號碼。除非本人 / 吾等另行指示銀行，否則該電郵地址 / 流動電話號碼為上述第 3 部分（申請人聯絡資料）所列之電郵地址 / 流動電話（如有）；
upon successful registration of the eStatement and eAdvice service, an email/SMS alert will be sent to my/our email address/mobile phone number registered at the Bank when my/our latest eStatement or eAdvice is available at eBanking. Unless I/we instruct the Bank otherwise, the said email address/mobile phone number shall be the email address/mobile phone number provided in Section 3 (Applicant Information) above (if any);
3. 請確保銀行記錄中的電郵地址、郵寄地址及流動電話號碼是最新的，以便可以將上述通知 / 提示成功發送予本人 / 吾等；
my/our email address, mailing address and mobile phone number on the Bank's record should always be up-to-date so that the abovementioned notification/message can be successfully delivered to me/us;
4. 如本人 / 吾等的電子結單及電子交易通知書服務申請不成功或相關銀行服務未有提供電子結單及電子交易通知書服務，本人 / 吾等將收到或繼續收到書面結單及交易通知書(如有)；及
I/we will receive or continue to receive paper statements and advice (if available) in case my/our eStatement and eAdvice service application is unsuccessful or if the eStatement and eAdvice service is not available for the relevant banking services; and
5. 如本人 / 吾等希望以郵寄形式接收或繼續接收現有及新賬戶（包括本申請中的任何賬戶或附屬賬戶）的書面結單及交易通知書，請在以下方格內加上剔號（✓）：
if I/we wish to receive or continue to receive statements and advice in paper form via mail for my/our existing and new account(s) (including any account(s) or sub-account(s) in this application) in the future, I/we will check the box below with a tick (✓):

☐ 本人 / 吾等選擇以郵寄形式接收或繼續接收現有及新賬戶（包括本申請中的任何賬戶或附屬賬戶）的書面結單及交易通知書。I/We choose to receive or continue to receive statements and advice in paper form via mail for my/our existing and new account(s) (including any account(s) or sub-account(s) in this application).

備註：如果本人 / 吾等選擇以郵寄形式接收或繼續接收現有及新賬戶（包括本申請中的任何賬戶或附屬賬戶）的書面結單，銀行將會每月就每份書面結單在本人 / 吾等的存款帳戶收取郵寄結單服務費用（每份結單 HK\$20）。請繼續使用銀行的電子結單及電子交易通知書服務以保護環境。

Remarks: A paper statement fee (HK\$20 per statement) will be charged to my/our deposit account on a monthly basis if I/we wish to receive or continue to receive statements in paper form for my/our existing and new account(s) (including any account(s) or sub-account(s) in this application) in the future. Please continue to use the eStatement and eAdvice service to protect the environment.

傳真 / 電話指示授權及彌償書 Authority and Indemnity for Telefaxed/Telephone Instructions

（電話指示只適用於華僑銀行（香港）有限公司客戶）(Telephone Instructions are only available for customers of OCBC Bank (Hong Kong) Limited)

1. 儘管銀行與本人 / 吾等之間受任何授權書或將來的授權書或其他協議或交易過程的條款所約束，銀行獲要求及授權依據任何不時或據稱為本人 / 吾等或不時向銀行提出的任何一位獲授權簽署人（定義請見下文第 5 部分（決議證明書（適用於有限公司）） / （授權書（適用於獨資經營商號 / 合夥商號）） / （決議證明書（適用於社團，協會或會所）））透過傳真或電話代表本人 / 吾等不時向銀行發出的通知或指示，並按其行事，而銀行無須查核發出或據稱是發出該等通知或傳真或電話指示的人士之權力或身份，亦不受發出該通知或傳真或電話指示時的情況所影響。
Notwithstanding the terms of any mandate or future mandate or other agreement or course of dealing between the Bank and me/us, the Bank is requested and authorised to rely upon and act in accordance with any communication or instructions which may from time to time be or purport to be given by telefax or telephone by me/us or any one of the Authorised Signatories (as defined in Section 5 (Certificate of Resolutions (For Limited Companies)) / (Mandate for Sole Proprietorship/Partnership) / (Certificate of Resolutions (For Society/Association/Club)) below), as advised to the Bank from time to time, for and on my/our behalf without inquiry on the Bank's part as to the authority or identity of the person making or purporting to make such communication or telefaxed or telephone instructions and regardless of the circumstances prevailing at the time of such communication or telefaxed or telephone instructions.
2. 收到該等傳真指示後，銀行職員可能予以簡簽，以確認為本人 / 吾等的簽字式樣或本人 / 吾等的獲授權簽署人的簽字式樣。簡簽該等傳真指示後，於任何有關本人 / 吾等發出的傳真指示及證明傳真指示確實為本人 / 吾等發出方面的法律程序中，均為不可推翻的證據。
On receipt of such telefaxed instructions, the same may be initialed by a Bank's officer for purposes of verification against my/our specimen signature(s) or the specimen signature(s) of the Authorised Signatories and such telefaxed instructions when so initialed shall be conclusive evidence in any legal proceedings of the telefaxed instructions given by me/us and of the fact that the telefaxed instructions contained therein were in fact sent by me/us.
3. (a) 本人 / 吾等明白傳真指示上的簽署在傳真至銀行時可能遭欺詐疊印或沒有適合的授權，以及與電話指令相關的傳輸存在欺詐、未有授權、錯誤或延遲或部分或全部失敗的風險，而本人 / 吾等應承擔該等傳真或電話指示的風險。在任何該等傳真指示的簽署被確認為或據稱為與本人 / 吾等的簽字式樣或獲授權簽署人的簽字式樣一致的情況下，或銀行善意地認為是由本人 / 吾等或獲授權簽署人發出的任何該等電話指令，而銀行無需進一步詢問發出該等電話指令的人士的權限或身份的情況下，銀行無須承擔因根據該等傳真或電話指示行動而導致本人 / 吾等遭受的任何損失、損害、開支、索償或債務。
(a) I/we am/are aware that signatures on telefaxed instructions may be superimposed fraudulently or without proper authority when faxed to the

Bank and that there is a risk of fraud, lack of authority, error or delay or partial or total failure in transmission in relation to telephone instructions and I/we shall give the Bank telefaxed or telephone instructions assuming such risks myself/ourselves. The Bank shall not be liable for any losses, damages, expenses, claims or liabilities suffered by me/us as a result of the Bank acting upon such telefaxed or telephone instructions so long as the signatures appearing on any such telefaxed instructions appear on verification to be in accordance with my/our specimen signature(s) or the specimen signature(s) of the Authorised Signatories or any such telephone instructions believed by the Bank in good faith to have been given by me/us or the person so authorised without further enquiry by the Bank on the authority or identity of the person giving such telephone instructions.

(b) 銀行有權（但沒有義務）要求在銀行全權酌情指定的期限內透過信函或其他文件確認任何電話指令，惟如本人 / 吾等未能作出該等確認亦將不影響銀行單獨按照該等指示行事。銀行可（但無義務）隨時按其完全酌情權回電以確認任何電話指示。銀行亦有權記錄任何電話交談。

(b) The Bank shall be entitled (but not obliged) to require any telephone instructions to be confirmed by letter or such other documents and within such period as the Bank in its absolute discretion specify, provided that my/our failure to so confirm will not prejudice the Bank in acting on such instructions alone. The Bank may at any time, in its absolute discretion (without being obliged to) perform a call back to confirm any telephone instructions. The Bank is authorised to record any telephone conversations.

4. 銀行有權視該等通知或傳真或電話指示為完全被本人 / 吾等授權及對本人 / 吾等具約束力，在銀行本著真誠認為適用時，銀行有權（但不受約束）就該等通知或傳真或電話指示採取行動或予以執行，並採取針對或依賴該等通知或傳真或電話指示的行動。

The Bank shall be entitled to treat such communication or telefaxed or telephone instructions as fully authorised by and binding upon me/us and the Bank shall be entitled (but not bound) to act on or carry out such communication or telefaxed or telephone instructions and take such steps in connection with or in reliance upon such communication or instructions as the Bank may in good faith consider appropriate.

5. 當本人 / 吾等於銀行的賬戶沒有足夠的資金、或任何適用的授信額度被超出，或當任何與該提款有關的條件仍未被滿足或完全遵守，或如銀行被法律、任何扣押令、法庭指令或限制、或有其他合法的理由未能遵守任何是或據稱是本人 / 吾等或獲授權簽署人發出的傳真或電話指示，或當該等通知或傳真或電話指示屬模糊、不清晰、不完整或難以辨認時，銀行應不被約束執行任何通知或傳真或電話指示。銀行無須承擔或負責由於銀行就以上提及的原因而不執行或延誤執行，或因任何傳真機或電話的故障，或因該等通知或傳真或電話指示的任何差異、錯誤、誤會、明確性或完整性的不足，而導致本人 / 吾等遭受的任何損失、損害、開支、索償或債務。

The Bank shall not be bound to act on any communication or telefaxed or telephone instructions when there are insufficient funds in any of my/our account(s) with the Bank or if any applicable facility limit is exceeded or when any conditions relevant to such drawing have not been fulfilled or fully complied with or if the Bank is prevented by law or any attachment or court order or restraint or has other lawful reason from complying with any telefaxed or telephone instructions given or appeared to be given by me/us or the Authorised Signatories or where such communication or telefaxed or telephone instructions are vague, unclear, incomplete or illegible. The Bank shall not be liable or responsible for any losses, damages, expenses, claims or liabilities suffered by me/us as a result of the Bank's failure to act or delay in acting for any reason(s) mentioned in this paragraph or as a result of any malfunction of the telefax machines or telephones or any discrepancies or errors or misunderstanding or lack of clarity or completeness in the terms of such communication or telefaxed or telephone instructions.

6. 本人 / 吾等將追認及承擔所有向銀行發出或銀行接獲的傳真或電話指示的全部責任，不論該等傳真或電話指示是由本人 / 吾等或獲授權簽署人發出，或據稱是由本人 / 吾等或獲授權簽署人於沒有本人 / 吾等的授權、知情或同意下發出。

I/We shall ratify and accept full responsibility for all telefaxed or telephone instructions given to the Bank or received by the Bank whether such telefaxed or telephone instructions were given by me/us or the Authorised Signatories or purported to be given by me/us or the Authorised Signatories without my/our authorisation, knowledge or consent.

7. 銀行根據本人 / 吾等，或據稱是本人 / 吾等或授權簽署人發出的傳真或電話指示執行的所有交易，對本人 / 吾等於各方面均具約束力。

All transactions carried out by the Bank acting on my/our telefaxed or telephone instructions or on telefaxed or telephone instructions purporting to emanate from me/us or the Authorised Signatories shall be binding on me/us for all purposes.

8. 鑒於銀行根據此授權及彌償書的條款行動或行事，本人 / 吾等承諾向銀行彌償並持續彌償銀行由任何該等通知或傳真或電話指示，或採取或執行任何該等通知或傳真或電話指示，或採取針對或依賴該等通知或傳真或電話指示的行動而令銀行招致或承擔的所有要求、索償、債務、損失、行動、訴訟、損害、合理的費用及開支（不論任何性質及如何產生），而本人 / 吾等將按銀行要求支付及償還任何款項。

In consideration of the Bank so doing or acting in accordance with the terms of this authority and indemnity, I/we undertake to indemnify the Bank and to keep the Bank indemnified against all demands, claims, liabilities, losses, actions, proceedings, damages, reasonable costs and expenses incurred or sustained by the Bank of whatever nature and howsoever arising, out of or in connection with any such communication or telefaxed or telephone instructions or the acting upon or carrying out of any such communication or telefaxed or telephone instructions or the taking of steps in connection with or in reliance upon any such communication or telefaxed or telephone instructions and I/we shall pay and reimburse the Bank any sums on demand.

9. 除非及直到銀行接獲本人 / 吾等的書面終止通知，此授權及彌償書的條款將一直維持效力及作用，惟該終止將不會豁免本人 / 吾等於該終止的日期或收到該通知的日期之前（以較遲者為準），就根據此授權及彌償書的條款已執行、完成、或進行的任何行動、或任何銀行採取的行動的法律責任。

The terms of this authority and indemnity shall remain in full force and effect unless and until the Bank receives notice of termination from me/us in writing, save that such termination will not release me/us from any liability under this authority and indemnity in respect of any act done or performed or carried out or any step taken by the Bank in accordance with the terms of this authority and indemnity prior to the date of such termination or date of receipt of such notice whichever is later.

10. 此授權及彌償書所述銀行的權利及賠償應附加於及不應以任何方式損害或影響銀行於任何其他協議、契約或文件、或其他可能被給予資格的權利及 / 或賠償。受上述所限，此授權及彌償書取代所有過往關於傳真或電話指示的書信、授權及彌償。

The rights and remedies of the Bank under this authority and indemnity shall be in addition to and shall not in any way prejudice or affect the rights and/or remedies of the Bank in any other agreement, deed or document or to which the Bank may be otherwise entitled. Subject to the foregoing, this authority and indemnity supersedes all previous letters, authorities and indemnities in connection with telefaxed or telephone instructions.

11. 如吾等多於一人，吾等的法律責任依此應為共同及個別的。
If we are more than one person, our liabilities hereunder shall be joint and several.
12. 此授權及彌償書應受香港特別行政區的法律管限及解釋，本人 / 吾等謹此不可撤銷地接受香港特別行政區法院的非專屬司法管轄權管轄。
This authority and indemnity shall be governed by and construed in accordance with the laws of the Hong Kong Special Administrative Region, and I/we hereby irrevocably submit to the non-exclusive jurisdiction of the courts in the Hong Kong Special Administrative Region.
13. 此授權及彌償書的中文版本僅供參考。如英文版本與中文版本有任何抵觸、不一致或差異，概以英文版本為準。
The Chinese version of this authority and indemnity is for reference only. If there is any conflict, inconsistency or discrepancy between the English and the Chinese versions, the English version shall prevail.

電郵指示授權及彌償書 Authority and Indemnity for Email Instructions

本人 / 吾等願透過掃描本人 / 吾等的指示，並奉附該指示於本人 / 吾等的電郵，以便與銀行通訊。本人 / 吾等將自行承擔此舉的責任。因此：

I/We would like to communicate with the Bank by scanning my/our letter of instructions and attaching the same to my/our email and I/we do so at my/our own risk. As such:-

1. 儘管銀行與本人 / 吾等之間受任何授權書或將來的授權書或其他協議或交易過程的條款所約束，銀行獲要求及授權依據任何不時或據稱為不時向銀行提出的獲授權簽署人（定義請見下文第 5 部分（*決議證明書（適用於有限公司）*） / （*授權書（適用於獨資經營商號 / 合夥商號）*） / （*決議證明書（適用於社團、協會或會所）*））透過代表或據稱本人 / 吾等不時簽署的指示書掃描副本的形式向銀行發出的通知或指示，並附加於本人 / 吾等的 ☐ 互聯網電郵地址"_____"/ ☐ 網域名稱"_____"（「指定電郵地址」）發出及由銀行接獲的電郵，並按其行事，而銀行無須查核發出或據稱是發出該等電郵指示或通知的人士的權力或身份，亦不受發出有關電郵指示或通知時的情況所影響。
Notwithstanding the terms of any mandate or future mandate or other agreement or course of dealing between the Bank and me/us, the Bank is requested and authorised to rely upon and act in accordance with any communication or instructions which may from time to time be or purport to be given in the form of a scanned copy of the letter of instruction signed or purportedly signed by the Authorised Signatories (as defined in Section 5 (*Certificate of Resolutions (For Limited Companies)*) / (*Mandate for Sole Proprietorship/Partnership*) / (*Certificate of Resolutions (For Society/Association/Club)*) below), as advised to the Bank from time to time, for and on my/our behalf, and attached to an email emanating from my/our internet email address(es) ☐ at "_____" / ☐ with the domain name "_____" ("specified email address(es)") and received by the Bank without the obligation to inquire on the Bank's part as to the authority or identity of the person making or purporting to give such email instructions or communication and regardless of the circumstances prevailing at the time of such email instructions or communication.
2. 銀行有權視該等電郵指示或通知完全獲本人 / 吾等授權及對本人 / 吾等具約束力，在銀行本著真誠認為適用時，銀行有權（但不受約束）就該等電郵指示或通知採取行動或予以執行，並採取針對或依賴該等電郵指示或通知的行動。
The Bank shall be entitled to treat such email instructions or communication as fully authorised by and binding upon me/us and the Bank shall be entitled (but not bound) to act on or carry out such email instructions or communication and take such steps in connection with or in reliance upon such email instructions or communication as the Bank may in good faith consider appropriate.
3. 本人 / 吾等明白奉附於電郵的指示書掃描副本上的簽署，在電郵至銀行時可能遭欺詐疊印或沒有適合的授權，而本人 / 吾等應承擔該等風險。只要出現在任何該等電郵指示的簽署被確認為或據稱為與本人 / 吾等的簽字式樣或獲授權簽署簽名人士的簽字式樣一致時，銀行無須承擔因根據該等電郵指示行動而導致本人 / 吾等遭受的任何損失、損害、開支、索償或債務。
I/We are aware that signatures on the scanned letter of instruction attached to my/our emails may be superimposed fraudulently or without proper authority when emailed to the Bank and I/we assume such risks. The Bank shall not be liable for any losses, damages, expenses, claims or liabilities suffered by me/us as a result of the Bank acting upon such email instructions so long as the signatures appearing on any such email instructions appear on verification to be or purport to be in accordance with my/our specimen signature(s) or the specimen signature(s) of the Authorised Signatories.
4. 本人 / 吾等理解及接受電郵通訊並不安全，且本人 / 吾等將承擔技術故障、未經授權的干擾、電子郵件的遺失或延誤及電腦病毒的風險。本人 / 吾等亦明白經電郵發送的指示可以經欺詐發出或沒有合適的授權，本人 / 吾等應承擔該等風險。只要該等電郵指示或通知由指定電郵地址發出，銀行無須承擔根據電郵指示或通知採取行動而導致本人 / 吾等遭受的任何損失、損害、開支、索償或債務。
I/We acknowledge and accept that email communications are not secure and I/we accept the risk of technical malfunction, unauthorised interference, misdelivery or delay of email messages and computer viruses. I/We am/are also aware that instructions when emailed to the Bank could be sent fraudulently or without proper authority and I/we shall assume all such risks. The Bank shall not be liable for any losses, damages, expenses, claims or liabilities suffered by me/us as a result of the Bank acting upon email instructions or communication so long as such email instructions or communication has emanated from the specified email address(es).
5. 當本人 / 吾等於銀行的賬戶沒有足夠的資金，或任何適用的授信額度被超出，或當任何與該等提款有關的條件仍未被滿足或完全遵守，或如銀行被法律、任何扣押令、法庭指令或限制、或有其他合法的理由未能遵守任何是或據稱是本人 / 吾等發出的電郵指示，或當該等電郵指示或通知屬模糊、不清晰、不完整或難以辨認時，銀行應不被約束執行任何電郵指示或通知。銀行無須就執行該等電郵指示或通知及採取行動所產生或與該等電郵指示或通知有關的條款的任何錯誤、誤會、明確性或完整性的不足而承擔責任。
The Bank shall not be bound to act on any email instructions or communication when there are insufficient funds in any of my/our account(s) with the Bank or if any applicable facility limit is exceeded or when any conditions relevant to such drawing have not been fulfilled or fully complied with or if the Bank is prevented by law or any attachment or court order or restraint or has other lawful reason from complying with any email instructions given or purported to be given by me/us or where such email instructions or communication are vague, unclear, incomplete or illegible.

The Bank shall not be liable for or in respect of such email instructions or communication carried out or acted upon by the Bank arising from or connected with any error or misunderstanding or lack of clarity in the terms of such email instructions or communication.

6. 銀行無須承擔或負責因任何電腦系統故障而導致本人 / 吾等遭受的任何損失、損害、開支、索償或債務。
The Bank shall not be liable or responsible for any losses, damages, expenses, claims or liabilities suffered by me/us as a result of any malfunction of any computer systems.
7. 本人 / 吾等將承擔所有向銀行發出或銀行接獲的電郵指示的全部責任，不論該等電郵指示是由本人 / 吾等或獲授權簽署人發出，或據稱由本人 / 吾等或獲授權簽署人於沒有本人 / 吾等的授權、知情或同意下發出。
I/We shall accept full responsibility for all email instructions given to the Bank or received by the Bank whether such email instructions were given by me/us or the Authorised Signatories or purported to be given by me/us or the Authorised Signatories without my/our authorisation, knowledge or consent.
8. 銀行根據本人 / 吾等，或據稱是本人 / 吾等或獲授權簽署人由指定電郵地址發出的電郵指示而執行的所有交易，對本人 / 吾等於各方面均具約束力。
All transactions carried out by the Bank acting on my/our email instructions or on email instructions purporting to emanate from me/us or my/our Authorised Signatories from the specified email address(es) shall be binding on me/us for all purposes.
9. 此外，銀行獲要求及授權按銀行、銀行職員、員工及代理人絕對酌情認為適當時，隨時及不時傳送沒有電腦加密的銀行結單、交易通知書及掃描文件或其他資料（包括但不限於本人 / 吾等帳戶的資料及其狀況及結餘）至本人 / 吾等的指定電郵地址（經不安全的互聯網電郵傳送）。
Further, the Bank is hereby requested and authorised to transmit to me/us, without encryption, bank statements, transaction advices and scanned documents or other information (including without limitation, particulars of my/our account(s) and the status and balance thereof) at any time and from time to time as the Bank, its officials, employees and agents may in their absolute discretion think fit to the specified email address(es) (via email over the unsecured Internet).
10. 本人 / 吾等謹此同意，若電腦系統或由本人 / 吾等至銀行或由銀行至本人 / 吾等的電子傳送出現任何干擾、消失數據或損壞、第三者截取或駭客、延誤、故障、或誤失時，銀行無須承擔任何責任，亦無須承擔吾等遭受的任何直接或間接損失、開支、索償或債務。
I/We hereby agree that the Bank do not assume any responsibility whatsoever and shall not be liable for any losses, expenses, claims or liabilities suffered by me/us directly or indirectly as a result of any interruption, loss of or corruption to the data, third party interception or hacking, delay, malfunction or failure of the computers or in the electronic transmission from me/us to the Bank or vice versa.
11. 鑒於銀行根據此授權及彌償書的條款行動或行事，本人 / 吾等承諾向銀行彌償並持續彌償銀行由任何該等郵指示或通知，或採取或執行任何該等電郵指示或通知，或依賴該等電郵指示或通知的行動，或由銀行經電子傳送至本人 / 吾等的任何資料而令銀行招致或承擔的所有要求、索償、債務、損失、行動、訴訟、損害、合理的費用及開支（不論任何性質及如何產生），而本人 / 吾等將按銀行要求支付及償還任何款項。
In consideration of the Bank so doing or acting in accordance with the terms of this authority and indemnity, I/we undertake to indemnify the Bank and to keep the Bank indemnified against all demands, claims, liabilities, losses, actions, proceedings, damages, reasonable costs and expenses incurred or sustained by the Bank of whatever nature and howsoever arising, out of or in connection with any such email instructions or communication or arising as a result of acting upon or carrying out of any such email instructions or communication or the taking of steps in connection with or in reliance upon any such email instructions or communication or resulting from the electronic transmission of any information from the Bank to me/us and I/we shall reimburse the Bank any sums on demand.
12. 除非及直到銀行接獲本人 / 吾等的書面終止通知，此授權及彌償書的條款將一直維持效力及作用，惟該終止將不會豁免本人 / 吾等於該終止的日期或收到該通知的日期之前（以較遲者為準），就根據此授權及彌償書的條款已執行、完成、或進行的任何行動、或任何銀行採取的行動的法律責任。
The terms of this authority and indemnity shall remain in full force and effect unless and until the Bank receives notice of termination from me/us in writing, save that such termination will not release me/us from any liability under this authority and indemnity in respect of any act done or performed or carried out or any step taken by the Bank in accordance with the terms of this authority and indemnity prior to the date of such termination or date of receipt of such notice whichever is later.
13. 此授權及彌償書所述銀行的權利及賠償應附加於及不應以任何方式損害或影響銀行於任何其他協議、契約或文件、或其他可能被給予資格的權利及 / 或賠償。受上述所限，此授權及彌償書取代所有過往關於電郵指示的書信、授權及彌償。
The rights and remedies of the Bank under this authority and indemnity shall be in addition to and shall not in any way prejudice or affect the rights and/or remedies of the Bank in any other agreement, deed or document or to which the Bank may be otherwise entitled. Subject to the foregoing, this authority and indemnity supersedes all previous letters, authorities and indemnities in connection with email instructions.
14. 此授權及彌償書應受香港特別行政區的法律管限及解釋，本人 / 吾等謹此不可撤銷地接受香港特別行政區法院的非專屬司法管轄權管轄。
This authority and indemnity shall be governed by and be construed in accordance with the laws of the Hong Kong Special Administrative Region and I/we hereby irrevocably submit to the non-exclusive jurisdiction of the courts in the Hong Kong Special Administrative Region.
15. 此授權及彌償書的中文版本僅供參考。如英文版本與中文版本有任何抵觸、不一致或差異，概以英文版本為準。
The Chinese version of this authority and indemnity is for reference only. If there is any conflict, inconsistency or discrepancy between the English and the Chinese versions, the English version shall prevail.

5. 決議證明書（適用於有限公司） CERTIFICATE OF RESOLUTIONS (FOR LIMITED COMPANIES)

版本日期 Version Date: 01 Feb 2025

公司名稱 Name of Company: _____

本人 / 吾等特此證明，以下決議案是記錄在公司會議記錄簿中真實和正確的摘錄，該等決議案已由董事會根據公司章程以必要的法定人數在_____年_____月_____日在公司註冊地址舉行並妥為通過：

I/We hereby certify that the following is the true and correct extract of the resolutions as entered into the minute book of the Company duly passed by the Board of Directors with necessary quorum in accordance with the Articles of Association of the Company held at the registered address of the Company on the _____ day of _____:

任命銀行 Appointment of banker

A 已決議以下選定實體：RESOLVED that the following selected entity(ies):

華僑銀行（香港）有限公司 OCBC Bank (Hong Kong) Limited	
新加坡華僑銀行香港分行 Oversea-Chinese Banking Corporation Limited, Hong Kong Branch	

* 請選擇其中之一或兩者兼有之
* Please select one or both

以及其各自的分行、代表及 / 或代理人及其繼承人及受讓人（「銀行」）特此獲任命為本公司的銀行。
as well as its/their respective branches, representatives and/or agents and its/their successors and assigns (the “Bank”) be and is/are hereby appointed banker of the Company.

任命獲授權人士 Appointment of authorised persons

B 已決議本決議證明書附錄中指定的獲授權人士按照其中所示的簽署授權（有關獲授權人士及簽署條件，請參閱附錄）特此獲授權代表本公司：

RESOLVED that the authorised persons specified in the Appendix hereto and acting according to the signing mandate indicated therein be and are hereby authorised on behalf of the Company (please refer to the Appendix hereto for the authorised persons and signing conditions):

i. 開立及關閉賬戶 Open and Close Accounts

根據銀行不時修訂規管該等賬戶的條款及細則，於現在或以後任何時間代表本公司批准及於銀行開立任何數量的賬戶（「該等賬戶」）（「賬戶申請」），並簽署與此有關或附帶的任何及所有文件，包括其任何修訂，以及發出關閉任何賬戶的指示；

To approve and open with the Bank any number of accounts (the “Accounts”), now or at any time hereafter (the “Account Applications”) for and on behalf of the Company subject to and in accordance with the terms and conditions governing such accounts, as amended from time to time by the Bank, and to execute any and all documents in connection therewith or incidental thereto, including any amendment thereto and to give instructions to close any Accounts;

ii. 申請賬戶及銀行服務 Apply for Account and Banking Services

a. 就本公司不時於銀行開立的任何賬戶（不論在本決議案日期前或之後開立，包括但不限於該等賬戶）申請任何服務（「該等服務」）及提供相關指示。

To apply for any service (the “Services”) in respect of or in connection with any account opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution and including, without limitation, the Accounts) and provide related instructions.

為免生疑問，該等服務應包括但不限於：

For the avoidance of doubt, the Services shall include without limitation:

- 託管服務 custodial services
- 電子服務 electronic services
- 現金管理服務 cash management services
- 匯款及支付服務 remittance and payment services
- 貿易相關服務 trade related services
- 一般賬戶操作 general account operations
- 虛擬賬戶服務 virtual account services
- 保險箱 safe deposit boxes
- 證券交易 dealing of securities

- 投資交易結算 investment transaction settlement
- 「轉數快」商戶服務 FPS merchant services
- 公司信用卡授信 corporate credit card facilities
- 任何其他服務或交易 any other services or transactions

以及在各種情況下，包括但不限於電子銀行渠道及 / 或平臺、電子提示服務、電子結單、電子通知書、SWIFT 服務、與快速回覆代碼功能相關的服務、稅務合規（包括但不限於與稅務狀況及自我證明相關）以及允許持有人（無論是否與本公司相關）獲取及 / 或接收與本公司或任何該等賬戶相關的資訊及 / 或操作任何該等賬戶（包括但不限於發出指示）的存取憑證。

and in each case include without limitation, electronic banking channels and/or platforms, e-alert services, e-statements, e-advice, SWIFT services, services relating to quick response code functionalities, tax compliance (including without limitation in relation to tax status and self-certification), and access credentials that allow the holder (whether or not associated with the Company) to access and/or receive information in relation to the Company or any Accounts and/or operate any Accounts (including without limitation to give instructions).

- b. 授權銀行執行並接受其為本公司妥為簽署的任何申請（「服務申請」）（受限於並根據該申請所載的銀行條款及細則）及銀行就交易或提供該等服務要求有關或附帶的所有其他文件（包括但不限於以正本書面簽署以外的任何方式操作賬戶，例如通過傳真傳輸、電子方式或其他方式，以及使用個人識別碼、電話、電腦終端或其他方式），並就此代表本公司向銀行交付形式及內容均為銀行所接受的擔保或彌償或任何其他抵押（包括但不限於任何形式的存款及取款、存款備忘錄及信託書、與任何證券或財產或與之相關的擁有權文件的抵押及 / 或質押，以擔保該等墊款以及任何義務、承諾、指示、彌償和反彌償，以及銀行可能要求本公司提供的任何其他文件），如該等文件是由**附錄中指定的獲授權人士**簽署並按照其中所示的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本公司清晰及明確的指示為止。

To authorise the Bank to act on and accept as duly signed for the Company any application (“**Services Application**”) (subject to and in accordance with the Bank’s terms and conditions set out in such application) and all other documents requested by the Bank in connection with or incidental to the transaction or provision of such services (including without limitation the operation of accounts in any manner other than by original written signature, such as by facsimile transmission, electronic means or otherwise and the use of Personal Identification Numbers (PINs), telephones, computer terminals or other means) and in this connection to deliver to the Bank, on behalf of the Company, guarantees or indemnities or any other security in form and substance acceptable to the Bank (including without limitation any forms of deposit and withdrawal, Memoranda of Deposit and Letters of Trust, Hypothecation and or Pledge relating to any securities or property or documents of title relating thereto secure such advances and any obligations, undertakings, instructions, indemnities and counter-indemnities, and any other documents which may be required by the Bank from the Company), if the same are signed by **the authorised persons specified in the Appendix** hereto and acting according to the signing mandate indicated therein provided always that, if the Bank receives any instructions which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions from the Company.

- c. 為遵守銀行在香港境內或境外的任何政府、監管機構、稅務機關所頒布或採納的任何法律、法規、規則、指令等或與其簽訂的協定下的任何適用責任（包括但不限於香港《稅務條例》下有關自動交換財務賬戶資料的責任及美國《美國外國賬戶稅務合規法》規定的責任），(i) 代表本公司填寫及簽署本公司任何本公司的賬戶的所有及任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本公司的任何自我證明）；及 (ii) 不時代表本公司向銀行提供、提交及交付與本公司、本公司帳戶或其任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本公司的任何新的自我證明）有關的其他資料、證明、聲明、通知、表格、同意書及其他文件。

To: (i) properly complete by filling in and sign on behalf of the Company all and any account opening form(s) and any other documents incidental or relating thereto (including but not limited to any self-certification by the Company) for any of the Company’s account(s); and (ii) provide, submit and deliver further information, certification, declaration, notices, forms, consent and other documents in relation to the Company, the Company’s account(s), or any of its account opening form(s) and any other documents incidental or relating thereto (including without limitation any new self-certification by the Company) from time to time on behalf of the Company to the Bank, for the purpose of the Bank’s compliance with any applicable obligations under any laws, regulations, rules, directives or the like issued or adopted by, or agreements with, any governments, regulators, tax authorities, whether inside or outside Hong Kong, (including without limitation the obligations under the Inland Revenue Ordinance of Hong Kong concerning the automatic exchange of financial account information and under the Foreign Account Tax Compliance Act of the United States of America.

iii. 任命有關服務的獲授權使用者 Appointment of Authorised Users of the Respective Services

在有關服務申請或任何指示函中，向銀行**任命、證明及確認**為有關服務（受規管該等服務的條款及細則所限）的獲授權使用者（「**獲授權使用者**」）以及其為獲授權查閱及 / 或接收有關本公司或任何賬戶的資料及 / 或操作任何賬戶（包括但不限於發出指示）的人士（不論是否與本公司有關聯）的全名、其資料及其分別擔任的職位，連同該等人士的簽字式樣，而銀行獲授權以正本書面簽署、傳真傳輸、電子方式或其他方式，以及使用存取憑證、個人識別碼、電話、電腦終端或就進行該等服務銀行可能允許的其他方式，在受限於並根據規管該等服務的條款及細則的前提下，接受及就任何**獲授權使用者**就該等服務或與之相關的服務發出的任何指示及進行的交易行事，而所有該等指示及交易均應被視為對本公司具有約束力及屬終局性。

To **appoint, certify and confirm** to the Bank in the respective Services Applications or any letter of instruction the names of the person(s) (whether or not associated with the Company), their particulars and the offices respectively held by them, together with specimens of their signatures who are appointed as the authorised users (the “**Authorised Users**”) of the respective Services subject to the terms and conditions governing such Services and who are authorised to access and/or receive information relating to the Company or any Account

and/or operate any Account (including without limitation to give instructions), and the Bank shall be authorised to act on and accept any instructions given, and transactions entered into by any of the **Authorised Users** for and in connection with such Service(s), subject to and in accordance with the Bank's terms and conditions governing such Services, by original written signature, by facsimile transmission, electronic means or otherwise and the use of access credentials, Personal Identification Numbers (PINs), telephones, computer terminals or other means which the Bank may permit for such Service(s) and all such instructions and transactions shall be deemed to be binding and conclusive on the Company.

iv. 任命獲授權簽署人 Appointment of Authorised Signatories

向銀行任命、證明及確認獲任命為本公司不時於銀行開立的任何賬戶（不論在本決議日期之前或之後開立），包括但不限於相關帳戶申請及 / 或服務申請內的相關該等賬戶及 / 或該等服務（受規管該等賬戶或該等服務的條款及細則所限）的人士（「**獲授權簽署人**」）的全名及各獲授權簽署人分別擔任的職位，連同其簽字式樣及簽署限制及條件。

To appoint, certify and confirm to the Bank the names of the person(s) of the Company who are appointed as the authorised signatories (the "**Authorised Signatories**") of any accounts opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, the relevant Accounts and/or Services in the respective Account Applications and/or Services Applications subject to the terms and conditions governing such accounts or services and the offices respectively held by the **Authorised Signatories**, together with specimens of their signatures and signing limits and conditions.

v. 借貸及授信擔保 Borrowing and Granting Security

- a. 根據任何條款(包括但不限於該等條款之補充、修改、變更和/或調整)為本公司(無論是單獨和/或與其任何子公司或關聯機構共同行事)借款和獲得銀行貸款或其他信貸授信或資金融通(包括但不限於貸款、透支、票據貼現、信用證授信、憑信託收據出具單據、銀行擔保/備用信用狀、航運擔保、公司信用卡授信)，並就本公司業務或是銀行目前或未來向本公司提供或授予銀行貸款或其他信貸授信，或就本公司目前或未來對銀行產生的任何及所有債務和/或負債，以銀行滿意之形式，代表公司產生、簽署、製作、給予和/或交付銀行所要求的、偶發的或有輔助作用的任何文件(包括但不限於票據、匯票、承兌、擔保文書、協議、安排函/協議(包括與之相關的任何重述、修改或補充函/協議)、存取表、抵銷權、存款費用及任何其他義務、承諾、指示、賠償和反賠償、動款請求(無論是以提款通知、交易/貸款申請表或其他形式))；

To borrow money and obtain banking or other credit facilities or accommodation (including but not limited to loan, overdraft, discounting of bills, letter of credit facility, releasing of documents against trust receipts, banker's guarantee/standby letters of credit, shipping guarantees, corporate credit card facilities) for the Company, whether alone or jointly and/or severally with any of its subsidiaries or affiliates, on any terms (including but not limited to any increase, revision, variation and/or restructuring of such terms) and to incur, sign, make, give and/or deliver on behalf of the Company any documents (including but not limited to notes, drafts, acceptances, instruments of guarantee, agreements, facility letters / agreements (including any restatement, amendment or supplemental letter / agreement entered in connection thereto), forms of deposit and withdrawal, letters or rights of set off, charges over deposit and any other obligations, undertakings, instructions, indemnities, and counter indemnities, utilisation requests (whether in the form of drawdown notices, trade / loan application forms or otherwise)) which may be required by the Bank in such form satisfactory to the Bank in connection with, incidental or ancillary to the Company's business or the banking or other credit facilities now or hereafter offered or granted by the Bank to the Company or with any and all indebtedness and/or liabilities of the Company to the Bank now or hereafter incurred;

- b. 根據任何條款向銀行質押、抵押、押記或轉讓和/或交付本公司任何或所有資產，包括但不限於股票、債券、應收票據、賬戶、抵押物、商品、提單、倉單、保險單、憑證，以及本公司持有或屬於本公司並有權以本公司名義背書、轉讓或擔保的任何其他財產，作為目前或未來向銀行借款或獲得信貸(無論是單獨及/或與其任何子公司或關聯機構共同行事)之擔保；

To pledge, mortgage, charge or assign and/or deliver on any terms, as security for money now or hereafter borrowed or credit now or hereafter obtained (whether alone or jointly and/or severally with any of its subsidiaries or affiliates) from the Bank all or any of the assets of the Company including but not limited to stocks, bonds, bills receivable, accounts, mortgages, merchandise, bill-of-lading, warehouse receipts, insurance policies, certificates, and any other property held by or belonging to the Company with full authority to endorse, assign or guarantee the same in the name of the Company;

- c. 貼現任何應收票據或本公司持有並有權以本公司名義背書的任何文件；及

To discount any bills receivable or any document held by the Company with full authority to endorse the same in the name of the Company; and

- d. 從銀行撤回並出具收據和處理或授權銀行向持票人或一個或多個指定人員交付其持有的全部或任何文件、證券或其他財產，無論是作為抵押品或是出於保管或任何其他目的。

To withdraw from the Bank and give receipts for and deal with or to authorise the Bank to deliver to bearer or to one or more designated persons, all or any documents and securities or other property held by it, whether held as collateral security or for safekeeping or for any other purpose.

vi. 公司信用卡授信 Corporate credit card facilities

- a. 和銀行商定公司信用卡(「信用卡」)持有人的身份，以及其他由本公司授權進行一項或多項與任何或所有信用卡有關的以下功能、與銀行有關的帳戶和 / 或由銀行提供的所有相關服務的人士的身分：(1)接觸和/或接收資訊；(2)管理；(3)行政事務；(4)操作；和/或(5)使用(包括但不限於發生與使用信用卡有關的費用)；和

To agree with the Bank as to the identity of the cardholders of the corporate credit cards (the "Cards"), and other persons authorised by the Company to perform one or more of the following functions in relation to any or all of the Cards, related accounts with the Bank, and/or and related services to be provided by the Bank: (1) access and/or receive information; (2) manage; (3) administer; (4) operate; and/or (5) use (including without limitation incur charges using the Cards); and

- b. 將上述(a)項所述的全部或任何功能授權給指定人士，授權該等功能被進一步轉授權給任何人士，和授權該等功能由該等被授權人士或被轉授權人士執行，而無需進一步通知或知會本公司或附件所述的授權人員。
To delegate any and all of the functions described in (a) above to any person, to authorise such functions to be sub-delegated to any person, and to authorise such functions to be performed by such delegates or sub-delegates, in respect of all of the foregoing without further reference or notice to the Company or authorised persons specified in the Schedule.

vii. **簽字式樣驗證、獲授權人士變更通知** **Verification of Specimen Signatures, Notification of Change in Authorised Persons**

向銀行**任命、證明及確認**附錄所指明的獲授權人士、第 B(iii) 條所提述的獲授權使用者及第 B(iv) 及 (C) 條所提述的獲授權簽署人（統稱「**獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣，以及倘若任何獲授權人士或其各自的簽署條件及 / 或限制在日後有任何更改，該等更改以及任何新的或替代的獲授權人士（「**新獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣；以及銀行特此獲授權兌現由銀行已收到該新獲授權人士獲授權的任何該等證書的任何新獲授權人士簽署的任何文書，猶如該等人士具有與上述決議案中指定的人士（附加於或代替已從附錄中或任何賬戶或服務申請中經核證的獲授權人士名單中刪除的人士）相同效力及作用。

To **appoint, certify and confirm** to the Bank the names of the authorised persons specified in the Appendix hereto, the Authorised Users referred to in Clause B(iii) and the Authorised Signatories referred to in Clauses B(iv) and (C) (collectively, the “**Authorised Persons**”) and the offices respectively held by them, together with specimens of their signatures, and in case of any future change of any of the Authorised Persons or their respective signing conditions and/or limits, the fact of such change and the names of any new or replacement Authorised Person(s) (the “**New Authorised Person(s)**”) and the offices respectively held by them, together with specimens of their signatures; and the Bank be, and hereby is, authorised to honour any instrument signed by any New Authorised Persons in respect of whom it has received any such certificate or certificates with the same force and effect as if said person or persons were named in the foregoing resolution in addition to or in the place of any person or persons who is/are deleted from the list of the Authorised Persons certified in the Appendix hereto or any of the Account or Service Applications.

viii. **電子通訊及簽署** **Electronic Communication and Signing**

- a. 通過不時通知銀行的電郵地址，以電子郵件方式與銀行通訊及 / 或代表本公司以電子方式簽署及簽立任何與該等賬戶、賬戶申請、該等服務、服務申請、銀行現在或以後向本公司提供或授予的任何銀行或其他信貸安排及 / 或本公司向銀行提供抵押品有關的任何合同、協議、表格、文書、指示或其他文件（「**電子通訊及 / 或簽署**」）。

To communicate with the Bank by electronic mail from electronic mail addresses as may be notified to the Bank from time to time and/or to sign and execute any contracts, agreements, forms, instruments, instructions or other documents on behalf of the Company electronically (“**Electronic Communication and/or Signing**”), in respect of or in connection with the Accounts, Account Applications, Services, Services Applications, any banking or other credit facilities now or hereafter offered or granted by the Bank to the Company and/or the granting of security by the Company to the Bank.

- b. 就電子通訊及 / 或簽署代表本公司向銀行簽署、提供或交付依據或依賴該等電子通訊及 / 或簽署而可能需要的任何協議、表格、信函、授權、指示、擔保、彌償、抵押或其他文件，如該等電子通訊及 / 或簽署均由**附錄**中指明的獲授權人士簽署並根據本決議證明書中指明的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示或文件，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本公司清晰及明確的指示或文件為止。

In respect of or in connection with Electronic Communication and/or Signing, to sign, give or deliver to the Bank any agreements, forms, letters, authorisations, instructions, guarantees, indemnities, security or other documents on behalf of the Company which the Bank may require in order to act upon or rely on such Electronic Communication and Signing, if the same are signed by the authorised persons specified in the **Appendix** hereto and acting according to the signing mandate indicated therein provided always that if the Bank receives any instructions or documents which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions or documents from the Company.

任命獲授權簽署人 **Appointment of Authorised Signatories**

C 已決議 **RESOLVED,**

- i. 根據上述第 B(iv) 條獲任命並根據有關賬戶申請及 / 或服務申請所指明的簽署授權行事的獲授權簽署人特此獲授權代表本公司開具、簽署、背書、接受或發出本公司不時於銀行開立的有關賬戶（不論在本決議日期之前或之後開立，包括但不限於該等賬戶及 / 或該等服務）相關的所有支票、匯票、付款指令及任何其他票據（即使在銀行允許的情況下，有關賬戶已經或將會透支），即使付款是為了任何董事、僱員、獲授權簽署人或任何簽署人的個人指令的利益而作出，而銀行亦無須查詢有關情況或以任何方式就該等付款承擔任何責任，以及銀行獲授權兌現任何該等支票、匯票、付款指令及任何其他票據，在任何時候接受並在公司賬戶上記入以或將以本公司名義保存的一個或多個銀行賬戶上存入或欠款的所有款項，以及所有支票、票據、賬單、其他流通票據、指令或收據的金額；及

That the person(s) who is/are appointed as the Authorised Signatories in accordance with and pursuant to Clause B(iv) above and acting according to the signing mandate indicated in the respective Account Applications and/or Services Applications be and are hereby authorised to draw, sign, endorse, accept or make for or on behalf of the Company all cheques, bills of exchange, orders to pay and any other instruments (even if, where permitted by the Bank the relevant account is or will become overdrawn) in respect of or in connection with the relevant account opened by the Company with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, such Account and/or the Services even though the payment is for the benefit

of any director, employee, authorised signatory or individual order of any signing person without the Bank having to enquire into the circumstances or being liable in any way in respect of such payment and the Bank be and is authorised to honour any such cheques, bills of exchange, orders to pay and any other instruments, accept and credit to the account of the Company all monies deposited with or owing by the Bank on any account or accounts at any time or times kept or to be kept in the name of the Company and the amount of all cheques, notes, bills, other negotiable instruments, orders or receipts; and

- ii. 倘若銀行（包括銀行任何一間分行）從本公司的一個或多個賬戶中扣賬兌現支票、匯票、本票及其他指令，而如該等賬戶沒有足夠的資金以支付付款款項，本公司將承諾償還該等臨時批出的透支，並支付其利息及相關費用，如有。
That if such cheques, bills of exchange, promissory notes and other orders so honoured by the Bank including any one of its branches and so debited against the Company's account or accounts that will not have sufficient funds to meet the payments, the Company will undertake to repay such overdrafts so granted temporarily and to pay the interest thereon and the relevant expenses, if any.

契約的簽立 Execution of Deeds

- D 已決議授權公司任何兩名董事或一名董事及公司秘書簽署任何描述或表達為契約的文件（無需在此等文件上加蓋公章）。
RESOLVED that authority be and is hereby given to execute any document described or expressed as a deed (without affixing a common seal onto such document) by any two Directors or a Director and the Company Secretary of the Company.

賬戶結單及支票 Account statements and cheques

E 已決議 **RESOLVED**,

- i. 鑒於本公司於銀行開立或持續維持賬戶，本公司特此同意銀行可就本公司現時或以後於銀行持有的每個賬戶核實從銀行收到的每份賬戶結單的正確性。如於每月月底後 7 日內（或如結單並非按月編製及寄發，則須在約定的編製及寄發期屆滿後 7 日內）仍未收到賬戶結單，則本公司須通知銀行並索取賬戶結單副本；以及在收到本應收到賬戶結單後的 90 天內，本公司須以書面形式通知銀行該賬戶的任何指稱遺漏或錯誤扣款或不準確的賬戶記錄，而賬戶結單在上述 90 天結束時，均屬終局性證據而無須任何進一步證據證明。除任何已通知銀行的指稱錯誤外，賬戶結單包含所有應包含的信貸，不包含不應包含的扣賬，而其中所有條目均正確無誤。除上述例外情況，銀行均不承擔與賬戶有關的所有索賠，不論任何條目是否因偽造或欺詐所致；及
That in consideration of the Bank opening or continuing an account with the Company, the Company hereby agrees with the Bank in respect of each account with the Company now or hereafter kept by the Bank to verify the correctness of each statement of account received from the Bank and if a statement of account is not received by the 7th day after the end of each month or, if statements are not to be prepared and despatched monthly, by the 7th day after the end of the term agreed on for its preparation and despatch to notify the Bank and request for a copy thereof; and within 90 days after the time when they should have been received to notify the Bank in writing of any alleged omissions from or debits wrongly made to or inaccurate entries in that account as so stated and that at the end of the said 90 days the statement of account shall be conclusive evidence without any further proof that except as to any alleged errors so notified the statement of account contains all credits that should be contained therein and no debits that should not be contained therein all the entries therein are correct and subject to the above exception the Bank shall be free from all claims in respect of the account whether or not any of the entries was the result of forgery or fraud; and
- ii. 本公司於銀行任何一間分行開出的任何支票，可由其總行或其他分行不時按其絕對酌情權於總行或其他分行的櫃檯出示後支付，或由總行或其他分行以其他方式兌現，惟銀行總行或其他分行可隨時拒絕或終止兌現在銀行任何分行開出的任何支票而不作另行通知。銀行總行或其他分行就該支票支付的任何款項將在其範圍內完全解除銀行的責任，並將從本公司在開出支票的銀行分行的賬戶中扣除。
That any cheque to be drawn by the Company on any of the Bank's Branches may, at the absolute discretion of its Head Office or other Branches from time to time, be paid at the counter of its Head Office or other Branches upon presentation, or otherwise honoured by its Head Office or other Branches provided it is clearly understood that the Bank's Head Office or other Branches may refuse or discontinue at any time without notice to so honour any cheque drawn on any of the Bank's Branches. Any payment by the Bank's Head Office or other Branches on such cheque will be full discharge to the Bank to the extent thereof and will be a debit against the Company's account or accounts with such Branch of the Bank on which the cheque is drawn.

決議的核證及通訊 Certification and communication of resolutions

F 已決議 **RESOLVED**,

- i. 如董事會決議案的任何副本聲稱由：(1) 通過該決議案的會議主席及公司秘書或公司另一名董事；或 (2) 如只有一名董事，該唯一董事核證為正確，則該經核證已通過的決議在本公司與銀行之間屬終局性證據；
That a copy of any resolution of the Board of Directors if purporting to be certified as correct by: (1) the chairman of the meeting at which such resolution was passed and either the company secretary or one other director of the Company; or (2) where there is only one director, the sole director, shall, as between the Company and the Bank, be conclusive evidence of the passing of the resolution so certified;
- ii. 將本決議案通知銀行並維持持續有效，直至本公司任何兩名董事或一名董事及公司秘書向銀行發出書面通知為並且銀行實際收到該書面通知為止，而銀行將就其繼續按照本決議案行事而蒙受的任何損失或承擔的任何責任應予以彌償並使其免受損害；
That this resolution be communicated to the Bank and remain in force until notice in writing be given to the Bank by any two Directors of the Company or by a Director and the Company Secretary and that until such notice in writing is actually received, the Bank shall be indemnified and kept harmless from any loss suffered or liability incurred by it in continuing to act in pursuance of this resolution;

- iii. 通過本決議案及將本決議案通知銀行，即表示本公司確認、同意並向銀行承諾本公司同意受限於及完全遵守任何規管該等賬戶、該等服務及 / 或本公司與銀行關係的任何條款及細則，該等條款及細則可由銀行不時修訂；及
By passing this resolution and communicating this resolution to the Bank, the Company acknowledges, agrees, and undertakes to the Bank that the Company agrees to be bound by and comply fully and at all times with any terms and conditions governing the Accounts, the Services, and/or the Company's relationship with the Bank, as may be amended by the Bank from time to time; and
- iv. 如本決議證明書的英文版本與中文版本有任何抵觸、差異或不一致之處，概以英文版本為準。
In the event of a conflict or discrepancy or inconsistency between the English version and Chinese version of these presents, the English version shall prevail over the Chinese version.

日期：_____ 年 _____ 月 _____ 日

Date this _____ day of _____.

簽署（會議主席） Signature (Chairman of the meeting)	簽署（公司秘書／董事） Signature (Company Secretary / Director)
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全名 Name

香港身份證 / 護照/
其他身份證明文件
號碼 HKID /
Passport / Other
identity document
number

全名 Name

香港身份證 / 護照/
其他身份證明文件
號碼 HKID /
Passport / Other
identity document
number

注：所有更改及刪除必須由主席及秘書（或其他董事）（如有）確認，並附有完整簽署。

Note: All alterations and deletions must be confirmed by the Chairman and the Secretary (or another director) (if applicable) with full signatures.

董事會決議案附錄 APPENDIX TO BOARD RESOLUTION

以下任何_____位人士獲授權為公司或代表公司受限於及根據本名單所附決議案開立及關閉賬戶、申請賬戶及銀行服務、借款及設立抵押品以及任命及核證獲授權使用者和人士。Any _____ of the following persons are authorised to open and close accounts, apply for account and banking services, borrow and create security and appoint and certify authorised users and persons for or on behalf of the Company subject to and in accordance with the resolutions to which this list is attached.

簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署（獲授權人士） Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number

日期 Dated

公司印章（如適用）Company Chop (If applicable)

（日 / 月 / 年）(DD/MM/YY)

 簽署（會議主席）
Signature (Chairman of the meeting)

全名 Name _____

 香港身份證 / 護照 / 其他身份證明文件號碼 _____
HKID / Passport / Other identity document number

 簽署（公司秘書 / 董事）
Signature (Company Secretary / Director)

全名 Name _____

 香港身份證 / 護照 / 其他身份證明文件號碼 _____
HKID / Passport / Other identity document number

6. 獲授權簽署人及簽署安排（如適用）AUTHORISED SIGNATORY(IES) & SIGNING ARRANGEMENTS (IF APPLICABLE)

獲授權簽署人：獲授權透過支票、付款指示、匯票及代表吾等簽發、簽署、背書或接受或出具的任何其他票據以操作帳戶。

Authorised Signatories: Authorised to operate the account by way of cheques, orders to pay, bills of exchange and any other instruments drawn, signed, endorsed or accepted or made on our behalf.

上述第 5 部分（決議證明書（適用於有限公司）） / （授權書（適用於獨資經營商號 / 合夥商號）） / （決議證明書（適用於社團、協會或會所））附錄中所列的獲授權人士均為獲授權簽署人。The Authorised Persons as set out in the Appendix to Section 5 (Certificate of Resolutions (For Limited Companies)) / (Mandate for Sole Proprietorship/Partnership) / (Certificate of Resolutions (For Society/Association/Club)) above are Authorised Signatories.

額外獲授權簽署人（如適用）Additional Authorised Signatories (If Applicable)

如有任何其他獲授權簽署人，請在下面註明其簽字式樣：

If there is any additional Authorised Signatories, please specify below with their specimen signature(s):

簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport Number / Other identity document number	簽署（獲授權簽署人） Signature (Authorised Signatories) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport Number / Other identity document number

獲授權簽署人特定簽署條件（如適用）Authorised Signatories Specific Signing Condition (If Applicable)

獲授權簽署人的簽署條件將遵循上述第 5 部分（決議證明書（適用於有限公司）） / （授權書（適用於獨資經營商號 / 合夥商號）） / （決議證明書（適用於社團、協會或會所））附錄中所規定的獲授權人士的簽署條件。

The signing condition of Authorised Signatories will follow what is specified for Authorised Persons as set out in the Appendix to Section 5 (Certificate of Resolutions (For Limited Companies)) / (Mandate for Sole Proprietorship/Partnership) / (Certificate of Resolutions (For Society/Association/Club)) above.

否則，請在下方註明：Indicate below if otherwise:

簽署條件 Signing condition

☐ 任何一名簽署 Singly ☐ 任何兩名共同簽署 Any two jointly

☐ 聯合簽署及限額如下（請註明幣種及金額）：Group and signing limits as follows (Please specify the currency and amount):

如申請多個帳戶 If applying for multiple accounts

- ☐ 簽署條件將適用於本表格中的所有帳戶 Signing condition applies for all accounts in this form
- ☐ 否，請註明 No, please specify:

7. 由申請人（由獲授權人士代表客戶）簽署的協議 AGREEMENT TO BE SIGNED BY THE APPLICANT (BY AUTHORISED PERSON(S) ON BEHALF OF THE CUSTOMER)
聲明 Declaration

- 本人 / 吾等已經收到及細閱銀行以下各文件，及本人 / 吾等共同及個別地同意遵守它們及其任何不時的修改、更改及增加，並受其約束：
I/We have received and read a copy of each of the following documents, and I/we jointly and severally agree to abide and be bound by them and any amendments, alterations and additions thereto as may from time to time be made:
 - ☐ 致客戶及其他個別人士有關《個人資料（私隱）條例》的通知 Notice to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance
 - ☐ 商業帳戶條款及細則，連同香港本地附錄及香港產品附錄 Business Account Terms and Conditions together with Hong Kong Local Addendum and Hong Kong Product Addendum
 - ☐ Appendix (only applicable for customers of Oversea-Chinese Banking Corporation Limited, Hong Kong Branch) 附錄（只適用於新加坡華僑銀行香港分行客戶）
 - ☐ 華僑銀行（香港）有限公司「智特息」貨幣掛鈎存款條款及章則、及其附錄（如有）和修訂通告（如有）OCBC Bank (Hong Kong) Limited Currency-linked Deposit Terms and Conditions, its Addendum (if any) and Notice of Amendments (if any)
 - ☐ 華僑銀行（香港）有限公司結構性存款《貨幣掛鈎目標匯率》條款及章則、及其附錄（如有）和修訂通告（如有）OCBC Bank (Hong Kong) Limited Structured Deposit (Currency Linked target rate) Terms and Conditions, its Addendum (if any) and Notice of Amendments (if any)
 - ☐ 相關帳戶及服務條款及章則 Applicable Terms and Conditions for Accounts and Services
 - ☐ 修訂通知書 Notice of Amendments
 - ☐ 其他，請註明 Others, please specify
- 本人 / 吾等已閱讀及明白，並同意受銀行不時修訂或補充的 ☐ 客戶一般銀行收費表 / ☐ 銀行服務收費簡介約束 / ☐ 服務收費指南。
I/We have read and understood, and agree to be bound by the Bank's ☐ General Bank Tariffs for Customers / ☐ Bank Service Charge Booklet / ☐ Service Fees Guide, as may be amended or supplemented from time to time.
- 本人 / 吾等授權銀行從本人 / 吾等的帳戶扣除銀行不時設定的正常銀行收費、利息、佣金及任何服務費。
I/We authorise the Bank to debit from my/our account(s) the usual bank charges, interest, commissions and any service charge set by the Bank from time to time.
- 如賬戶為往來賬戶，請將本人 / 吾等的姓名列載在支票簿上。
Where the Account is a current account, please have my/our name(s) printed on the cheque book.
- 本人 / 吾等承認及確認銀行有權依賴本人 / 吾等下述就實益擁有人的身份和資料的聲明，以及在本申請書所陳述的開戶原因。
I/We acknowledge and confirm that the Bank shall be entitled to rely on my/our declaration below on the identity(ies) of and information relating to the beneficial owner(s) and purpose of account opening as set out in this application.
- 本人 / 吾等確認，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 / 吾等向銀行提供的所有文件及支持材料，在所有方面均為真實、正確及完整，並授權銀行從銀行可選擇任何消息來源以核實該等資料。本人 / 吾等承諾，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 authorise 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.
- 本人 / 吾等聲明，本人 / 吾等於銀行存放的任何資金及資產 / 投資及其所產生的任何利潤，將遵從本人 / 吾等居住國家、本人 / 吾等公民身份所屬國家的稅務法例或其他適用的法例。本人 / 吾等同意當中規定的披露責任。
I/We declare that any savings and assets/investments I/we hold with the Bank, and any profits that they make, will comply with the tax laws of the countries where I/we live or of which I/we am/are citizen(s), and any other laws that apply. I/We consent to the disclosures as provided therein.
- 銀行保留全權絕對酌情拒絕本人 / 吾等於本申請表的申請之權利，而無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.
- 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 / 吾等欺詐地行事或有嚴重疏忽，本人 / 吾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 are 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.
- 只適用於合夥商號的客戶 For customers who are partnerships only

吾等同意將就吾等或任何一人虧欠銀行的所有款項或令銀行招致的債務，共同及個別向銀行承擔責任，而不論有關款項是以合夥商號的名義、代表合夥商號或其他形式產生。當任何合夥人因喪故、破產、退休或其他原因而終止出任合夥商號的成員，銀行應視尚存合夥人、接續合夥人或當時的合夥人擁有完全權力，可以繼續經營該合夥商號的業務及處理其資產，正如該合夥商號一切維持不變。

We agree that we shall be jointly and severally liable to the Bank for all monies owing and liabilities incurred to the Bank by us or any of us whether in the name of or on behalf of the partnership firm or otherwise. Upon any partner ceasing to be a member of the partnership firm by death, bankruptcy or retirement or otherwise, the Bank shall treat the surviving or continuing partner or partners for the time being as having full power to carry on the business of the partnership firm and to deal with its assets, as if there had been no change in the partnership firm.

11. 只適用於獨資經營商號 / 合夥商號的客戶 For customers who are sole proprietorships or partnerships only

- a. 本人 / 吾等確認，本人 / 吾等已細閱及明白從銀行獲得的《關於個人資料（私隱）條例的客戶及其他個別人士通知》之內容，並同意其條款及細則。

I/We confirm that I/we have read and understood the contents of the Notice to Customers and Other Individuals Relating to the Personal Data (Privacy) Ordinance obtained from the Bank and agree with the terms and conditions thereof.

- b. 本人 / 吾等知悉及同意銀行可根據 (i) 《關於個人資料（私隱）條例的客戶及其他個別人士通知》；或 (ii) 本人 / 吾等不時給予的訂明同意，使用本人 / 吾等的個人資料（「資料」）作該等用途及向該等人士披露。同時本人 / 吾等同意銀行可將資料轉移至香港特別行政區以外地方、使用資料和本人 / 吾等的其他個人資料和資訊作根據《個人資料（私隱）條例》所述的核對程序核對資料及其他關於本人 / 吾等的資料、作內部的信貸管理和提供優質的賬戶服務和其他相關目的及提供有關本人 / 吾等之銀行證明書或信貸諮詢用途。本人 / 吾等同意銀行有權不時向任何第三者索取有關本人 / 吾等的資料，包括但不限於向任何信貸資料機構對本人 / 吾等作出信貸調查（如有）。

I/We acknowledge and agree that all personal data relating to me/us (the "Data") may be used by the Bank for such purposes and disclosed to such persons in accordance with (i) the Notice to Customers and Other Individuals Relating to the Personal Data (Privacy) Ordinance; or (ii) the prescribed consent given by me/us from time to time. I/We also agree that the Bank may transfer the Data outside the Hong Kong Special Administrative Region, use the Data and such other personal data and information relating to me/us to conduct matching procedures (as defined in the Personal Data (Privacy) Ordinance) and for internal credit risk management and better group-wide account servicing, and any purposes relating thereto and to provide banker's or credit references in respect of me/us (if any). I/We agree that the Bank may from time to time obtain my/our information from any third party, including but not limited the credit review report(s) from credit reference agency(ies) (if any).

12. 只適用於存款賬戶客戶 For deposit account customers only

- a. 本人 / 吾等確認於存摺儲蓄賬戶、往來賬戶、結單儲蓄賬戶、「日利高」存款、「聚財寶」儲蓄計劃、「月月息」定期存款及浮息定期存款的存款，以及於定期存款賬戶內的定期存款，以及任何在銀行開立的存款期不超過五年的定期存款是符合香港的存款保障計劃保障資格的存款。

I/We acknowledge that any deposits to be placed under Statement Savings Accounts, Current Accounts, Passbook Savings Accounts, Overnight Plus Deposit, Easy Rich Savings Plan, Monthly Plus Fixed Deposit, Prime-linked Fixed Deposit and time deposit in Time Deposit Accounts maintained with the Bank, and any Fixed Deposits to be maintained with the Bank (where the current term agreed to by me/us at the most recent time it was negotiated does not exceed 5 years) is a deposit qualified for protection by the Deposit Protection Scheme in Hong Kong.

- b. 本人 / 吾等確認存款證、結構性存款及貨幣掛鈎存款並非受保障存款，及不受香港的存款保障計劃保障，任何其後自動續存的存款也等同。

I/We acknowledge that I/we understand that certificate of deposit, structured deposits and currency-linked deposits are not protected deposits and are not protected by the Deposit Protection Scheme in Hong Kong, and will remain so in the case of any automatic renewal of the deposits.

13. 只適用於人民幣帳戶客戶 For Renminbi account customers only

- a. 本人 / 吾等明白及同意，以上申請的人民幣服務經常受制於有關法律，以及由有關權力機構發出的所有規則、規定、限制、指示和指引等，以及其他由銀行不時發出的相關條款及細則和刊物（統稱「適用細則」），包括但不限於提供予本人 / 吾等的人民幣產品單張，而本人 / 吾等亦承諾予以遵從。若適用細則與人民幣服務的條款及細則有任何差異，概以適用細則為準。

I/We understand and agree that the Renminbi services applied above is at all times subject to, and I/We also undertake to comply with, the law and all the rules, regulations, restrictions, directions, guidelines and the likes issued by the relevant authority governing the same and also any other related terms and conditions and publications issued by the Bank from time to time (collectively, the "applicable provisions"), including without limitation any Renminbi product leaflet provided to me/us. In the event of any inconsistency between the applicable provisions and the terms and conditions applicable otherwise to the Renminbi service, the applicable provisions shall prevail.

- b. 本人 / 吾等明白人民幣乃受制於匯率風險。本人 / 吾等於兌換人民幣至其他貨幣（包括港幣）時將可能受匯率波動而引致損失。有關當局所實施的外匯管制亦可能對適用匯率造成不利的影響。人民幣現時並非自由兌換的貨幣。透過香港銀行進行的人民幣兌換，如其他由香港銀行提供的人民幣服務一樣，均須受制於若干政策、監管要求及 / 或限制（有關政策、監管要求或限制將不時更改而毋須另行通知）。

I/We understand that Renminbi is subject to exchange rate risk. Fluctuation in the exchange rate of Renminbi may result in losses in the event that I/we subsequently convert Renminbi into another currency (including Hong Kong Dollars). Exchange controls imposed by the relevant authorities may also adversely affect the applicable exchange rate. Renminbi is currently not freely convertible and conversion of Renminbi through banks in Hong Kong, like other Renminbi services provided by banks in Hong Kong, are subject to certain policy, regulatory requirements and/or restrictions (which are subject to changes from time to time without notice).

c. 只適用於人民幣定期存款賬戶客戶 For Renminbi fixed deposit customers only

本人 / 吾等明白，若本人 / 吾等現時或將來開立人民幣定期存款賬戶，該人民幣定期存款賬戶必須與本人 / 吾等的人民幣存摺儲蓄賬戶連結。本人 / 吾等亦明白及同意，除非銀行另行指示，經本人 / 吾等人民幣定期存款賬戶提存的款項，只能夠從所述的人民幣儲蓄賬戶以轉賬（不能以現金、支票或其他方法）形式提存。

I/We understand that if I/we now or shall open a Renminbi Fixed Deposit Account, the Renminbi Fixed Deposit Account must be linked to my/our Renminbi Statement Savings Account. I/We also understand and agree that deposits to and withdrawal from my/our Renminbi Fixed Deposit Account can only be made by transfers from and to the said Renminbi Statement Savings Account (instead of in cash, by cheques or in any other manner) unless the Bank shall specify otherwise.

14. 只適用於「易傳訊」服務客戶 For customers with eAlert services only

- a. 本人 / 吾等同意就「易傳訊」服務而按銀行不時指定的方式，在銀行登記及記錄本人 / 吾等指定的流動電話號碼及 / 或電郵地址。本人 / 吾等亦承認及同意，銀行保留權利可不時通過認為合適的其他方式向本人 / 吾等提供「易傳訊」服務（如獲批准），毋須事前通知本人 / 吾等，亦毋須本人 / 吾等同意。

I/We agree to register and record with the Bank the number of my/our designated mobile phone and/or e-mail address for the eAlert service, in the manner as specified by the Bank from time to time. I/We also acknowledge and agree that the Bank reserves the right to from time to time provide the eAlert service (if approved) to me/us by other modes if it sees fit without prior notice to or consent from me/us.

- b. 本人 / 吾等得悉及接受提示信息可能會出錯、延遲、不完整、偏差或受到中斷，而銀行毋須因而承擔責任。本人 / 吾等亦明白及同意，通過「易傳訊」服務收到的任何資料僅供參考及資訊用途。本人 / 吾等承認，除明顯錯誤外，銀行的紀錄在所有目的上均為本人 / 吾等與銀行所訂立交易的終局性證據。

I/We am/are aware and accept that the alert message may be erroneous, delayed, incomplete, inaccurate or subject to interruption and the Bank shall not be liable therefor. I/We also understand and agree that any information received through the eAlert service is for reference and information only. I/We acknowledge that save for manifest error the records of the Bank shall, for all purposes, be conclusive evidence of my/our transactions with the Bank.

- c. 本人 / 吾等特此授權銀行向服務供應商披露任何銀行發出或將發出與本人 / 吾等有關及 / 或載有本人 / 吾等個人資料的信息及資料，藉以讓服務供應商提供「易傳訊」服務。銀行獲本人 / 吾等進一步授權，可於銀行認為需要時監察及記錄有關內容。

I/We hereby authorise the Bank to disclose to the service provider(s) any of the messages and information sent or to be sent by the Bank which may concern me/us and/or contain my/our personal data to enable the service provider(s) to provide the eAlert service. The Bank is further authorised by me/us to monitor and record such contents if it considers necessary so to do.

15. 本申請書的中文版本僅供參考。如英文版本與中文版本有任何抵觸、不一致或差異，概以英文版本為準。

The Chinese version of this application is for reference only. If there is any conflict, inconsistency or discrepancy between the English and the Chinese versions, the English version shall prevail.

個人資料（私隱）條例的附加聲明（只適用於合夥商號 / 獨資經營商號的客戶）

Additional declaration relating to the Personal Data (Privacy) Ordinance (Applicable to Partnership/Sole Proprietorship Only)

☐ 在此方格內打勾，即表示本人 / 吾等已明確同意及授權銀行可不時將本人 / 吾等的獨資經營商號 / 合夥商號的個人資料透露予銀行集團 * 內的任何成員作內部的信貸管理和提供更優質的賬戶服務和其他相關用途。By ticking this box, it means that I/we have expressly consented and authorise the Bank to from time to time disclose my/our personal data in respect of the sole proprietorship/partnership to any member(s) of the Bank Group* for internal credit risk management and better group-wide account servicing purposes, and any purposes relating thereto.

*「銀行集團」指任何銀行的附屬公司、銀行任何直接或間接控股公司、任何上述控股公司的任何附屬公司或其任何有關連公司（即股權由任何上述公司持有的公司），包括但不限於華僑信用財務（香港）有限公司、華僑財務（香港）有限公司、華僑英利信用財務有限公司、華僑保險代理（香港）有限公司、華僑保險顧問（香港）有限公司、華僑證券經紀（香港）有限公司及華僑期貨投資（香港）有限公司。

*"Bank Group" refers to any subsidiary of the Bank, any direct or indirect holding company of the Bank, any subsidiary of any such holding company or any of their related companies (being a company in which an equity interest is held by any of the foregoing), including but not limited to OCBC Credit (Hong Kong) Limited, OCBC Finance Company (Hong Kong) Limited, OCBC Inchroy Credit Corporation Limited, OCBC Insurance Agency (Hong Kong) Limited, OCBC Insurance Brokers (Hong Kong) Limited, OCBC Securities Brokerage (Hong Kong) Limited and OCBC Futures Investment (Hong Kong) Limited.

選擇拒絕銀行集團在直接促銷中使用本人 / 吾等的獨資經營商號 / 合夥商號的個人資料。

Opt-out from use of my/our personal data in respect of the sole proprietorship/partnership in direct marketing of the Bank Group.

1. 本人 / 吾等知悉由銀行收集屬本人 / 吾等的獨資經營商號 / 合夥商號的個人資料可能被銀行集團所有成員作直接促銷用途。
I/We noted that my/our personal data in respect of the sole proprietorship/partnership collected by the Bank may be used by all members of the Bank Group in direct marketing.

本人 / 吾等不希望銀行集團內任何成員經以下途徑在直接促銷中使用本人 / 吾等的獨資經營商號 / 合夥商號的個人資料：I/We do not wish any member(s) of the Bank Group to use my/our personal data in respect of the sole proprietorship/partnership in direct marketing by the following channel(s):

☐ 郵寄函件 mailing ☐ 電郵 e-mail ☐ 促銷電話 telemarketing ☐ 短訊 SMS

2. 本人 / 吾等於以上任何方格內打勾亦表示本人 / 吾等不希望銀行將本人 / 吾等的獨資經營商號 / 合夥商號的個人資料提供予任何其他

非銀行集團成員人士，以供該等人士在直接促銷中使用。本人 / 吾等明白若以上任何方格內未有打勾，即表示本人 / 吾等同意銀行將本人 / 吾等的獨資經營商號 / 合夥商號的個人資料提供予任何其他非銀行集團成員人士，以供該等人士在直接促銷中使用。

By ticking any of the above boxes, it also indicates that I/we do not wish the Bank to provide my/our personal data in respect of the sole proprietorship/partnership to any other non-Bank Group members for their use in direct marketing. I/we understand that if I/we do not tick any of the above boxes, it indicates that I/we agree the Bank to provide my/our personal data in respect of the sole proprietorship/partnership to any other non-Bank Group members for their use in direct marketing.

3. 以上代表本人 / 吾等目前就是否希望收到直接促銷聯繫或資訊的選擇，並取代本人 / 吾等於本申請前向任何銀行集團成員傳達的所有選擇。

The above represents my/our present choice whether or not to receive direct marketing contact or information. This replaces all choice(s) communicated by me/us to any member(s) of the Bank Group prior to this application.

4. 本人 / 吾等已知悉以上的選擇適用於就本表格隨附之關於《個人資料（私隱）條例》的客戶及其他個別人士通知（「通知」）中所列出的產品、服務及 / 或標的類別的直接促銷。本人 / 吾等亦已參閱該通知以得知在直接促銷中可使用的個人資料的種類，以及本人 / 吾等的獨資經營商號 / 合夥商號的個人資料可提供予什麼類別的人士以供該等人士在直接促銷中使用。

I/We noted that my/our above choice applies to the direct marketing of the classes of products, services and/or subjects as set out in the Notice to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance obtained from the Bank (the "Notice"). I/We also referred to the Notice on the kinds of personal data which may be used in direct marketing and the classes of persons to which my/our personal data in respect of the sole proprietorship/partnership may be provided for them to use in direct marketing.

8. 申請人（由獲授權人士代表客戶）簽署本申請表的簽署部份 SIGNING SECTION OF THIS APPLICATION FORM BY THE APPLICANT (BY AUTHORISED PERSON(S) ON BEHALF OF THE CUSTOMER)	
簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number	簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number
簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number	簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number
簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number	簽署 Signature _____ 全名 Full Name 職銜 Title 香港身份證 / 護照 / 其他身份證明文件號碼 HKID / Passport / Other identity document number
_____ 日期（日 / 月 / 年） Date (dd/mm/yyyy)	

僅供銀行使用 For Bank Use Only			
CIF No.:		Account Opening Date (dd/mm/yyyy):	
Customer Name:			
Business Unit/Department:			
Attended By	Handled By	Checked By	Approved By

KYC 附錄 KYC ADDENDUM

1. 全年營業額（港元）Annual Business Turnover (in HKD) - 僅適用於中小企商業賬戶 FOR SME BUSINESS ACCOUNT ONLY

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2. 額外客戶業務資料（選填）ADDITIONAL BUSINESS PARTICULARS OF THE CUSTOMER (OPTIONAL)

母公司名称（如有） Name of Parent Company (if any)	僱員人數 Number of Employees
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收入來源（單選或多選）Source of Income (select one or more)

☐ 營業利潤 - 去年及預期來年營業額銷售額及年度收入 Business Profit – Last year and expected sales turnover and annual income

☐ 銀行計息存款 – 存入此帳戶的大致金額為

Bank Interest-Bearing Deposit – Approximate amount of deposit into this account

☐ 投資類型（銀行計息存款除外）– 循環存入此賬戶之金額為

Investment Types (other than Bank Interest-Bearing Deposits) – Approximate amount recurring deposit into this account

☐ 其他（請註明）Others (Please specify):

交易模式 Transaction Pattern	每年平均存款總額 Total Average Deposits Per Year		每年平均提款總額 Total Average Withdrawals Per Year	
	交易數量 No. of Transaction	總額 Total Amount	交易數量 No. of Transaction	總額 Total Amount
現金 Cash				
支票 Cheque				
轉帳 Transfer				
匯款 Remittance				

3. 有關人士（個人）之資料 DETAILS OF RELEVANT PERSONS (INDIVIDUALS)

	1		2		3	
有關人士種類 Type of Relevant Person	☐ 獨資經營者 Sole Proprietor	(L)	☐ 獨資經營者 Sole Proprietor	(L)	☐ 獨資經營者 Sole Proprietor	(L)
	☐ 董事 Director	(D)	☐ 董事 Director	(D)	☐ 董事 Director	(D)
	☐ 實益擁有人* Beneficial Owner* %	(O/H)	☐ 實益擁有人* Beneficial Owner* %	(O/H)	☐ 實益擁有人* Beneficial Owner* %	(O/H)
	☐ 合夥人 Partner %	(A)	☐ 合夥人 Partner %	(A)	☐ 合夥人 Partner %	(A)
	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)
	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)
	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)
	其他 Others		其他 Others		其他 Others	
稱謂 Salutation	☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms		☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms		☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms	
全名（英文）Full Name (in English)						

全名 (中文) Full Name (in Chinese)			
身份證明文件類別 ID Document Type			
身份證明文件簽發國家 ID Issuing Country			
身份證明文件號碼 ID No.			
國籍 Nationality(ies)			
出生日期 (日 / 月 / 年) Date of Birth (dd/mm/yyyy)			
職業 (選填) Occupation (optional)			
行業 (選填) Employment Industry (optional)			
電話號碼 Telephone No. #			
電郵地址 Email Address #			
居住地址 / 郵寄地址 Residential Address/Mailing Address			
驗證 Verification (僅供銀行使用) (For Bank Use Only)	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified

註：如多於三名有關人士，請填寫補充頁。

Note: Please add a supplementary sheet if there are more than 3 relevant persons.

僅適用於中小企商業賬戶 For SME Business Account Only

* 「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或人士（如指明）： In relation to a corporation, means an individual or a person (if specified) who fulfills any of the following criteria:
- 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25%以上； owns or controls, directly or indirectly, including through a trust or bearer share holding, more than 25% of the issued share capital of the corporation;
 - 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25%以上或支配該比重的投票權的行使； is, directly or indirectly, entitled to exercise or control the exercise of more than 25% of the voting rights at general meetings of the corporation;
 - 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，則指該另一人。 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或人士（如指明）： In relation to a partnership, means an individual or a person (if specified) who fulfills any of the following criteria:
- 直接或間接地有權攤分或控制該合夥的資本或利潤的25%以上； is entitled to or controls, directly or indirectly, more than a 25% share of the capital or profits of the partnership;
 - 直接或間接地有權行使在該合夥的投票權的25%以上，或支配該比重的投票權的行使； is, directly or indirectly, entitled to exercise or control the exercise of more than 25% of the voting rights in the partnership;
 - 行使對該合夥的管理最終的控制權；或 exercises ultimate control over the management of the partnership; or
 - 如該合夥是代表另一人行事，則指該另一人。 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： In relation to a trust, means any of the following:
- 有權享有信託財產的既得權益的受益人或某類別受益人，而不論該受益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； a beneficiary or a class of beneficiaries of the trust entitled to a vested interest in the trust property, whether the interest is in possession or in remainder or reversion and whether it is defeasible or not;
 - 該信託的財產授予人； the settlor of the trust;
 - 該信託的受託人； the trustee of the trust;
 - 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) 段指的人士 / 不屬法團團體而言： In relation to a person/an unincorporated body other than those set out in (a) to (c) above:
- 指最終擁有或控制該人士 / 不屬法團團體的個人；或 means an individual who ultimately owns or controls the person/unincorporated body; or
 - 如該人士 / 不屬法團團體是代表另一人行事，則指該另一人。 if the person/unincorporated body is acting on behalf of another person, means the other person.

4. 法人團體董事 / 法人團體股東 (如適用) CORPORATE DIRECTORS/CORPORATE SHAREHOLDERS (IF APPLICABLE)

本人 / 吾等謹此聲明及確認，以下公司是法人團體董事 / 法人團體股東並擁有該法團已發行股本的多於 25%:

I/We hereby declare and confirm that the following company(ies) are the corporate director(s) or corporate shareholder(s) with more than 25% of the issued share capital of the Company:

	1	2	3
身份 Capacity	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)
公司名稱 Company Name			
公司類別 Company Type			
註冊號碼 Registration Number	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate
註冊地 Place of Incorporation			
登記地 Place of Registration			
註冊 / 成立日期 Date of Incorporation/Establishment			
業務 / 行業性質 Nature of Business/Industry			
總部地點 Location of Headquarters			
業務地點 Location of Business			
註冊地址 Registered Address			
營業地址 Business Address			
電話號碼 Telephone No.			
驗證 Verification (僅供銀行使用) (For Bank Use Only)	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified

5. 與銀行之關係 RELATIONSHIP WITH BANK

本人 / 吾等，或本公司之任何董事、合夥人、經理或代理人，或本人 / 吾等或本公司之任何擔保人，是否下列有關人士或團體，或下列有關人士之親屬*: 銀行 (或其控股公司、其任何附屬公司及聯屬公司) 之董事 / 僱員 / 控權人 (即無論是單獨或與任何相聯者控制已發行股份的 10% 或以上) ?

Am/Are I/we, or is any of my/our directors, partners, managers or agents, or is any of my/our guarantors, one of the following relevant persons or bodies, or a Relative* of one of the following relevant persons: director/employee/controller (i.e. either alone or together with any associate controlling 10% or more of the issued shares) of the Bank (or its holding company, any of its subsidiaries and affiliates)?

☐ 是，請填報 Yes, please state:

有關人士之姓名 Name of relevant person _____

有關機構及部門名稱 Relevant company and department _____

與客戶 / 申請人之關係 Relationship with customer/applicant _____

☐ 否 No

本人 / 吾等確認沒有上述之關係。倘若上述所報之資料不再準確、真實及正確，本人 / 吾等承諾立刻以書面通知銀行。I/We confirm that at present, there is no such relationship. I/We undertake to notify the Bank immediately in writing if the information given above is no longer accurate, true and correct.

*「親屬」指: (a) 父母、祖父母或曾祖父母; (b) 繼父母或領養父母; (c) 兄弟或姐妹; (d) 配偶; (e) 夫妻關係的另一方; (f) 同居伴侶; (g) 配偶的父母、繼父母或領養父母; (h) 配偶的兄弟或姐妹; (i) 兒子、繼子、領養兒子、女兒、繼女或領養女兒; 或 (j) 孫子、孫女、曾孫子或曾孫女。

**"Relative" means: (a) a parent, grandparent or great grandparent; (b) a step-parent or adoptive parent; (c) a brother or sister; (d) the spouse; (e) the other party to a union of concubinage; (f) a cohabitee; (g) a parent, step-parent or adoptive parent of a spouse; (h) a brother or sister of a spouse; (i) a son, step-son, adopted son, daughter, step-daughter or adopted daughter; or (j) a grandson, granddaughter, great grandson or great granddaughter.

僅供銀行使用 FOR BANK USE ONLY

Data Input Form						
CIF Number	Customer Type	Branch Code	Account Open Date (DD/MM/YYYY)			
Source Code	Issuing Country	Analysis Code	Referral Staff ID			
Name	CRS Status	FATCA Status	W Form Expiry 31 / 12 /	TIN for W9		
Name	CRS Status	FATCA Status	W Form Expiry 31 / 12 /			
Name	CRS Status	FATCA Status	W Form Expiry 31 / 12 /			
Name	CRS Status	FATCA Status	W Form Expiry	(Newly start up company)		
Account Number	Product Code	Package Code	A/C Contact Code	Statement Cycle	SC Code	Manager's Approval
Checked by AOB	Approved by AOB	Data Input by	Data Input Checked by			
ASD INPUT	APP	ATTRIBUTE CODE				

Supplementary Information in CIF – Referral Table			
Number of Employee detail (HK / MAINLAND CHINA / OTHER)	1 – "Up to 5" 4 – "51 – 100" 7 – "1001 – 3000"	2 – "6 – 10" 5 – "101 – 500" 8 – "3001 – 5000"	3 – "11 – 50" 6 – "501 – 1000" 9 – " More than 5000"
Annual Business Turnover Amount detail (HKD)	1 – "Up to 500,000" 4 – "5,000,001 – 10,000,000"	2 – "500,001 – 1,000,000" 5 – "10,000,001 – 15,000,000"	3 – "1,000,001 – 5,000,000" 6 – " More than 15,000,000"
Annual Turnover Amount (with our Bank) detail (HKD)	1 – "Up to 500,000" 4 – "5,000,001 – 10,000,000"	2 – "500,001 – 1,000,000" 5 – "10,000,001 – 15,000,000"	3 – "1,000,001 – 5,000,000" 6 – " More than 15,000,000"
Annual Turnover of Transaction Count detail	1 – "Up to 300" 4 – "10,001 – 50,000"	2 – "301 – 5,000" 5 – "50,001 – 100,000"	3 – "5,001 – 10,000" 6 – "More than 100,000"
Nature of Activity *Please select one	1 – CASH 4 – TT / DEMAND DRAFT 7 – AUTOPAY	2 – CHEQUE / CASHIER ORDER 5 – INTRABANK TRANSFER 8 – HK – MACAU INSTANT REMITTANCE	3 – CHATS / LOCAL INTERBANK TRANSFER 6 – CREDIT CARD MERCHANT TRANSACTIONS

-----[如適用 If Applicable]-----

5. 授權書（適用於獨資經營商號 / 合夥商號） MANDATE FOR SOLE PROPRIETORSHIP/PARTNERSHIP

版本日期 Version Date: 01 Jun 2024

獨資經營商號 / 合夥商號名稱 Name of Sole Proprietorship/Partnership: _____

本人 / 吾等以_____商號或合夥商號名稱（「**本商號**」）進行交易，特此同意如下：
I/We, trading under the firm or partnership name of _____ (the “Firm”) hereby agree as follows:

任命銀行 Appointment of banker

- A 以下選定實體：
that the following selected entity(ies):

華僑銀行（香港）有限公司 OCBC Bank (Hong Kong) Limited	
新加坡華僑銀行香港分行 Oversea-Chinese Banking Corporation Limited, Hong Kong Branch	

* 請選擇其中之一或兩者兼有之
* Please select one or both

以及其各自的分行、代表及 / 或代理人及其繼承人及受讓人（「**銀行**」）特此獲任命為本商號的銀行。
as well as its/their respective branches, representatives and/or agents and its/their successors and assigns (the “Bank”) be and is/are hereby appointed banker of the Firm.

任命獲授權人士 Appointment of authorised persons

- B 本授權書附錄中指定的獲授權人士按照其中所示的簽署授權（有關獲授權人士及簽署條件，請參閱附錄）特此獲授權代表本商號：
that the **authorised persons specified in the Appendix** hereto and acting according to the signing mandate indicated therein be and are hereby authorised on behalf of the Firm (please refer to the Appendix hereto for the authorised persons and signing conditions):

i. 開立及關閉賬戶 Open and Close Accounts

根據銀行不時修訂規管該等賬戶的條款及細則，於現在或以後任何時間代表本商號批准及於銀行開立任何數量的賬戶（「**該等賬戶**」）（「**賬戶申請**」），並簽署與此有關或附帶的任何及所有文件，包括其任何修訂，以及發出關閉任何賬戶的指示：
To approve and open with the Bank any number of accounts (the “Accounts”), now or at any time hereafter (the “Account Applications”) for and on behalf of the Firm subject to and in accordance with the terms and conditions governing such accounts, as amended from time to time by the Bank, and to execute any and all documents in connection therewith or incidental thereto, including any amendment thereto and to give instructions to close any Accounts;

ii. 申請賬戶及銀行服務 Apply for Account and Banking Services

- a. 就本商號不時於銀行開立的任何賬戶（不論在本授權書日期前或之後開立，包括但不限於該等賬戶）申請任何服務（「**該等服務**」）及提供相關指示。

To apply for any service (the “Services”) in respect of or in connection with any account opened by the Firm with the Bank from time to time (whether opened before or after the date of this mandate and including, without limitation, the Accounts) and provide related instructions.

為免生疑問，該等服務應包括但不限於：

For the avoidance of doubt, the Services shall include without limitation:

- 託管服務 custodial services
- 電子服務 electronic services
- 現金管理服務 cash management services
- 匯款及支付服務 remittance and payment services
- 貿易相關服務 trade related services
- 一般賬戶操作 general account operations
- 虛擬賬戶服務 virtual account services
- 保險箱 safe deposit boxes
- 證券交易 dealing of securities
- 投資交易結算 investment transaction settlement

- 「轉數快」商戶服務 FPS merchant services
- 任何其他服務或交易 any other services or transactions

以及在各種情況下，包括但不限於電子銀行渠道及 / 或平臺、電子提示服務、電子結單、電子通知書、SWIFT 服務、與快速回覆代碼功能相關的服務、稅務合規（包括但不限於與稅務狀況及自我證明相關）以及允許持有人（無論是否與本商號相關）獲取及 / 或接收與本商號或任何該等賬戶相關的資訊及 / 或操作任何該等賬戶（包括但不限於發出指示）的存取憑證。

and in each case include without limitation, electronic banking channels and/or platforms, e-alert services, e-statements, e-advice, SWIFT services, services relating to quick response code functionalities, tax compliance (including without limitation in relation to tax status and self-certification), and access credentials that allow the holder (whether or not associated with the Firm) to access and/or receive information in relation to the Firm or any Accounts and/or operate any Accounts (including without limitation to give instructions).

- b. 授權銀行執行並接受其為本商號妥為簽署的任何申請（「服務申請」）（受限於並根據該申請所載的銀行條款及細則）及銀行就交易或提供該等服務要求有關或附帶的所有其他文件（包括但不限於以正本書面簽署以外的任何方式操作賬戶，例如通過傳真傳輸、電子方式或其他方式，以及使用個人識別碼、電話、電腦終端或其他方式），並就此代表本商號向銀行交付形式及內容均為銀行所接受的擔保或彌償或任何其他抵押（包括但不限於任何形式的存款及取款、存款備忘錄及信託書、與任何證券或財產或與之相關的擁有權文件的抵押及 / 或質押，以擔保該等墊款以及任何義務、承諾、指示、彌償和反彌償，以及銀行可能要求本商號提供的任何其他文件），如該等文件是由附錄中指定的獲授權人士簽署並按照其中所示的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本商號清晰及明確的指示為止。

To authorise the Bank to act on and accept as duly signed for the Firm any application (“Services Application”) (subject to and in accordance with the Bank’s terms and conditions set out in such application) and all other documents requested by the Bank in connection with or incidental to the transaction or provision of such services (including without limitation the operation of accounts in any manner other than by original written signature, such as by facsimile transmission, electronic means or otherwise and the use of Personal Identification Numbers (PINs), telephones, computer terminals or other means) and in this connection to deliver to the Bank, on behalf of the Firm, guarantees or indemnities or any other security in form and substance acceptable to the Bank (including without limitation any forms of deposit and withdrawal, Memoranda of Deposit and Letters of Trust, Hypothecation and or Pledge relating to any securities or property or documents of title relating thereto secure such advances and any obligations, undertakings, instructions, indemnities and counter-indemnities, and any other documents which may be required by the Bank from the Firm), if the same are signed by the authorised persons specified in the Appendix hereto and acting according to the signing mandate indicated therein provided always that, if the Bank receives any instructions which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions from the Firm.

- c. 為遵守銀行在香港境內或境外的任何政府、監管機構、稅務機關所頒布或採納的任何法律、法規、規則、指令等或與其簽訂的協定下的任何適用責任（包括但不限於香港《稅務條例》下有關自動交換財務賬戶資料的責任及美國《美國外國賬戶稅務合規法》規定的責任），(i) 代表本商號填寫及簽署本商號任何本商號的賬戶的所有及任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本商號的任何自我證明）；及 (ii) 不時代表本商號向銀行提供、提交及交付與本商號、本商號帳戶或其任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本商號的任何新的自我證明）有關的其他資料、證明、聲明、通知、表格、同意書及其他文件。

To: (i) properly complete by filling in and sign on behalf of the Firm all and any account opening form(s) and any other documents incidental or relating thereto (including but not limited to any self-certification by the Firm) for any of the Firm’s account(s); and (ii) provide, submit and deliver further information, certification, declaration, notices, forms, consent and other documents in relation to the Firm, the Firm’s account(s), or any of its account opening form(s) and any other documents incidental or relating thereto (including without limitation any new self-certification by the Firm) from time to time on behalf of the Firm to the Bank, for the purpose of the Bank’s compliance with any applicable obligations under any laws, regulations, rules, directives or the like issued or adopted by, or agreements with, any governments, regulators, tax authorities, whether inside or outside Hong Kong, (including without limitation the obligations under the Inland Revenue Ordinance of Hong Kong concerning the automatic exchange of financial account information and under the Foreign Account Tax Compliance Act of the United States of America.

iii. 任命有關服務的獲授權使用者 Appointment of Authorised Users of the Respective Services

在有關服務申請或任何指示函中，向銀行任命、證明及確認有關服務（受規管該等服務的條款及細則所限）的獲授權使用者（「獲授權使用者」）以及其為獲授權查閱及 / 或接收有關本商號或任何賬戶的資料及 / 或操作任何賬戶（包括但不限於發出指示）的人士（不論是否與本商號有關聯）的全名、其資料及其分別擔任的職位，連同該等人士的簽字式樣，而銀行獲授權以正本書面簽署、傳真傳輸、電子方式或其他方式，以及使用存取憑證、個人識別碼、電話、電腦終端或就進行該等服務銀行可能允許的其他方式，在受限於並根據規管該等服務的條款及細則的前提下，接受及就任何獲授權使用者就該等服務或與之相關的服務發出的任何指示及進行的交易行事，而所有該等指示及交易均應被視為對本商號具有約束力及屬終局性。

To appoint, certify and confirm to the Bank in the respective Services Applications or any letter of instruction the names of the person(s) (whether or not associated with the Firm), their particulars and the offices respectively held by them, together with specimens of their signatures who are appointed as the authorised users (the “Authorised Users”) of the respective Services subject to the terms and conditions governing such Services and who are authorised to access and/or receive information relating to the Firm or any Account and/or operate any Account (including without limitation to give instructions), and the Bank shall be authorised to act on and accept any instructions given, and transactions entered into by any of the Authorised Users for and in connection with such Service(s), subject to and in accordance with the Bank’s terms and conditions governing such Services, by original written signature, by facsimile transmission,

electronic means or otherwise and the use of access credentials, Personal Identification Numbers (PINs), telephones, computer terminals or other means which the Bank may permit for such Service(s) and all such instructions and transactions shall be deemed to be binding and conclusive on the Firm.

iv. 任命獲授權簽署人 Appointment of Authorised Signatories

向銀行任命、證明及確認獲任命為本商號不時於銀行開立的任何賬戶（不論在本授權書日期之前或之後開立），包括但不限於相關賬戶申請及 / 或服務申請內的相關該等賬戶及 / 或該等服務（受規管該等賬戶或該等服務的條款及細則所限）的人士（「**獲授權簽署人**」）的全名及各獲授權簽署人分別擔任的職位，連同其簽字式樣及簽署限制及條件。

To **appoint, certify and confirm** to the Bank the names of the person(s) of the Firm who are appointed as the authorised signatories (the “**Authorised Signatories**”) of any accounts opened by the Firm with the Bank from time to time (whether opened before or after the date of this mandate) including, without limitation, the relevant Accounts and/or Services in the respective Account Applications and/or Services Applications subject to the terms and conditions governing such accounts or services and the offices respectively held by the **Authorised Signatories**, together with specimens of their signatures and signing limits and conditions.

v. 簽字式樣驗證、獲授權人士變更通知 Verification of Specimen Signatures, Notification of Change in Authorised Persons

向銀行任命、證明及確認附錄所指明的獲授權人士、第 B(iii) 條所提述的獲授權使用者及第 B(iv) 及 (C) 條所提述的獲授權簽署人（統稱「**獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣，以及倘若任何獲授權人士或其各自的簽署條件及 / 或限制在日後有任何更改，該等更改以及任何新的或替代的獲授權人士（「**新獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣；以及銀行特此獲授權兌現由銀行已收到該新獲授權人士獲授權的任何該等證書的任何新獲授權人士簽署的任何文書，猶如該等人士具有與上述授權書中指定的人士（附加於或代替已從附錄中或任何賬戶或服務申請中經核證的獲授權人士名單中刪除的人士）相同效力及作用。

To **appoint, certify and confirm** to the Bank the names of the authorised persons specified in the Appendix hereto, the Authorised Users referred to in Clause B(iii) and the Authorised Signatories referred to in Clauses B(iv) and (C) (collectively, the “**Authorised Persons**”) and the offices respectively held by them, together with specimens of their signatures, and in case of any future change of any of the Authorised Persons or their respective signing conditions and/or limits, the fact of such change and the names of any new or replacement Authorised Person(s) (the “**New Authorised Person(s)**”) and the offices respectively held by them, together with specimens of their signatures; and the Bank be, and hereby is, authorised to honour any instrument signed by any New Authorised Persons in respect of whom it has received any such certificate or certificates with the same force and effect as if said person or persons were named in the foregoing mandate in addition to or in the place of any person or persons who is/are deleted from the list of the Authorised Persons certified in the Appendix hereto or any of the Account or Service Applications.

vi. 電子通訊及簽署 Electronic Communication and Signing

- a. 通過不時通知銀行的電郵地址，以電子郵件方式與銀行通訊及 / 或代表本商號以電子方式簽署及簽立任何與該等賬戶、賬戶申請、該等服務、服務申請、銀行現在或以後向本商號提供或授予的任何銀行或其他信貸安排及 / 或本商號向銀行提供抵押品有關的任何合同、協議、表格、文書、指示或其他文件（「**電子通訊及 / 或簽署**」）。

To communicate with the Bank by electronic mail from electronic mail addresses as may be notified to the Bank from time to time and/or to sign and execute any contracts, agreements, forms, instruments, instructions or other documents on behalf of the Firm electronically (“**Electronic Communication and/or Signing**”), in respect of or in connection with the Accounts, Account Applications, Services, Services Applications, any banking or other credit facilities now or hereafter offered or granted by the Bank to the Firm and/or the granting of security by the Firm to the Bank.

- b. 就電子通訊及 / 或簽署代表本商號向銀行簽署、提供或交付依據或依賴該等電子通訊及 / 或簽署而可能需要的任何協議、表格、信函、授權、指示、擔保、彌償、抵押或其他文件，如該等電子通訊及 / 或簽署均由附錄中指明的獲授權人士簽署並根據本授權書中指明的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示或文件，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本商號清晰及明確的指示或文件為止。

In respect of or in connection with Electronic Communication and/or Signing, to sign, give or deliver to the Bank any agreements, forms, letters, authorisations, instructions, guarantees, indemnities, security or other documents on behalf of the Firm which the Bank may require in order to act upon or rely on such Electronic Communication and Signing, if the same are signed by the authorised persons specified in the **Appendix** hereto and acting according to the signing mandate indicated therein provided always that if the Bank receives any instructions or documents which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions or documents from the Firm.

任命獲授權簽署人 Appointment of Authorised Signatories

C

- i. 根據上述第 B(iv) 條獲任命並根據有關賬戶申請及 / 或服務申請所指明的簽署授權行事的獲授權簽署人特此獲授權代表本商號開具、簽署、背書、接受或發出本商號不時於銀行開立的有關賬戶（不論在本授權書日期之前或之後開立，包括但不限於該等賬戶及 / 或該等服務）相關的所有支票、匯票、付款指令及任何其他票據（即使在銀行允許的情況下，有關賬戶已經或將會透支），即使付款是為了任何董事、僱員、獲授權簽署人或任何簽署人的個人指令的利益而作出，而銀行亦無須查詢有關情況或以任何方式就該等付款承擔任何責任，以及銀行獲授權兌現任何該等支票、匯票、付款指令及任何其他票據，在任何時候接受並

在商號賬戶上記入以或將以本商號名義保存的一個或多個銀行賬戶上存入或欠款的所有款項，以及所有支票、票據、賬單、其他流通票據、指令或收據的金額；及

That the person(s) who is/are appointed as the Authorised Signatories in accordance with and pursuant to Clause B(iv) above and acting according to the signing mandate indicated in the respective Account Applications and/or Services Applications be and are hereby authorised to draw, sign, endorse, accept or make for or on behalf of the Firm all cheques, bills of exchange, orders to pay and any other instruments (even if, where permitted by the Bank the relevant account is or will become overdrawn) in respect of or in connection with the relevant account opened by the Firm with the Bank from time to time (whether opened before or after the date of this mandate) including, without limitation, such Account and/or the Services even though the payment is for the benefit of any sole proprietor, partner, employee, authorised signatory or individual order of any signing person without the Bank having to enquire into the circumstances or being liable in any way in respect of such payment and the Bank be and is authorised to honour any such cheques, bills of exchange, orders to pay and any other instruments, accept and credit to the account of the Firm all monies deposited with or owing by the Bank on any account or accounts at any time or times kept or to be kept in the name of the Firm and the amount of all cheques, notes, bills, other negotiable instruments, orders or receipts; and

- ii. 倘若銀行（包括銀行任何一間分行）從本商號的一個或多個賬戶中扣賬兌現支票、匯票、本票及其他指令，而如該等賬戶沒有足夠的資金以支付付款款項，本商號將承諾償還該等臨時批出的透支，並支付其利息及相關費用，如有。

That if such cheques, bills of exchange, promissory notes and other orders so honoured by the Bank including any one of its branches and so debited against the Firm's account or accounts that will not have sufficient funds to meet the payments, the Firm will undertake to repay such overdrafts so granted temporarily and to pay the interest thereon and the relevant expenses, if any.

契約的簽立 Execution of Deeds

- D 授權本商號獨資經營者（就獨資經營商號）或任何兩個合夥人（就合夥商號）簽署任何描述或表達為契約的文件。
that authority be and is hereby given to execute any document described or expressed as a deed by (for sole proprietorship) the sole proprietor or (for partnership) by any two partners.

賬戶結單及支票 Account statements and cheques

E

- i. 鑒於本商號於銀行開立或持續維持賬戶，本商號特此同意銀行可就本商號現時或以後於銀行持有的每個賬戶核實從銀行收到的每份賬戶結單的正確性。如於每月月底後 7 日內（或如結單並非按月編製及寄發，則須在約定的編製及寄發期屆滿後 7 日內）仍未收到賬戶結單，則本商號須通知銀行並索取賬戶結單副本；以及在收到本應收到賬戶結單後的 90 天內，本商號須以書面形式通知銀行該賬戶的任何指稱遺漏或錯誤扣款或不準確的賬戶記錄，而賬戶結單在上述 90 天結束時，均屬終局性證據而無須任何進一步證據證明。除任何已通知銀行的指稱錯誤外，賬戶結單包含所有應包含的信貸，不包含不應包含的扣賬，而其中所有條目均正確無誤。除上述例外情況，銀行均不承擔與賬戶有關的所有索賠，不論任何條目是否因偽造或欺詐所致；及

That in consideration of the Bank opening or continuing an account with the Firm, the Firm hereby agrees with the Bank in respect of each account with the Firm now or hereafter kept by the Bank to verify the correctness of each statement of account received from the Bank and if a statement of account is not received by the 7th day after the end of each month or, if statements are not to be prepared and despatched monthly, by the 7th day after the end of the term agreed on for its preparation and despatch to notify the Bank and request for a copy thereof; and within 90 days after the time when they should have been received to notify the Bank in writing of any alleged omissions from or debits wrongly made to or inaccurate entries in that account as so stated and that at the end of the said 90 days the statement of account shall be conclusive evidence without any further proof that except as to any alleged errors so notified the statement of account contains all credits that should be contained therein and no debits that should not be contained therein all the entries therein are correct and subject to the above exception the Bank shall be free from all claims in respect of the account whether or not any of the entries was the result of forgery or fraud; and

- ii. 本商號於銀行任何一間分行開出的任何支票，可由其總行或其他分行不時按其絕對酌情權於總行或其他分行的櫃檯出示後支付，或由總行或其他分行以其他方式兌現，惟銀行總行或其他分行可隨時拒絕或終止兌現在銀行任何分行開出的任何支票而不作另行通知。銀行總行或其他分行就該支票支付的任何款項將在其範圍內完全解除銀行的責任，並將從本商號在開出支票的銀行分行的賬戶中扣除。

That any cheque to be drawn by the Firm on any of the Bank's Branches may, at the absolute discretion of its Head Office or other Branches from time to time, be paid at the counter of its Head Office or other Branches upon presentation, or otherwise honoured by its Head Office or other Branches provided it is clearly understood that the Bank's Head Office or other Branches may refuse or discontinue at any time without notice to so honour any cheque drawn on any of the Bank's Branches. Any payment by the Bank's Head Office or other Branches on such cheque will be full discharge to the Bank to the extent thereof and will be a debit against the Firm's account or accounts with such Branch of the Bank on which the cheque is drawn.

授權書的核證及通訊 Certification and communication of mandate

F

- i. 將本授權書通知銀行並維持持續有效，直至本商號獨資經營者（就獨資經營商號）或任何兩個合夥人（就合夥商號）向銀行發出書面通知為止且銀行實際收到該書面通知為止，而銀行將就其繼續按照本授權書行事而蒙受的任何損失或承擔的任何責任應予以彌償並使其免受損害；

That this mandate be communicated to the Bank and remain in force until notice in writing be given to the Bank by (for sole proprietorship) the sole proprietor or (for partnership) by any two partners notwithstanding any change in the membership of the Firm by death, bankruptcy, retirement or admission of new partner or otherwise and that until such notice in writing is actually received, the Bank shall be indemnified and kept harmless from any loss suffered or liability incurred by it in continuing to act in pursuance of this mandate;

- ii. 通過本授權書及將本授權書通知銀行，即表示本商號確認、同意並向銀行承諾本商號同意受限於及完全遵守任何規管該等賬戶、該等服務及 / 或本商號與銀行關係的任何條款及細則，該等條款及細則可由銀行不時修訂；及
By passing this mandate and communicating this mandate to the Bank, the Firm acknowledges, agrees, and undertakes to the Bank that the Firm agrees to be bound by and comply fully and at all times with any terms and conditions governing the Accounts, the Services, and/or the Firm's relationship with the Bank, as may be amended by the Bank from time to time; and
- iii. 如本授權書的英文版本與中文版本有任何抵觸、差異或不一致之處，概以英文版本為準。
In the event of a conflict or discrepancy or inconsistency between the English version and Chinese version of these presents, the English version shall prevail over the Chinese version.

日期：_____ 年 _____ 月 _____ 日

Date this _____ day of _____.

簽署（獨資經營者／合夥人） Signature (Sole Proprietor/Partner)	簽署（合夥人） Signature (Partner)
全名 Name _____ 香港身份證 / 護照/ 其他身份證明文件 號碼 HKID / Passport / Other identity document number _____	全名 Name _____ 香港身份證 / 護照/ 其他身份證明文件 號碼 HKID / Passport / Other identity document number _____

注：所有更改及刪除必須由獨資經營者（就獨資經營商號）或任何兩個合夥人（就合夥商號）確認，並附有完整簽署。
Note: All alterations and deletions must be confirmed by (for sole proprietorship) the sole proprietor or (for partnership) by any two partners with full signatures.

授權書附錄 APPENDIX TO MANDATE

以下任何_____位人士獲授權為商號或代表商號受限於及根據本名單所附授權書開立及關閉賬戶、申請賬戶及銀行服務、借款及設立抵押品以及任命及核證獲授權使用者和人士。

Any _____ of the following persons are authorised to open and close accounts, apply for account and banking services, borrow and create security and appoint and certify authorised users and persons for or on behalf of the Firm subject to and in accordance with the mandate to which this list is attached.

簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number

公司印章 (如適用) Company Chop (If applicable)

日期 Dated

(日 / 月 / 年) (DD/MM/YY)

簽署 (獨資經營者 / 合夥人)
Signature (Sole Proprietor/ Partner)
 全名 Name _____
 香港身份證 / 護照 / 其他身份證明文件號碼 _____
 HKID / Passport / Other identity document number

簽署 (合夥人)
Signature (Partner)
 全名 Name _____
 香港身份證 / 護照 / 其他身份證明文件號碼 _____
 HKID / Passport / Other identity document number

-----[如適用 If Applicable]-----

5. 決議證明書（適用於社團，協會或會所） CERTIFICATE OF RESOLUTIONS (FOR SOCIETY/ASSOCIATION/CLUB)

版本日期 Version Date: 01 Jun 2024

機構名稱 Name of Organization: _____

本人 / 吾等特此證明，以下決議案是記錄在機構會議記錄簿中真實和正確的摘錄，該等決議案已由 _____
（「**管理團體**」）根據機構的組織章程以必要的法定人數在 _____ 年 _____ 月 _____ 日在機構註冊地址舉行並妥為通過：
I/We hereby certify that the following is the true and correct extract of the resolutions as entered into the minute book of the
Organization duly passed by _____ (the “Governing Body”) with necessary quorum in accordance
with the Rules of Association of the Organization held at the registered address of the Organization on the _____ day of
_____ :

任命銀行 Appointment of banker

A 已決議以下選定實體：

RESOLVED that the following selected entity(ies):

華僑銀行（香港）有限公司 OCBC Bank (Hong Kong) Limited	
新加坡華僑銀行香港分行 Oversea-Chinese Banking Corporation Limited, Hong Kong Branch	

* 請選擇其中之一或兩者兼有之
* Please select one or both

以及其各自的分行、代表及 / 或代理人及其繼承人及受讓人（「**銀行**」）特此獲任命為本機構的銀行。
as well as its/their respective branches, representatives and/or agents and its/their successors and assigns (the “Bank”) be and is/are
hereby appointed banker of the Organization.

任命獲授權人士 Appointment of authorised persons

B 已決議本決議證明書附錄中指定的獲授權人士按照其中所示的簽署授權（有關獲授權人士及簽署條件，請參閱附錄）特此獲授權代表本機構：

RESOLVED that the authorised persons specified in the Appendix hereto and acting according to the signing mandate indicated therein
be and are hereby authorised on behalf of the Organization (please refer to the Appendix hereto for the authorised persons and signing
conditions):

i. 開立及關閉賬戶 Open and Close Accounts

根據銀行不時修訂規管該等賬戶的條款及細則，於現在或以後任何時間代表本機構批准及於銀行開立任何數量的賬戶（「**該等賬戶**」）（「**賬戶申請**」），並簽署與此有關或附帶的任何及所有文件，包括其任何修訂，以及發出關閉任何賬戶的指示：

To approve and open with the Bank any number of accounts (the “Accounts”), now or at any time hereafter (the “Account Applications”) for and on behalf of the Organization subject to and in accordance with the terms and conditions governing such accounts, as amended from time to time by the Bank, and to execute any and all documents in connection therewith or incidental thereto, including any amendment thereto and to give instructions to close any Accounts;

ii. 申請賬戶及銀行服務 Apply for Account and Banking Services

a. 就本機構不時於銀行開立的任何賬戶（不論在本決議案日期前或之後開立，包括但不限於該等賬戶）申請任何服務（「**該等服務**」）及提供相關指示。

To apply for any service (the “Services”) in respect of or in connection with any account opened by the Organization with the Bank from time to time (whether opened before or after the date of this resolution and including, without limitation, the Accounts) and provide related instructions.

為免生疑問，該等服務應包括但不限於：

For the avoidance of doubt, the Services shall include without limitation:

- 託管服務 custodial services
- 電子服務 electronic services
- 現金管理服務 cash management services
- 匯款及支付服務 remittance and payment services
- 貿易相關服務 trade related services
- 一般賬戶操作 general account operations
- 虛擬賬戶服務 virtual account services

- 保險箱 safe deposit boxes
- 證券交易 dealing of securities
- 投資交易結算 investment transaction settlement
- 「轉數快」商戶服務 FPS merchant services
- 任何其他服務或交易 any other services or transactions

以及在各種情況下，包括但不限於電子銀行渠道及 / 或平臺、電子提示服務、電子結單、電子通知書、SWIFT 服務、與快速回覆代碼功能相關的服務、稅務合規（包括但不限於與稅務狀況及自我證明相關）以及允許持有人（無論是否與本機構相關）獲取及 / 或接收與本機構或任何該等賬戶相關的資訊及 / 或操作任何該等賬戶（包括但不限於發出指示）的存取憑證。

and in each case include without limitation, electronic banking channels and/or platforms, e-alert services, e-statements, e-advice, SWIFT services, services relating to quick response code functionalities, tax compliance (including without limitation in relation to tax status and self-certification), and access credentials that allow the holder (whether or not associated with the Organization) to access and/or receive information in relation to the Organization or any Accounts and/or operate any Accounts (including without limitation to give instructions).

- b. 授權銀行執行並接受其為本機構妥為簽署的任何申請（「服務申請」）（受限於並根據該申請所載的銀行條款及細則）及銀行就交易或提供該等服務要求有關或附帶的所有其他文件（包括但不限於以正本書面簽署以外的任何方式操作賬戶，例如通過傳真傳輸、電子方式或其他方式，以及使用個人識別碼、電話、電腦終端或其他方式），並就此代表本機構向銀行交付形式及內容均為銀行所接受的擔保或彌償或任何其他抵押（包括但不限於任何形式的存款及取款、存款備忘錄及信託書、與任何證券或財產或與之相關的擁有權文件的抵押及 / 或質押，以擔保該等墊款以及任何義務、承諾、指示、彌償和反彌償，以及銀行可能要求本機構提供的任何其他文件），如該等文件是由**附錄中指定的獲授權人士**簽署並按照其中所示的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本機構清晰及明確的指示為止。

To authorise the Bank to act on and accept as duly signed for the Organization any application (“**Services Application**”) (subject to and in accordance with the Bank’s terms and conditions set out in such application) and all other documents requested by the Bank in connection with or incidental to the transaction or provision of such services (including without limitation the operation of accounts in any manner other than by original written signature, such as by facsimile transmission, electronic means or otherwise and the use of Personal Identification Numbers (PINs), telephones, computer terminals or other means) and in this connection to deliver to the Bank, on behalf of the Organization, guarantees or indemnities or any other security in form and substance acceptable to the Bank (including without limitation any forms of deposit and withdrawal, Memoranda of Deposit and Letters of Trust, Hypothecation and or Pledge relating to any securities or property or documents of title relating thereto secure such advances and any obligations, undertakings, instructions, indemnities and counter-indemnities, and any other documents which may be required by the Bank from the Organization), if the same are signed by **the authorised persons specified in the Appendix** hereto and acting according to the signing mandate indicated therein provided always that, if the Bank receives any instructions which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions from the Organization.

- c. 為遵守銀行在香港境內或境外的任何政府、監管機構、稅務機關所頒布或採納的任何法律、法規、規則、指令等或與其簽訂的協定下的任何適用責任（包括但不限於香港《稅務條例》下有關自動交換財務賬戶資料的責任及美國《美國外國賬戶稅務合規法》規定的責任），(i) 代表本機構填寫及簽署本機構任何本機構的賬戶的所有及任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本機構的任何自我證明）；及 (ii) 不時代表本機構向銀行提供、提交及交付與本機構、本機構帳戶或其任何開戶表格及任何其他附帶或與之相關的文件（包括但不限於本機構的任何新的自我證明）有關的其他資料、證明、聲明、通知、表格、同意書及其他文件。

To: (i) properly complete by filling in and sign on behalf of the Organization all and any account opening form(s) and any other documents incidental or relating thereto (including but not limited to any self-certification by the Organization) for any of the Organization’s account(s); and (ii) provide, submit and deliver further information, certification, declaration, notices, forms, consent and other documents in relation to the Organization, the Organization’s account(s), or any of its account opening form(s) and any other documents incidental or relating thereto (including without limitation any new self-certification by the Organization) from time to time on behalf of the Organization to the Bank, for the purpose of the Bank’s compliance with any applicable obligations under any laws, regulations, rules, directives or the like issued or adopted by, or agreements with, any governments, regulators, tax authorities, whether inside or outside Hong Kong, (including without limitation the obligations under the Inland Revenue Ordinance of Hong Kong concerning the automatic exchange of financial account information and under the Foreign Account Tax Compliance Act of the United States of America).

iii. 任命有關服務的獲授權使用者 Appointment of Authorised Users of the Respective Services

在有關服務申請或任何指示函中，向銀行**任命、證明及確認**為有關服務（受規管該等服務的條款及細則所限）的獲授權使用者（「**獲授權使用者**」）以及其為獲授權查閱及 / 或接收有關本機構或任何賬戶的資料及 / 或操作任何賬戶（包括但不限於發出指示）的人士（不論是否與本機構有關聯）的全名、其資料及其分別擔任的職位，連同該等人士的簽字式樣，而銀行獲授權以正本書面簽署、傳真傳輸、電子方式或其他方式，以及使用存取憑證、個人識別碼、電話、電腦終端或就進行該等服務銀行可能允許的其他方式，在受限於並根據規管該等服務的條款及細則的前提下，接受及就任何**獲授權使用者**就該等服務或與之相關的服務發出的任何指示及進行的交易行事，而所有該等指示及交易均應被視為對本機構具有約束力及屬終局性。

To **appoint, certify and confirm** to the Bank in the respective Services Applications or any letter of instruction the names of the person(s) (whether or not associated with the Organization), their particulars and the offices respectively held by them, together with specimens of their signatures who are appointed as the authorised users (the “**Authorised Users**”) of the respective Services subject to the terms and

conditions governing such Services and who are authorised to access and/or receive information relating to the Organization or any Account and/or operate any Account (including without limitation to give instructions), and the Bank shall be authorised to act on and accept any instructions given, and transactions entered into by any of the **Authorised Users** for and in connection with such Service(s), subject to and in accordance with the Bank's terms and conditions governing such Services, by original written signature, by facsimile transmission, electronic means or otherwise and the use of access credentials, Personal Identification Numbers (PINs), telephones, computer terminals or other means which the Bank may permit for such Service(s) and all such instructions and transactions shall be deemed to be binding and conclusive on the Organization.

iv. 任命獲授權簽署人 Appointment of Authorised Signatories

向銀行任命、證明及確認獲任命為本機構不時於銀行開立的任何賬戶（不論在本決議日期之前或之後開立），包括但不限於相關帳戶申請及 / 或服務申請內的相關該等賬戶及 / 或該等服務（受規管該等賬戶或該等服務的條款及細則所限）的人士（「**獲授權簽署人**」）的全名及各獲授權簽署人分別擔任的職位，連同其簽字式樣及簽署限制及條件。

To appoint, certify and confirm to the Bank the names of the person(s) of the Organization who are appointed as the authorised signatories (the "**Authorised Signatories**") of any accounts opened by the Organization with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, the relevant Accounts and/or Services in the respective Account Applications and/or Services Applications subject to the terms and conditions governing such accounts or services and the offices respectively held by the **Authorised Signatories**, together with specimens of their signatures and signing limits and conditions.

v. 簽字式樣驗證、獲授權人士變更通知 Verification of Specimen Signatures, Notification of Change in Authorised Persons

向銀行任命、證明及確認附錄所指明的獲授權人士、第 B(iii) 條所提述的獲授權使用者及第 B(iv) 及 (C) 條所提述的獲授權簽署人（統稱「**獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣，以及倘若任何獲授權人士或其各自的簽署條件及 / 或限制在日後有任何更改，該等更改以及任何新的或替代的獲授權人士（「**新獲授權人士**」）的全名及其分別擔任的職位，連同其簽字式樣；以及銀行特此獲授權兌現由銀行已收到該新獲授權人士獲授權的任何該等證書的任何新獲授權人士簽署的任何文書，猶如該等人士具有與上述決議案中指定的人士（附加於或代替已從附錄中或任何賬戶或服務申請中經核證的獲授權人士名單中刪除的人士）相同效力及作用。

To appoint, certify and confirm to the Bank the names of the authorised persons specified in the Appendix hereto, the Authorised Users referred to in Clause B(iii) and the Authorised Signatories referred to in Clauses B(iv) and (C) (collectively, the "**Authorised Persons**") and the offices respectively held by them, together with specimens of their signatures, and in case of any future change of any of the Authorised Persons or their respective signing conditions and/or limits, the fact of such change and the names of any new or replacement Authorised Person(s) (the "**New Authorised Person(s)**") and the offices respectively held by them, together with specimens of their signatures; and the Bank be, and hereby is, authorised to honour any instrument signed by any New Authorised Persons in respect of whom it has received any such certificate or certificates with the same force and effect as if said person or persons were named in the foregoing resolution in addition to or in the place of any person or persons who is/are deleted from the list of the Authorised Persons certified in the Appendix hereto or any of the Account or Service Applications.

vi. 電子通訊及簽署 Electronic Communication and Signing

- a. 通過不時通知銀行的電郵地址，以電子郵件方式與銀行通訊及 / 或代表本機構以電子方式簽署及簽立任何與該等賬戶、賬戶申請、該等服務、服務申請、銀行現在或以後向本機構提供或授予的任何銀行或其他信貸安排及 / 或本機構向銀行提供抵押品有關的任何合同、協議、表格、文書、指示或其他文件（「**電子通訊及 / 或簽署**」）。

To communicate with the Bank by electronic mail from electronic mail addresses as may be notified to the Bank from time to time and/or to sign and execute any contracts, agreements, forms, instruments, instructions or other documents on behalf of the Organization electronically ("**Electronic Communication and/or Signing**"), in respect of or in connection with the Accounts, Account Applications, Services, Services Applications, any banking or other credit facilities now or hereafter offered or granted by the Bank to the Organization and/or the granting of security by the Organization to the Bank.

- b. 就電子通訊及 / 或簽署代表本機構向銀行簽署、提供或交付依據或依賴該等電子通訊及 / 或簽署而可能需要的任何協議、表格、信函、授權、指示、擔保、彌償、抵押或其他文件，如該等電子通訊及 / 或簽署均由附錄中指定的獲授權人士簽署並根據本決議證明書中指定的簽署授權行事，但前提是若銀行收到任何在銀行看來模稜兩可或相互衝突的指示或文件，銀行可選擇不採取行動（即使會導致任何損失，銀行將不以任何方式承擔任何責任），直到銀行收到本機構清晰及明確的指示或文件為止。

In respect of or in connection with Electronic Communication and/or Signing, to sign, give or deliver to the Bank any agreements, forms, letters, authorisations, instructions, guarantees, indemnities, security or other documents on behalf of the Organization which the Bank may require in order to act upon or rely on such Electronic Communication and Signing, if the same are signed by the authorised persons specified in the **Appendix** hereto and acting according to the signing mandate indicated therein provided always that if the Bank receives any instructions or documents which appear to the Bank to be ambiguous or conflicting, the Bank may choose not to act upon them (even if it would result in any loss, without the Bank being liable in any way) until the Bank receives clear and definitive instructions or documents from the Organization.

任命獲授權簽署人 Appointment of Authorised Signatories

- C 已決議
RESOLVED,

- i. 根據上述第 B(iv) 條獲任命並根據有關賬戶申請及 / 或服務申請所指明的簽署授權行事的獲授權簽署人特此獲授權代表本機構開具、簽署、背書、接受或發出本機構不時於銀行開立的有關賬戶（不論在本決議日期之前或之後開立，包括但不限於該等賬戶及 / 或該等服務）相關的所有支票、匯票、付款指令及任何其他票據（即使在銀行允許的情況下，有關賬戶已經或將會透支），即使付款是為了任何董事、僱員、獲授權簽署人或任何簽署人的個人指令的利益而作出，而銀行亦無須查詢有關情況或以任何方式就該等付款承擔任何責任，以及銀行獲授權兌現任何該等支票、匯票、付款指令及任何其他票據，在任何時候接受並在機構賬戶上記入以或將以本機構名義保存的一個或多個銀行賬戶上存入或欠款的所有款項，以及所有支票、票據、賬單、其他流通票據、指令或收據的金額；及
- That the person(s) who is/are appointed as the Authorised Signatories in accordance with and pursuant to Clause B(iv) above and acting according to the signing mandate indicated in the respective Account Applications and/or Services Applications be and are hereby authorised to draw, sign, endorse, accept or make for or on behalf of the Organization all cheques, bills of exchange, orders to pay and any other instruments (even if, where permitted by the Bank the relevant account is or will become overdrawn) in respect of or in connection with the relevant account opened by the Organization with the Bank from time to time (whether opened before or after the date of this resolution) including, without limitation, such Account and/or the Services even though the payment is for the benefit of any officer, employee, authorised signatory or individual order of any signing person without the Bank having to enquire into the circumstances or being liable in any way in respect of such payment and the Bank be and is authorised to honour any such cheques, bills of exchange, orders to pay and any other instruments, accept and credit to the account of the Organization all monies deposited with or owing by the Bank on any account or accounts at any time or times kept or to be kept in the name of the Organization and the amount of all cheques, notes, bills, other negotiable instruments, orders or receipts; and
- ii. 倘若銀行（包括銀行任何一間分行）從本機構的一個或多個賬戶中扣賬兌現支票、匯票、本票及其他指令，而如該等賬戶沒有足夠的資金以支付付款款項，本機構將承諾償還該等臨時批出的透支，並支付其利息及相關費用，如有。
- That if such cheques, bills of exchange, promissory notes and other orders so honoured by the Bank including any one of its branches and so debited against the Organization's account or accounts that will not have sufficient funds to meet the payments, the Organization will undertake to repay such overdrafts so granted temporarily and to pay the interest thereon and the relevant expenses, if any.

契約的簽立 Execution of Deeds

- D 已決議授權本機構主席及秘書簽署任何描述或表達為契約的文件。
- RESOLVED** that authority be and is hereby given to execute any document described or expressed as a deed by the Chairperson and the Secretary of the Organization.

賬戶結單及支票 Account statements and cheques

E 已決議 **RESOLVED**,

- i. 鑒於本機構於銀行開立或持續維持賬戶，本機構特此同意銀行可就本機構現時或以後於銀行持有的每個賬戶核實從銀行收到的每份賬戶結單的正確性。如於每月月底後 7 日內（或如結單並非按月編製及寄發，則須在約定的編製及寄發期屆滿後 7 日內）仍未收到賬戶結單，則本機構須通知銀行並索取賬戶結單副本；以及在收到本應收到賬戶結單後的 90 天內，本機構須以書面形式通知銀行該賬戶的任何指稱遺漏或錯誤扣款或不準確的賬戶記錄，而賬戶結單在上述 90 天結束時，均屬終局性證據而無須任何進一步證據證明。除任何已通知銀行的指稱錯誤外，賬戶結單包含所有應包含的信貸，不包含不應包含的扣賬，而其中所有條目均正確無誤。除上述例外情況，銀行均不承擔與賬戶有關的所有索賠，不論任何條目是否因偽造或欺詐所致；及
- That in consideration of the Bank opening or continuing an account with the Organization, the Organization hereby agrees with the Bank in respect of each account with the Organization now or hereafter kept by the Bank to verify the correctness of each statement of account received from the Bank and if a statement of account is not received by the 7th day after the end of each month or, if statements are not to be prepared and despatched monthly, by the 7th day after the end of the term agreed on for its preparation and despatch to notify the Bank and request for a copy thereof; and within 90 days after the time when they should have been received to notify the Bank in writing of any alleged omissions from or debits wrongly made to or inaccurate entries in that account as so stated and that at the end of the said 90 days the statement of account shall be conclusive evidence without any further proof that except as to any alleged errors so notified the statement of account contains all credits that should be contained therein and no debits that should not be contained therein all the entries therein are correct and subject to the above exception the Bank shall be free from all claims in respect of the account whether or not any of the entries was the result of forgery or fraud; and
- ii. 本機構於銀行任何一間分行開出的任何支票，可由其總行或其他分行不時按其絕對酌情權於總行或其他分行的櫃檯出示後支付，或由總行或其他分行以其他方式兌現，惟銀行總行或其他分行可隨時拒絕或終止兌現在銀行任何分行開出的任何支票而不作另行通知。銀行總行或其他分行就該支票支付的任何款項將在其範圍內完全解除銀行的責任，並將從本機構在開出支票的銀行分行的賬戶中扣除。
- That any cheque to be drawn by the Organization on any of the Bank's Branches may, at the absolute discretion of its Head Office or other Branches from time to time, be paid at the counter of its Head Office or other Branches upon presentation, or otherwise honoured by its Head Office or other Branches provided it is clearly understood that the Bank's Head Office or other Branches may refuse or discontinue at any time without notice to so honour any cheque drawn on any of the Bank's Branches. Any payment by the Bank's Head Office or other Branches on such cheque will be full discharge to the Bank to the extent thereof and will be a debit against the Organization's account or accounts with such Branch of the Bank on which the cheque is drawn.

決議的核證及通訊 Certification and communication of resolutions
F 已決議 RESOLVED,

- i. 如管理團體決議案的任何副本聲稱由通過該決議案的會議主席及本機構秘書核證為正確，則該經核證已通過的決議在本機構與銀行之間屬終局性證據；
That a copy of any resolution of the Governing Body if purporting to be certified as correct by the chairperson of the meeting at which such resolution was passed and the secretary of the Organization shall, as between the Organization and the Bank, be conclusive evidence of the passing of the resolution so certified;
- ii. 將本決議案通知銀行並維持持續有效，直至本機構主席及秘書向銀行發出書面通知為並且銀行實際收到該書面通知為止，而銀行將就其繼續按照本決議案行事而蒙受的任何損失或承擔的任何責任應予以彌償並使其免受損害；
That this resolution be communicated to the Bank and remain in force until notice in writing be given to the Bank by the Chairperson and the Secretary of the Organization and that until such notice in writing is actually received, the Bank shall be indemnified and kept harmless from any loss suffered or liability incurred by it in continuing to act in pursuance of this resolution;
- iii. 通過本決議案及將本決議案通知銀行，即表示本機構確認、同意並向銀行承諾本機構同意受限於及完全遵守任何規管該等賬戶、該等服務及 / 或本機構與銀行關係的任何條款及細則，該等條款及細則可由銀行不時修訂；及
By passing this resolution and communicating this resolution to the Bank, the Organization acknowledges, agrees, and undertakes to the Bank that the Organization agrees to be bound by and comply fully and at all times with any terms and conditions governing the Accounts, the Services, and/or the Organization's relationship with the Bank, as may be amended by the Bank from time to time; and
- iv. 如本決議證明書的英文版本與中文版本有任何抵觸、差異或不一致之處，概以英文版本為準。
In the event of a conflict or discrepancy or inconsistency between the English version and Chinese version of these presents, the English version shall prevail over the Chinese version.

日期：_____ 年 _____ 月 _____ 日

Date this _____ day of _____.

簽署（會議主席） Signature (Chairman of the meeting)	簽署（公司秘書 / 董事） Signature (Company Secretary / Director)
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全名 Name

全名 Name

香港身份證 / 護照/
其他身份證明文件
號碼 HKID /
Passport / Other
identity document
number

香港身份證 / 護照/
其他身份證明文件
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Passport / Other
identity document
number

注：所有更改及刪除必須由主席及秘書確認(如有)，並附有完整簽署。
Note: All alterations and deletions must be confirmed by the Chairperson and the Secretary (if applicable) with full signatures.

決議案附錄 APPENDIX TO RESOLUTIONS

以下任何 _____ 位人士獲授權為本機構或代表本機構受限於及根據本名單所附決議案開立及關閉賬戶、申請賬戶及銀行服務、借款及設立抵押品以及任命及核證獲授權使用者和人士。

Any _____ of the following persons are authorised to open and close accounts, apply for account and banking services, borrow and create security and appoint and certify authorised users and persons for or on behalf of the Organization subject to and in accordance with the resolutions to which this list is attached.

簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number
簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number	簽署 (獲授權人士) Signature (Authorised Persons) 全名 Name _____ 香港身份證 / 護照 / 其他身份證明文件號碼 _____ HKID / Passport / Other identity document number

日期 Dated

公司印章 (如適用) Company Chop (If applicable)

(日 / 月 / 年) (DD/MM/YY)

簽署 (會議主席)
Signature (Chairperson of the meeting)

全名 Name _____

香港身份證 / 護照 / 其他身份證明文件號碼 _____
HKID / Passport / Other identity document number

簽署 (秘書)
Signature (Secretary)

全名 Name _____

香港身份證 / 護照 / 其他身份證明文件號碼 _____
HKID / Passport / Other identity document number

[補充頁 Supplementary Sheet]

額外有關人士（個人）之資料 DETAILS OF ADDITIONAL RELEVANT PERSONS (INDIVIDUALS)

	1		2		3	
有關人士種類 Type of Relevant Person	☐ 獨資經營者 Sole Proprietor	(L)	☐ 獨資經營者 Sole Proprietor	(L)	☐ 獨資經營者 Sole Proprietor	(L)
	☐ 董事 Director	(D)	☐ 董事 Director	(D)	☐ 董事 Director	(D)
	☐ 實益擁有人* Beneficial Owner* %	(O/H)	☐ 實益擁有人* Beneficial Owner* %	(O/H)	☐ 實益擁有人* Beneficial Owner* %	(O/H)
	☐ 合夥人 Partner ____ %	(A)	☐ 合夥人 Partner ____ %	(A)	☐ 合夥人 Partner ____ %	(A)
	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)	☐ 獲授權人及獲授權簽署人 Authorised Person & Authorised Signatory	(U;APS)
	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)	☐ 僅獲授權簽署人 Authorised Signatory Only	(U;ASO)
	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)	☐ 獲授權使用者 (Velocity 批核者) Authorised User (Velocity Authoriser)	(U; V-APP)
	其他 Others _____		其他 Others _____		其他 Others _____	
稱謂 Salutation	☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms		☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms		☐ 先生 Mr ☐ 小姐 Miss ☐ 太太 Mrs ☐ 女士 Ms	
全名（英文）Full Name (in English)						
全名（中文）Full Name (in Chinese)						
身份證明文件類別 ID Document Type						
身份證明文件簽發國家 ID Issuing Country						
身份證明文件號碼 ID No.						
國籍 Nationality(ies)						
出生日期（日 / 月 / 年） Date of Birth (dd/mm/yyyy)						
職業（選填）Occupation (optional)						
行業（選填）Employment Industry (optional)						
電話號碼 [#] Telephone No. [#]						
電郵地址 [#] Email Address [#]						
居住地址 / 郵寄地址 Residential Address/Mailing Address						
驗證 Verification (僅供銀行使用) (For Bank Use Only)	☐ 已驗證 Verified ☐ 未驗證 Unverified		☐ 已驗證 Verified ☐ 未驗證 Unverified		☐ 已驗證 Verified ☐ 未驗證 Unverified	

-----[補充頁 Supplementary Sheet]-----

額外法人團體董事 / 法人團體股東 (如適用) ADDITIONAL CORPORATE DIRECTORS/CORPORATE SHAREHOLDERS (IF APPLICABLE)

本人 / 吾等謹此聲明及確認，以下公司是法人團體董事 / 法人團體股東並擁有該法團已發行股本的多於 25%:

I/We hereby declare and confirm that the following company(ies) are the corporate director(s) or corporate shareholder(s) with more than 25% of the issued share capital of the Company:

	1	2	3
身份 Capacity	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)	☐ 董事 Director ☐ 擁有 _____% (股權 / 投票權) 的股東 Shareholder of _____% (Shares/Voting Rights)
公司名稱 Company Name			
公司類別 Company Type			
註冊號碼 Registration Number	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate	☐ Certificate of Incorporation ☐ Business Registration Certificate ☐ Other Registration Certificate
註冊地 Place of Incorporation			
登記地 Place of Registration			
註冊 / 成立日期 Date of Incorporation/Establishment			
業務 / 行業性質 Nature of Business/Industry			
總部地點 Location of Headquarters			
業務地點 Location of Business			
註冊地址 Registered Address			
營業地址 Business Address			
電話號碼 Telephone No.			
驗證 Verification (僅供銀行使用) (For Bank Use Only)	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified	☐ 已驗證 Verified ☐ 未驗證 Unverified