

New Account Signature / Signature Amendment Form Filling Guide
新戶印鑑 / 更改印鑑申請表填寫指南



新戶印鑑 / 更改印鑑申請表
New Account Signature / Signature Amendment Form

致：恒生銀行有限公司
 To: Hang Seng Bank Limited
 請用正楷填寫，在適當方格內加上“/”。 Please complete in BLOCK LETTERS and “/” where appropriate.

| | |
|---|--|
| 日期(日/月/年) Date(DD/MM/YY) | |
| 戶口號碼 Account No. | |
| 甲部 Part A – 戶口資料 Account Information | |
| <input type="checkbox"/> 開戶印鑑 Account Opening <input type="checkbox"/> 更改印鑑* Signature Amendment* | |
| * 如新增為授權簽署人，私人戶口需另填 OSCO8；非私人戶口則需另填 OSCO9。 * For adding new authorized signer(s), please also complete OSCO8 for personal A/C and OSCO9 for non-personal A/C. | |
| 店章/私章/簽字(戶主(等)/授權簽署)式樣 Specimen Chop / Seal / Signature(s) (Account Holder(s) / Authorised Signatory(ies)) | |
| (A) 簽署人姓名及身份證明文件號碼 Name & ID Document No. of Signatory: _____ | |
| (B) 簽署人姓名及身份證明文件號碼 Name & ID Document No. of Signatory: _____ | |
| (C) 簽署人姓名及身份證明文件號碼 Name & ID Document No. of Signatory: _____ | |
| 英文戶名 Account Name in English | |
| 中文戶名 Account Name in Chinese | |
| 參照戶口(適用於存款戶口) Referral A/C (Applicable to deposit A/C) | |
| 開戶日期(日/月/年)(適用於存款戶口) Date of A/C Opening(DD/MM/YY)(Applicable to deposit A/C) | |
| 交收戶口號碼(適用於證券戶口) Settlement Account No. (Applicable to securities A/C) | |
| 此證券戶口之印鑑安排及簽署式樣與上述交收戶口相同?(適用於證券戶口) Is the signing arrangement and specimen for the securities account same as the settlement account? (Applicable to securities A/C) | |
| <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否, 請參照下右面方格 No, please refer to the right box | |
| 印鑑使用說明 Signing Arrangement | |
| 簽署共 _____ 式憑 _____ 式簽字 _____ Any _____ of the _____ signature(s) | |
| 其他印鑑使用說明, 如適用(例如指定簽署人組合 A+B+C) Other Signing Arrangement, if applicable (e.g. designated Signer combination A+B+C) | |
| <input type="checkbox"/> 並加蓋店章/私章生效 Together with chop/seal(s) shall be valid | |
| 更改印鑑之生效日期(日/月/年) Effective Date of Signature Amendment (DD/MM/YY) | |

Please fill application date
 請填寫申請日期

Please fill account number
 請填寫戶口號碼

Please fill authorized signor's name and identification number (e.g. HKID, passport)
 請填寫授權簽署人姓名及身份證明文件號碼(例如: 香港身份證、護照)

Please provide specimen signature or company chop in the box
 請在方框內提供簽名樣本或公司印章

Item (B) and (C) filling guide same as item (A)
 項目(B)及(C)的填寫指引與項目(A)相同。

Choose this field
 請選擇此欄

Please fill company name same as bank record
 請填寫公司名稱(須與銀行記錄相符)

No need fill this part
 無需填寫此部分

Please fill the signing arrangement (It is not applicable to the application to update the company chop or specimen signature)
 請填寫簽署安排(如申請更新公司印章或簽名樣本, 則不適用)

Effective Date will be provided when the application is completed. No need to fill in this part
 生效日期將於申請完成後提供, 無需填寫此部分

Note:
The signature specimen and company seal must be provided in separate boxes.
請注意:
簽名樣本和公司印章必須填於獨立方框內

乙部 Part B – 更改印鑑聲明 Declaration of Specimen Signature Amendment

- 私人/聯名 Sole / Joint names**
本人(等)確認以上簽署於「生效日期」起代替以往所有適用於該戶口運作之授權。The undersigned confirm(s) that the above specimen / signatures(s) supersede(s) the existing specimen(s) in respect of the operation of the account(s) specified above as from the Effective Date.
- 全東商號/合夥 Sole Proprietorship / Partnership**
本人(等)謹確認本表格以上所列之人士於「生效日期」起可運用及結清上述戶口。The undersigned confirm(s) that the account specified above will be operated and may be closed by the signature(s) / authorised signatory(ies) *together with chop/seal(s) above with effect from the "Effective Date".
- 有限公司或社團戶口 Limited Company / Society / Association**
本人(等)謹證明*公司唯一董事/公司董事會/機構委員會已議決本表格以上所列之人士於「生效日期」起可運用及結清上述戶口。The undersigned confirm(s) that the *Company's sole director / Board of Director(s) / Governing Body resolved that the account specified above will be operated and may be closed by the authorised signatory(ies) *together with chop / seal(s) above with effect from the "Effective Date".

戶口持有人(等) / 東主 / 合夥人 / 唯一董事 / 會議主席(必須為董事) / 管理團體成員簽署*
Signature(s) of Account Holder(s) / Sole Proprietor / Partner(s) / Sole Director / Chairman of the Meeting(must be a director) / Member(s) of Governing Body



X 請用留存本行之印鑑簽署 Please use the signature(s) / chop(s) filed with the Bank

Note: 全東商號之客戶由全東簽署；合夥經營者由所有合夥人簽署；法團或非法團性質之團體或組織，則此表格必須由根據組織大綱或公司組織文件組成通過上述有關議決之唯一董事或構成是次會議法定出席人數之每名董事(包括會議主席)或(視屬何情況而定)管理團體成員簽署。This Application Form should be signed by the Sole Proprietor if the Customer is a sole-proprietorship, all partners if a partnership, or the Sole Director or each of the Directors (including the Chairman of the Meeting) or (as the case may be) members of the governing body who constituted quorum for the Meeting in accordance with the articles of association or the constitutional documents of the Customer if a corporation or an unincorporated body or organisation.

銀行專用 For Bank Use

| | |
|---|-------------------------------|
| Approved by with Authorized Name & Signing Code | Receiving Branch / Department |
| X _____ | |

Please choose the appropriate item
請選擇合適項目

Please sign according to the signing requirement
請根據簽署要求簽名



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