



1. 請預留四個工作天以供辦理補誌紀錄。
2. 請在適當方格內加上剔號。
3. 請用英文正楷（除另作指明外）填寫此表格。
4. 請填妥此表格，並郵遞或親身交回任何一間大新銀行分行，以便處理。
5. 若以郵遞方法或由第三者遞交，本行會確認 / 核實此表格後才執行此指示。

1. Please allow 4 working days for updating bank records.
2. Please tick where applicable.
3. Please complete the form in English BLOCK LETTERS (except specified otherwise).
4. Please complete this form and return it to any Dah Sing branch by mail or in person for processing.
5. Customer instruction if given by mail-in or submitted by a third party will be processed after the Bank has duly checked / verified the form.

(I) 客戶資料 Customer Information

<p>公司客戶名稱 Company Name</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p>公司客戶中文名稱 (如適用) Company Name in Chinese (If applicable)</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	<p>客戶身份證明文件種類及號碼 Customer ID Type and No.[^]</p> <p><input type="checkbox"/> 商業登記號碼 Business Registration</p> <p><input type="checkbox"/> 其他 Others <div style="border: 1px solid black; width: 150px; height: 20px;"></div></p> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <p>[^] 請列出紀錄在本行的身份證明文件號碼。</p> <p>Please write down the identity document number recorded with the Bank.</p>
--	--

(II) 更新地址資料 Address Information Update

注意：請以正楷填上需更改之資料。閣下所有之通訊地址(但不包括閣下為擔保人或按揭人身份之通訊地址，除非根據本行紀錄，該等地址已設立為與閣下作為本行客戶(即非擔保人或按揭人之身份)之通訊地址相同)將作出相對的改動，唯簽署指示維持不變。上述賬戶包括本行之存款、貸款、投資、卡類、保管箱及電子銀行服務賬戶(統稱為“所有賬戶”)。如需要更改閣下作為擔保人或按揭人之通訊地址，請聯絡任何本行分行或閣下的客戶經理處理。**Note :** Please fill in item(s) to be amended in BLOCK LETTERS. The requested change as specified in this part will be updated to the correspondence address of all accounts (but not including the correspondence address of you in the capacity as a guarantor or a mortgagor, unless according to the record of the Bank, that correspondence address was setup as the same as the correspondence address of you as customer of the Bank (i.e. not as a guarantor or mortgagor) with same signing instruction. Account(s) mentioned include accounts for deposits, loans, investment, card, safe deposit box and all channel products (collectively, "All Accounts"). If necessary, please contact any branch of the Bank or your relationship manager for update of your correspondence address in the capacity as a guarantor or a mortgagor.

<p>地址類別 Address Type (可選擇多於一個項目。 Please tick one or more boxes as appropriate.)</p>	<p><input type="checkbox"/> 商業地址 Business</p> <p><input type="checkbox"/> 商業及通訊地址 Business & Correspondence</p>	<p><input type="checkbox"/> 註冊辦公室地址 Registered Office</p> <p><input type="checkbox"/> 註冊辦公室及通訊地址 Registered Office & Correspondence</p>	<p><input type="checkbox"/> 通訊地址 Correspondence</p> <p><input type="checkbox"/> 郵政信箱及通訊地址 P.O. Box & Correspondence</p>
<p>(注意：郵政信箱不適用作辦公室地址及信用卡之通訊地址。 Note: P.O. Box is not accepted for Office Address and Correspondence address of credit card accounts.)</p>			

<p>戶口類別 Account Type</p>	<p><input type="checkbox"/> 所有戶口 All Account(s)</p> <p><input type="checkbox"/> 指定戶口 Selected Account(s)</p>	<p>指定戶口號碼 Selected Account(s) No.</p>	<div style="border: 1px solid black; width: 100%; height: 40px;"></div> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <div style="border: 1px solid black; width: 100%; height: 20px;"></div>
<p>(注意：所有與以下賬戶有關之產品之地址紀錄及包括聯繫上述地址類別之賬戶將會一併更改。 Note: The address record(s) for products related and linked to these account(s) will also be updated too.)</p>			

<p>英文地址 English Address (適用於本地/海外地址。 Applicable to Address in Local/Overseas.)</p>	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20%; height: 20px;"></div> <div style="border: 1px solid black; width: 20%; height: 20px;"></div> <div style="border: 1px solid black; width: 20%; height: 20px;"></div> </div> <p>單位 Flat 層數 Floor 座數 Block</p> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <p>大廈名稱 / 屋村名稱 / 郵政信箱 Name of Building / Name of Estate / P.O. Box</p> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <p>門牌號數 / 街道名稱 Street No. / Street Name</p> <div style="border: 1px solid black; width: 100%; height: 20px;"></div> <p>地區 / 國家 District / Country</p> <div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> 香港 H.K. <input type="checkbox"/> 九龍 Kowloon <input type="checkbox"/> 新界 N.T. <input type="checkbox"/> 海外 Overseas </div>
--	--

(III) 更新聯絡資料 Contact Information Update

<p>電話號碼 Telephone No. (所有賬戶將會一併更改。 Changes applied to all accounts.)</p>	<p>國家編碼 Country Code</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p>地區編碼 Area Code</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p>電話號碼 Telephone No.</p> <div style="border: 1px solid black; width: 100%; height: 20px;"></div>	<p>分機號碼 Extension No.</p> <div style="border: 1px solid black; width: 60px; height: 20px;"></div>
	<p>辦公室 Office</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p>手提電話 Mobile Phone</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p>傳真機 Fax</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	
	<p>傳呼機 Pager</p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p></p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p></p> <div style="border: 1px solid black; width: 40px; height: 20px;"></div>	<p></p> <div style="border: 1px solid black; width: 60px; height: 20px;"></div>
<p>注意：請於海外號碼前加入國家編碼及地區編碼(如有)。如沒有填寫，本行將預設國家編碼為852(香港)。 Note: For overseas number, please add country code and area code (if any) in front of the number. Hong Kong country code 852 will be assigned by Bank if not specified in country code.</p>				

<p>電郵地址 Email Address</p>	<div style="border: 1px solid black; width: 100%; height: 20px;"></div>
---------------------------	---

64590



