

BUSINESS INTERNET BANKING APPLICATION FORM

商務「網上理財」申請書

- Please complete ALL sections. Indicate NA if not applicable.
請填妥各個部份，不適用的部份請註明“NA”。
- Please indicate your option for delivery of security token(s).
請選擇保安編碼器的領取方式。
 - Mail to statement address 郵付結單地址
 - Courier to statement address 快遞結單地址

There will be a service fees applied for security token courier to statement address. For fees enquires, please contact our Internet Banking Customer Service Hotline at 853-8599 2882.

保安編碼器快遞費用將需要另作收取。欲查詢詳細費用，請致電網上理財客戶服務熱線 853-8599 2882。

CUSTOMER INFORMATION 客戶資料

Name of the Company / Business / Entity*: _____

公司 / 商行 / 單位名稱 *

Company / Business / Entity Registration No: _____

公司 / 商行 / 單位商業登記號碼

Type of Business: Limited 有限公司 Sole-Proprietorship 獨資經營商號 Club / Society / Association* 社團 Others 其他

業務種類

Telephone No: _____ Fax No: _____

電話號碼

傳真號碼

*Please delete where not applicable.

*請刪去不適用者。

COMPANY SETUP 公司設定

Note 注意:

For security reason, the Business Internet Banking (BIB) User ID, Password and Security Token are required to log on to BIB. Please note that the User is required to acknowledge receipt of the Security Token. Otherwise the User is unable to conduct payment / transfer although he / she has been authorised to do so. Payment / transfer limits will be activated within three (3) banking days after our receipt of the relevant Security Token Acknowledgement Letter. 基於保安理由，登入商務「網上理財」時，必須輸入「網上理財」使用者名稱、密碼與及保安編碼器。請注意：使用者須確認保安編碼器已經收到，否則將無法登入商務「網上理財」站進行支付款項 / 轉賬，儘管他 / 她已經獲授權可進行有關交易。支付款項 / 轉賬限額將於收到有關保安編碼器確認信件三(3)個銀行工作天內啓動。

By default, all future company accounts will be automatically linked. 系統預設值為：所有未來的公司賬戶將會自動連繫。

<p>Do you wish to subscribe to E-statement? <input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否</p> <p>貴公司要選用電子賬單嗎？ <input type="checkbox"/> 是 <input type="checkbox"/> 否</p> <p>Note 注意: If you subscribe to E-Statement, the hardcopy statement(s) for all your Company's account(s) will be discontinued. 若貴公司選用電子賬單，則貴公司所有賬戶的紙張賬單將不再寄發。</p>	<p>Authorisation Matrix - Transactions to be approved by</p> <p>批准方式 — 交易由下列方式批准：</p> <ul style="list-style-type: none"><input type="checkbox"/> One to approve 由一名人士批准<input type="checkbox"/> One or two within a signature group to approve 由一組簽署人員其中一人或兩人批准<input type="checkbox"/> One or two within two signature groups to approve 由兩名簽署人其中一人或兩人批准 <p>Note 注意: By default, all transactions will be set as "one to approve" unless stated otherwise. 系統預設為各項交易將由“一名人士批准”，除非另行列明。</p>																
<p>Administration Control - Account / BIB User to be set up by</p> <p>管理監控 — 賬戶 / 商務「網上理財」使用者由下列人士設定：</p> <ul style="list-style-type: none"><input type="checkbox"/> One Primary User (Single Control) 一名首級使用者 (單一管制)<input type="checkbox"/> Two Primary Users (Dual Control) 兩名首級使用者 (雙重管制) <p>Note 注意: By default, the BIB services will be set by One Primary User unless stated otherwise. Once you have opted for "Two Primary Users" you CANNOT revert to "One Primary User". 系統預設商務「網上理財」服務將由一名首級使用者設定，除非另行列明。一旦貴公司選擇由“兩名首級使用者”設定，則不能重新選用“一名首級使用者”設定。</p>	<table border="1"><tr><td>Company Maximum</td><td></td></tr><tr><td>Daily Limit</td><td></td></tr><tr><td>公司每日最高交易限額：</td><td></td></tr><tr><td><input type="checkbox"/> Transfer to Designated Payee 指定收款人轉賬</td><td>MOP 澳門幣 *</td></tr><tr><td><input type="checkbox"/> Transfer to Non-Designated Payee 非指定收款人轉賬</td><td>MOP 澳門幣 *</td></tr><tr><td><input type="checkbox"/> Transfer to Own Account 公司本身賬戶間轉賬</td><td>MOP 澳門幣 *</td></tr><tr><td><input type="checkbox"/> AutoPay / Bulk Payment 自動轉賬 / 多筆支付</td><td>MOP 澳門幣 *</td></tr><tr><td><input type="checkbox"/> All Transactions 所有交易</td><td>MOP 澳門幣 **</td></tr></table>	Company Maximum		Daily Limit		公司每日最高交易限額：		<input type="checkbox"/> Transfer to Designated Payee 指定收款人轉賬	MOP 澳門幣 *	<input type="checkbox"/> Transfer to Non-Designated Payee 非指定收款人轉賬	MOP 澳門幣 *	<input type="checkbox"/> Transfer to Own Account 公司本身賬戶間轉賬	MOP 澳門幣 *	<input type="checkbox"/> AutoPay / Bulk Payment 自動轉賬 / 多筆支付	MOP 澳門幣 *	<input type="checkbox"/> All Transactions 所有交易	MOP 澳門幣 **
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You are recommended to nominate at least one (1) Primary User (PU) for Single Administration Control and at least two (2) Primary Users for Dual Administration Control. PU(s) can also go online to create up to eighteen(18) Secondary Users (SU). When a User performs a transfer / payment instruction that is higher than his / her current transaction limit and / or account signatory limit, the payment instruction will be held pending approval by another User(s) whose limit is / (are) adequate and in accordance with Account Control Setup for the payment / transfer value. 建議客戶為單一管理監控指定至少一(1)名首級使用者，為雙重管理監控指定至少兩(2)名首級使用者。首級使用者亦可以登入網站，建立最多十八(18)名次級使用者。使用者發出轉賬 / 付款指示時，倘若轉賬 / 支付金額超過其現行交易限額及 / 或賬戶簽署限額，有關付款指示將被暫停執行，等候擁有適當支付限額的另一名使用者根據賬戶管制設定的付款 / 轉賬值批准。

For control purposes, you are recommended to set PU(s) with same limits to facilitate approval of administrative changes especially if you have opted for Dual Administration Control. Please complete the following details of the User(s) and indicate the transaction services required as well as the maximum daily limit for each Users. Please note that once nominated, the PU(s) will be able to assign access for the company's accounts via the Account Control Setup. 為便於管制，建議客戶為(各名)首級使用者設定相同的支付限額，以利管理監控變更的批准，尤其是當您選擇雙重管理監控方式時。請填妥下方的使用者詳細資料，列明每名使用者所需要的各項交易服務與及每日最高交易限額。

USER SETUP 使用者設定

A Primary User must be the authorised signatory of at least one of your accounts with HSBC. A Primary User is authorised to submit any online application / instruction for and on behalf of the business / entity. 首級使用者必須是貴公司的滙豐銀行賬戶其中至少一個賬戶的授權簽署人。主要使用者獲授權代表公司/單位進行/發出任何網上理財申請/指示。

1. Primary User Details (At least one Primary User must be selected for BIB service)

首級使用者詳細資料 (必須為商務「網上理財」服務選擇至少一名首級使用者)

Name: _____

姓名

Position in Company 在公司內擔任職位: _____

New ID No. / Passport# No.: _____ (#Mandatory 必須填寫) Date of Birth: _____

新的身份證 / 護照號碼

出生日期

Tel. No.: _____ Fax No.: _____

電話號碼

傳真號碼

Email Address: _____

電郵地址

Transaction Category	Maximum Daily Limit	
交易種類	每日最高交易限額:	
<input type="checkbox"/> Transfer to Designated Payee 指定收款人轉賬	MOP 澳門幣 _____	*
<input type="checkbox"/> Transfer to Non-Designated Payee 非指定收款人轉賬	MOP 澳門幣 _____	*
<input type="checkbox"/> Transfer to Own Account 公司本身賬戶間轉賬	MOP 澳門幣 _____	*
<input type="checkbox"/> AutoPay / Bulk Payment 自動轉賬 / 多筆支付	MOP 澳門幣 _____	*
<input type="checkbox"/> Input & Enquiry Only 輸入及查詢專用		

Specimen Signature
簽名式樣

2. Primary User Details (At least one Primary User must be selected for BIB service)

首級使用者詳細資料 (必須為商務「網上理財」服務選擇至少一名首級使用者)

Name: _____

姓名

Position in Company 在公司內擔任職位: _____

New ID No. / Passport# No.: _____ (#Mandatory 必須填寫) Date of Birth: _____

新的身份證 / 護照號碼

出生日期

Tel. No.: _____ Fax No.: _____

電話號碼

傳真號碼

Email Address: _____

電郵地址

Transaction Category	Maximum Daily Limit	
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Specimen Signature
簽名式樣

3. Primary User Details (At least one Primary User must be selected for BIB service)

首級使用者詳細資料 (必須為商務「網上理財」服務選擇至少一名首級使用者)

Name: _____
姓名

Position in Company 在公司內擔任職位: _____

New ID No. / Passport# No.: _____ (#Mandatory 必須填寫) Date of Birth: _____
新的身份證 / 護照號碼 出生日期

Tel. No.: _____ Fax No.: _____
電話號碼 傳真號碼

Email Address: _____
電郵地址

Transaction Category 交易種類	Maximum Daily Limit 每日最高交易限額:
<input type="checkbox"/> Transfer to Designated Payee 指定收款人轉賬	MOP 澳門幣 _____ *
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<input type="checkbox"/> Input & Enquiry Only 輸入及查詢專用	

Specimen Signature
簽名式樣

4. Primary User Details (At least one Primary User must be selected for BIB service)

首級使用者詳細資料 (必須為商務「網上理財」服務選擇至少一名首級使用者)

Name: _____
姓名

Position in Company 在公司內擔任職位: _____

New ID No. / Passport# No.: _____ (#Mandatory 必須填寫) Date of Birth: _____
新的身份證 / 護照號碼 出生日期

Tel. No.: _____ Fax No.: _____
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Specimen Signature
簽名式樣

* Please note that if no amount is stated, the default limit size will be set at "Zero" (0). User with "Zero" limit can only view and prepare payment. The secondary User's daily limit must not be higher than any of the Primary User's daily limit. If the authority is given for the maximum limit as may be specified by HSBC from time to time, please state "Maximum" in the space provided. Please note that the Company's Maximum Daily Limit will be defaulted to the highest limit accorded to any of your Users, unless otherwise stated in the Company Setup.

* 請注意：倘若沒有述明金額，則使用者支付限額將預設為“零”(0)。支付限額為“零”的使用者僅能察看和準備付款。次級使用者的每日最高交易限額不得高於任何一名首級使用者的每日最高交易限額。倘若授權的交易限額為滙豐銀行不時規定的最高限額，請在提供的空格內注明“Maximum”(最高限額)。請注意，貴公司的每日交易最高限額，將以貴公司的使用者之中的最高限額為預設值，除非在公司設定項中另有列明。

** This refers to the allowed maximum amount to be performed by the company as a whole for all types of transactions. This limit is recommended to be set as the total of your entire daily transaction limit for the various types of transfers.

** 指公司進行所有種類交易的許可最高金額。建議將該限額設定為貴公司各類轉賬的每日全部交易限額。

Details of Designated Payees 指定收款人詳細資料

Intra-bank Funds Transfer (within HSBC Macau)

本行轉賬 (澳門滙豐銀行)

Payee's Name 收款人姓名 _____ Account No. 戶口號碼 _ _ _ - _ _ _ _ _ _ - _ _ _	Payee's Name 收款人姓名 _____ Account No. 戶口號碼 _ _ _ - _ _ _ _ _ _ - _ _ _
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Cashier's Order / Demand Draft

本票 / 即期匯票

Payee's Name 收款人姓名 _____ New ID No. / Passport No. 新的身份證 / 護照號碼 _____ Payee's Address 收款人地址 _____ Payee's Account No. / Bank (if any) 收款人戶口號碼 / 銀行 (如有) _____ Currency 貨幣 _____	Payee's Name 收款人姓名 _____ New ID No. / Passport No. 新的身份證 / 護照號碼 _____ Payee's Address 收款人地址 _____ Payee's Account No. / Bank (if any) 收款人戶口號碼 / 銀行 (如有) _____ Currency 貨幣 _____
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Outward Telegraphic Transfer (TT)

匯出電匯

Payee's Name 收款人姓名 _____ Payee's Bank and Address 收款人銀行及地址 _____ Payee's Account No. 收款人戶口號碼 _____ Currency 貨幣 _____ Payment details / Sort code (if any) 付款詳情 / 分類編碼 (如有) _____	Payee's Name 收款人姓名 _____ Payee's Bank and Address 收款人銀行及地址 _____ Payee's Account No. 收款人戶口號碼 _____ Currency 貨幣 _____ Payment details / Sort code (if any) 付款詳情 / 分類編碼 (如有) _____
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Note: Please cancel all unused portion(s) in this Form to prevent tampering / alteration.

注意：請刪除本表格中所有不使用的部分，以防被竄改 / 更改。

DECLARATION (To be filled up by the Sole Proprietor) 聲明 (由經營者填寫)

1. I / We wish to apply for the services indicated in this application form ("Services") and hereby acknowledge that the use of the Services is subject to the Hongkong and Shanghai Banking Corporation Limited Business Internet Banking Terms & Conditions for Commercial Banking (available at www.hsbc.com.mo). I/We have read and agree to be bound by the same (including all amendments thereto from time to time). 本人意欲申請本申請表上所列各項服務("服務")，茲確認"服務"的使用受香港上海滙豐銀行有限公司工商金融服務商務「網上理財」條款及細則(列於 www.hsbc.com.mo)。本人經已閱讀並且同意受所述條款及細則(包括所述條款及細則不時所作的一切修訂)約束。

2. I / We confirm that the information given in this application form is true, complete and not misleading, and authorise the Bank to confirm this from any source the Bank may choose. I / We will furnish such identification and / or supporting documents as may be required by the Bank. 本人確認本申請表所填資料均真實、完整、不含誤導成份，並且授權貴行可向任何有關方面核證該等資料。本人將按貴行要求提供各項證明/佐證文件。

3. I / We acknowledge that I / We remain bound by all transactions effected through the Services whether or not the named users of the Services are the account signatories. 本人確認本人受經由"服務"進行的所有交易約束，不論"服務"的指定使用者是否為賬戶的簽署人。

4. I / We acknowledge that if the Bank's Specific Terms and Conditions for Commercial Banking allows for the named users of the Services to instruct the Bank on matters pertaining to their personal identifiers and / or password, then the Bank is authorised to act on such instructions notwithstanding the named user not as an account signatory. 本人確認：倘若貴行工商金融服務適用的特定條款及細則允許"服務"的指定使用者就其個人身份識別及/或密碼向貴行發出指示，則貴行獲授權根據該等指示行事，不論指定使用者是否為賬戶簽署人。

Note 注意:

• For SOLE PROPRIETORSHIP – To be signed by Sole Proprietor.

獨資經營商號 — 須由經營者簽署。

1. Full Name in BLOCK letters 全名 (請用正楷填寫):

New ID / Passport No. 新身份證 / 護照號碼:

Signature 簽署

2. Full Name in BLOCK letters 全名 (請用正楷填寫):

New ID / Passport No. 新身份證 / 護照號碼:

Signature 簽署

3. Full Name in BLOCK letters 全名 (請用正楷填寫):

New ID / Passport No. 新身份證 / 護照號碼:

Signature 簽署

4. Full Name in BLOCK letters 全名 (請用正楷填寫):

New ID / Passport No. 新身份證 / 護照號碼:

Signature 簽署

MANDATE FOR BUSINESS INTERNET BANKING 商務「網上理財」服務授權書

(To be filled up by the Limited Company / Club / Association* only 由有限公司 / 會所 / 協會* 填寫)

Name of Limited Company/ Club/ Association*: _____

有限公司 / 會所 / 協會*名稱

Registration No.: _____

註冊編號

At a meeting of the Quota holders/ Committee duly held at _____ [insert the site]

and on _____ [insert the date] the following resolutions were passed:

本公司於_____在_____召開股東/委員會會議，通過以下各項決議：

1. That any _____ (please state number of signatories), whose names and signatures appear in the "Quota holders/ Committees' Signatures" section and the "Other Persons Authorised to Sign as above" section below (hereinafter referred to as the "Authorized Signatories") be authorized, on behalf of the Limited Company/ Club/ Association*, to:
在下述“授權簽署的股東/委員會”部分中的_____位股東/委員會或者“其他授權簽署人”部分中所列之（以下簡稱“授權簽署人”）被授權代表本有限公司 / 會所 / 協會*：
 - a) apply for, amend and/or terminate the Business Internet Banking (hereinafter referred to as the "Service") offered by the Bank, and/or by submitting to the Bank the Bank's standard Business Internet Banking (the "Service Request Form") from time to time, to add or remove any Customer Delegate and/or any account covered by the Service and/or to add, remove or vary any transaction limit, and
申請、修改和/或終止貴行提供的商務「網上理財」服務（以下簡稱“網上銀行服務”），和/或隨時通過向貴行遞交貴行規定格式的《商務「網上理財」服務申請書》（以下簡稱“《服務申請書》”），增加或取消任何公司代表的資格和/或任何使用網上銀行服務的賬戶，及/或增加、取消或變更任何交易限額；
 - b) take any actions to promote the continued and orderly operation of the Service (other than the re-set of the password of a Customer Delegate to access the Service)
採取任何行動（重設公司代表登陸網上銀行服務的密碼除外）以促使本公司在使用網上銀行服務方面持久有序的操作
 - c) authorize Primary User all the Administrative Entitlement as specified in the Application Form
授權首級使用者獲得《服務申請書》上所列的對網上銀行服務的管理權限
2. That each Primary User named in the Application Form be authorized to request for reset of his/her password or authorize to reset of any Secondary User's password to access the Service and that the Bank be instructed to act on and comply with such request made by such Primary User.
在《服務申請書》中授權的每一位首級使用者均可以向貴行要求重設他/她登陸網上銀行服務的密碼或者授權次級使用者重設登陸網上銀行服務密碼的要求，貴行須執行任何首級使用者的該等要求。
3. That the mandate given herein should prevail for all transactions or instructions given in relation to any of the Limited Company/ Club/ Association's* accounts by the Customer Delegates through the Service, notwithstanding any conflict between the mandate given herein and those given for the respective accounts of the Limited Company/ Club/ Association*.
就有限公司 / 會所 / 協會*代表通過網上銀行服務對本有限公司 / 會所 / 協會*的任何賬戶進行的交易或發出的指示而言，即使本授權書與本有限公司 / 會所 / 協會*對所涉及的賬戶發出的其它授權書不一致，仍須以本授權書為準。
4. That, save to the extent inconsistent with the resolutions herein contained, all other existing mandates given in relation to the Limited Company/ Club/ Association's* account(s) held with the Bank should continue and remain in force.
除與本授權書的條款不一致之處外，本有限公司 / 會所 / 協會*就本有限公司 / 會所 / 協會*在貴行的賬戶提供的現行授權書繼續有效。

5. That these resolutions be communicated to the Bank and remain in force until an amending resolution has been passed by the Limited Company/ Club/ Association* and a certified copy thereof shall have been received by the Bank.
上述各項決議應即通知貴行，並保持有效，直至修訂的決議經董事會通過並送交貴行為止。

*Please delete where not applicable.

*請刪去不適用者。

Note:

•For LIMITED COMPANY – To be signed by the number of Quota holders as stated in the company's Memorandum And Articles of Association or person authorised by a Board Resolution.

有限責任公司 — 須由公司「章程與組織細則」規定人數的股東簽署，或者由董事會決議授權的人士簽署。

•For REGISTERED CLUB / SOCIETY / ASSOCIATION – To be signed by such number of Committees constituting a quorum for meeting of its governing body.

註冊會所 / 社團 / 協會 — 須由構成其支配架構會議的法定人數的委員會簽署。

Date 日期

Chairman of Meeting (without chop)

會議主席(不須蓋章)

X

Quota holders/ Committee's Signatures 上述授權簽署的股東/委員會

Full Name 全名	Signature and/or Chop 簽署式樣及印章
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
	X

Other Persons Authorised to Sign as above 上述其他授權簽署人

Full Name 全名	Signature and/or Chop 簽署式樣及印章
Capacity 職位	
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
Capacity 職位	
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
Capacity 職位	
	X

Full Name 全名	Signature and/or Chop 簽署式樣及印章
Capacity 職位	
	X

