To: The Manager 致：經理

The Hongkong and Shanghai Banking Corporation Limited 香港上海滙豐銀行有限公司

_____ **Office 分行** **Date 日期** _____

CHEQUE BOOK APPLICATION - For Counter Use 支票簿申請表 —— 櫃面專用

Please ☑ where applicable. 請在適當處加 ☑ 號

Account Name(s) 賬戶名稱	**Account Number 賬戶編號**

E851

✓	**Type of Cheque Book 支票簿類別**	**Number of Books 支票簿數目**
	25 Leaf Bearer 二十五張來人支票	
	50 Leaf Order 五十張抬頭支票	
	50 Leaf Order, Crossed 五十張抬頭劃線支票	

Cheque Book(s) to be 請將支票簿

☐ Collected at 交予 _____ Office 分行待領

☐ by me/us 由本人/吾等領取

☐ by (Name) 由（姓名）_____ 領取

(Identification) 證明文件 _____

☐ mailed to me/us.(to the statement address of the account) 郵付本人/吾等（寄往賬戶結單地址）

I/We agree to be bound by the conditions subject to which cheque books are currently issued as printed on the inside back cover of the cheque book.
I/We hereby acknowledge the need to exercise care when drawing cheques and agree that I/We will not draw cheques by any means which may enable a cheque to be altered in a manner which is not readily detectable.
本人/吾等同意受載於支票簿封底裏頁之支票簿發出條款所約束。
本人/吾等明白簽發支票時須加小心，並同意不會使發出之支票有任何地方可被作不易察覺之塗改。

I/We hereby acknowledge receipt of the cheque book(s) specified above.
本人/吾等已收妥上述支票簿。

_____
Signature of recipient 收件人簽名

_____
Signature(s)

For Bank Use Only 銀行專用		
Signature Verified and Data Input by	Data Input Checked and Verified/Approved by	Additional Information Low Cheque No.