

銀行專用 For Bank Use	Attended By
	Approved By
	DATE:

賬戶服務申請書

Account Service Application Form

致：東莞銀行股份有限公司 - 香港分行 (「銀行」)

To: Bank of Dongguan Co., Ltd. - Hong Kong Branch (the "Bank")

日期 (日/月/年)

DATE (DD/MM/YYYY)

注意 NOTE:

- 1.請用正楷填寫，在適當方格內加上“✓”，填妥表格後交回本銀行。Please complete in BLOCK LETTERS, "✓" where appropriate, and return the completed form to the Bank.
- 2.所收費用將列印在閣下的戶口結單內。Charge levied on your instruction(s) will be reflected on your account statement.
- 3.請預留 3-5 個工作天辦理 Please allow 3-5 working days for processing

甲部 Part A — 客戶資料 Customer Information	
客戶號 Customer No.	
客戶名稱 Customer Name	

乙部 Part B — 所需文件 Document(s) Request (可✓多於一項 Please✓ more than one item if applicable)					
請發給本人(等)下列戶口文件 Please issue the following document(s) of my/our Account					
☐ 證明函 Certificate Letter 截至日期 Date as 致 Attention to: ☐ # 幣別 # Currency # 定期賬戶號碼 # Fixed Deposit Account No. 備註 Remark:	☐ 餘額證明 # Certificate of Balance #	☐ 資信證明 Bank Reference Letter	申請份數 No. of copy (s)		
	☐ 有關機構 Whom it may concern	☐ 其他: Other:			
	☐ 所有幣別 All currency	☐ 港幣 HKD	☐ 美元 USD	☐ 人民幣 CNY	☐ 其他: Other:
	(1)	(2)	(3)		
	(4)	(5)	(6)		
☐ 重發月結單副本 Reissue of Monthly Statement Copies	由: (月/年) From: (MMM/YYYY)	至: (月/年) To: (MMM/YYYY)	備註 Remark		
☐ 重發定期存款/ 戶口交易回單 Reissue of Fixed Deposit / Transaction Advice	日期(日/月/年) DATE(DD/MM/YYYY)	交易編號 Transaction Reference	幣別 Currency	交易金額 Transaction Amount	
☐ 其他 Others					

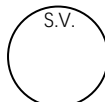
丙部 Part C — 收費 Charge	
請將有關費用由本人(等)之戶口支取 Please debit all charges incurred from my/our account:	
☐ 戶口號碼 Account No.:	
☐ 附上支票,支票號碼 Enclose Cheque No.:	
☐ 其他: Other:	

丁部 Part D — 收取方式 Collection Method (只可✓一項 Please ✓ one item only)			
至銀行記錄中的通訊地址 Sent to the correspondence address in Bank record	郵寄 By Mail	快遞到付 By courier (Receiver)	☐ 快遞寄付 By courier (Shipper)
電郵至銀行記錄中的聯絡人郵箱 Sent by E-Mail to the contact email in Bank record			
由下述指定授權人領取 Held for Collection by the following authorized person		本人證實收到上述文件 I hereby acknowledge receipt of the above document	
姓名: Name: _____			
證件號碼: ID No. : _____			
		X _____ 收件人簽署 Signature of Recipient (日期 Date: _____)	

戊部 Part E — 更改交易收據或結單收取方式 Change of Notification of Transaction Advice or Statement of Account	
(只可✓一項 Please ✓ one item only)	
客戶同意通過已向銀行提供的電郵地址收取以下選擇的文件 Customer agrees to receive the following selected documents at the email address provided to the Bank	
客戶同意通過已向銀行提供的郵寄地址收取以下選擇的文件 Customer agrees to receive the following selected documents at the postal address provided to the Bank	
文件種類 Type of Document(s):	
交易收據 Transaction Advice	☐ 結單 Statement of Account

己部 Part F — 更改接收推廣信息指示 Change of Direct Marketing Material Receiving Instruction	
客戶通知銀行其不欲銀行使用其個人資料以下渠道作直銷推廣 (請以✓選擇渠道):- The Customer hereby informs the Bank that it does not wish the Bank to use its personal data in direct marketing via the following channel(s) (please use "✓" to select the channel(s)):	
☐ 電子渠道 Electronic Channels ☐ 郵件 By Post ☐ 專人電話 Personal Call	

(中英文義如有歧異，請以英文本為準。The English version shall prevail if there is a discrepancy between the English & Chinese versions.)

客戶(等)簽署 Signature(s) of Customer(s)	
	
X _____	
請用留存本行印鑑/署名簽署 Please use signature(s)/chop(s) filed with the Bank	