

**Overdraft/Revolving Loan Facility – Change of Terms Request Form**  
**透支/循環貸款服務 – 更改條款申請表格**

Please submit your completed form to The Bank of East Asia-Lending Operation Department by post at 40<sup>th</sup> Floor, BEA Tower, Millennium City 5, 418 Kwun Tong Road, Kowloon, Hong Kong.

請將填妥的表格郵寄至東亞銀行信貸營運部 地址：香港九龍觀塘道418號創紀之城五期東亞銀行中心40樓

Date 日期 \_\_\_\_\_

Account No. 賬戶號碼	_____	HKID Card/Passport No. 香港身份證/護照號碼	_____
Account Holder Name 賬戶持有人名稱	_____		
Tel. No. 電話號碼	Home 住宅 _____	Office 辦事處 _____	
(Must be completed) (此欄必須填寫)	Mobile Phone 手提電話 _____	Email 電郵 _____	

I/We hereby request the Bank to revise the terms related to the above account as follows: (please tick  where appropriate)

本人要求貴行更改以上賬戶之條款如下：(請於適當處 )

<input type="checkbox"/> <b>Credit Limit Increase 提高信貸額<sup>^</sup></b>			
(An Arrangement fee will be charged to the customer on the credit increase (Min.: HK\$200) 本行會就提高信貸額收取手續費。(最少港幣200元)			
Increase Credit Limit to 提高信貸額至	HK\$ 港幣 _____	Purpose of Increase 提高信貸額目的 _____	Effective Date 生效日期 _____
Please provide Current Employment/Financial Information 請提供現職/財務資料			
Company Name 公司名稱 _____			
Office Address 公司地址 _____			
Nature of Business 業務性質 _____	Monthly Salary* 每月薪金* _____	HK\$ 港幣 _____	
Position 職位 _____	Years of Service 任職年期 _____		
Your Monthly Mortgage Loan Repayment Amount 閣下每月按揭供款金額	HK\$ 港幣 _____	Your Monthly Rental Amount 閣下每月租金	HK\$ 港幣 _____
*Please enclose copies of your current payroll advice or bank statement of your payroll account for the past 3 months. *請附上閣下最近3個月之糧單或銀行賬戶支薪記錄			

<input type="checkbox"/> <b>Credit Limit Reduction 調低信貸額<sup>^</sup></b>		
Reduce Credit Limit to 調低信貸額至	HK\$ 港幣 _____	Effective Date 生效日期 _____

<input type="checkbox"/> <b>Interest Rate Reduction 調低息率</b>	
Reduce Interest Rate to 調低息率至 _____ %	Effective Date 生效日期 _____

<sup>^</sup> Interest rate and relevant fees and charges for the loan account may be amended due to credit limit adjustments. You will be notified of any change. 貸款賬戶的利率及有關費用可能會因應信貸額而調整，本行會另行通知。

**Declaration 聲明：**

I understand that The Bank of East Asia, Limited (the "Bank") will rely upon the above information as well as the credit check results from the credit reference agencies in reviewing this application. I authorize the Bank to contact any necessary party for verification of the above information and/or to disclose such information or to obtain and exchange further information at any time. I understand and agree that the Bank reserves the sole right to decline this application or approve an amount different from the one I have applied for without disclosing any reason. I agree to provide further information and documentation in connection with this application, if deemed necessary by the Bank. The Bank will notify me of its decision thereafter. I declare and confirm that I am not referred by a third party in relation to this application. I understand that the Bank will not accept and proceed this application if it is referred by third party.

本人明白東亞銀行有限公司(「銀行」)會根據上述資料及信貸資料服務機構提供的信用檢查結果而對此申請進行審批。本人同意授權銀行可隨時向任何方面查詢求證及/或透露資料或索取及交換更多資料。本人明白及同意銀行有絕對權力不批核此申請或批核之金額少於本人現時申請之數目而不需要提供任何理由。本人同意進一步提供銀行認為與本申請有關之資料及文件。銀行將會稍後通知本人有關批核結果。本人聲明並確認本申請並不是由第三者轉介。如本申請是經第三者轉介，本人明白銀行將不會接受及處理本申請。

I have read and agree to all the information on this form. 本人已詳閱及同意此表格所載的各項資料。

  
 S.V.

Customer Signature 客戶簽署

(Signature should correspond to the specimen on record at the Bank 請用留存本行之印鑑簽署)

**To borrow or not to borrow? Borrow only if you can repay! 借定唔借？還得到先好借！**

CFD062 (09/2023)

Issued by The Bank of East Asia, Limited 東亞銀行有限公司刊發