

To: The Bank of East Asia, Limited ("BEA" or the "Bank")
致: 東亞銀行有限公司 (「東亞銀行」或「本行」)

Date: _____
日期: _____

Request for Update Information of the Corporate Account / Dormant Customer Reactivation 要求更新公司賬戶資料 / 激活不動客戶狀態

We hereby request BEA to update information (including authorised signature(s), the company structure and/or dormant customer reactivation) of the following corporate account(s): 本公司現要求東亞銀行更新下列公司賬戶的資料 (包括授權簽名、公司架構及/或激活不動客戶狀態):

Account Name 賬戶名稱:				
Account No. 賬戶號碼:	1.		2.	
	3.		4.	

Type of change 更改類別 (Can choose multiple option(s) 可選多項):

<input type="checkbox"/>	Change of Authorized Signer 更改授權簽署人	<input type="checkbox"/>	Change of Shareholder(s) / Beneficial Owner(s) 更改股東/實益擁有人
<input type="checkbox"/>	Dormant Customer Reactivation 激活不動客戶狀態	<input type="checkbox"/>	Change of Director(s) /Chairman/Committee Member(s)/ Partner(s) 更改董事/主席/委員會成員/合夥人

Contact Person: 聯絡人:		Mobile No: 手提電話:	
Email Address: 電郵地址:		Office No. : 公司電話:	

Bank Charges 銀行收費: (Please refer to the charges designated by the Bank from time to time 請參考銀行不時制定之收費)

Company/BR Search Fee 公司/商業登記註冊查證費用:

By Cash 附上現金

By Cheque No. 附上支票號碼: _____

Debt from our Account 由公司賬戶扣除: _____

Notes 注意事項:

- The Bank will notify the above contact person by SMS or email to confirm the Bank's receipt of your information update request for the above corporate account(s). For enquiry, please call our hotline at 2211 1333.
本行將透過手機短訊或電郵形式通知上述聯絡人，以確認本行收到上述公司賬戶的資料更新要求。如有查詢，請致電本行熱線 2211 1333。
- This request does not include MPF Account, e-Payment Collection Services and/or Trade & Loans Services. If you need to change the information of the above corporate account(s) and/or the said services, please contact the relevant services center of the Bank for separate arrangement. 此要求不包括強積金賬戶、電子收款服務及/或貿易及貸款服務。如需更改上述公司賬戶及/或服務的資料，請聯絡本行相關服務中心另作安排。
- The Bank will require you to complete the Customer Due Diligence Questionnaire, if necessary. 如有需要，本行會要求閣下填寫客戶盡職調查問卷。

Customer Signature 客戶簽署:

(Director/Committee member/Chairman/Partner/Sole-proprietor/
Account authorised signer) (董事/委員會成員/主席/合夥人/獨資東主/賬戶授權簽署人)

For Bank Use Only 銀行專用		
Receiving Branch	Handled by Name: Staff ID:	Reviewed by Name: Staff ID:
Search fee charge to Branch Code		
AFT Current Rating:	<input type="checkbox"/> N	<input type="checkbox"/> M or above (Customer is required to complete the CDD Questionnaire)