

To : The Bank of East Asia, Limited ("BEA")

Application for BEA Corporate Online

Name of Company/Firm/Organisation : _____

("the Customer")

Business Registration Certificate No. : _____

Company Registration No. (If applicable) : _____

Contact Telephone No. : _____ Email Address*#: _____

BEA Corporate Online Account Number : _____

* The notification of selective transaction status update and BEA Corporate Online News will be sent to the email address.

Email Address is mandatory for BEA Corporate Online and must be valid.

1. We the undersigned, hereby request and authorise you to allow us to use your BEA Corporate Online according to our Certified Copy of Resolutions as per Schedule A, and have read and agreed to be bound by the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services, and further agree to conform to the procedures and instructions which are applicable to the use of BEA Corporate Online as set out in your various relevant documents and forms including but not limited to the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services (as amended from time to time), the User Manual of BEA Corporate Online and standard Terms and Conditions governing various banking facilities and services provided that if there is any conflict, the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services shall prevail.
2. We, the undersigned, hereby also request and authorise you to allow us to use your basic services as set out in Schedule B and we acknowledge that when service(s) and/or new product(s) are introduced through BEA Corporate Online at any time, we will be bound by the added and/or amended terms and conditions for BEA Corporate Online Service governing such new service(s) and/or product(s) unless we have given you notice in the form and manner prescribed by you of our refusal to accept such terms and conditions.
3. We acknowledge that it shall be our sole responsibility to verify the correctness of the name(s) and/or account number(s) of our Related Account(s), Associated Account(s) and third party account(s), and of account(s) with other local bank(s) and oversea bank(s) and other information set out in Schedule C and you will not be liable for whatsoever error therein and consequence arising therefrom.
4. For the purposes of performing banking transactions under the BEA Corporate Online, we provide the Authorised Person(s) as set out in the Certified Copy of Resolutions in Schedule A with login PINs, one (1) Phone User PIN (if applicable) and Signer PINs. We have submitted the HKID/Passport copy of the Authorised Person(s) herewith. According to the PIN structure as you may prescribe, we hereby request you to carry out the instructions of authorisation in accordance with the daily transaction limits as set in Schedule D for banking transactions under the BEA Corporate Online.

PIN Collection Please send the BEA Corporate Online PIN(s):
<input type="checkbox"/> to _____ Branch for our collection.
<input type="checkbox"/> by mail to the mailing address in the Bank's record. 1. We understand, accept and undertake all the risks of using an address which is not the major place of our operations, including but not limited to the address of company secretary, to be our mailing address to receive all documents / information / PIN of BEA Corporate Online, etc. mailed to us by the Bank. 2. We understand and agree that the Bank has the right to send correspondence to our mailing address when deemed appropriate. 3. We confirm that our above mailing address is valid, and we undertake to notify the Bank immediately upon any change of my/our mailing address.

Terms defined in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services have the same meaning when used in this Application Form.

S.V.

Authorised Signature(s)
(Please use the signature(s) on record at BEA)

For Bank Use Only

Handled by:	Checked by:
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Schedule A

CERTIFIED COPY OF RESOLUTIONS

PRESENT :-

NOTICE AND QUORUM: - Notice had been given and there was a quorum in the meeting, and the following resolutions ("Resolutions") were duly passed:

1. To apply to use the BEA Corporate Online of The Bank of East Asia, Limited ("the Bank").
2. That each of the person(s) as mentioned in paragraph 8 below be appointed as an Authorised Person, which is defined in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time). Without limitation to the aforesaid, each of the said Authorised Person(s) shall be authorised to give instructions to the Bank on behalf of the Customer for performing and completing the following purposes:
 - a. Any transaction and/or deletion of ALL the existing and subsequently opened Related Account(s) as shown in the Bank's record from time to time, AND nominated Associated Account(s) as set out in Schedule C and subsequent opened Associated Account.
 - b. Addition and deletion of pre-designated Third Party Account;
 - c. Setting / Changing limit(s) for financial transactions;
 - d. Applying for use of the various BEA Corporate Online service(s) from time to time offered by the Bank (whether or not such BEA Corporate Online service(s) is/are listed or selected in Schedule B);
 - e. Suspension or termination of services provided under BEA Corporate Online; and
 - f. Any change of correspondence address, all documents, receipts, notices, directions and other pertinent information; and to receive from the Bank any material, documentation, PINs in respect of its BEA Corporate Online.
3. To confirm that the authorised person(s) (as appointed by the Customer from time to time for BEA Corporate Online) shall be authorised to apply to use with full discretion the services provided under the BEA Corporate Online and any BEA Corporate Online services offered by the Bank from time to time on behalf of the Customer and to agree and accept on behalf of the Customer all the necessary requirements, terms and conditions as prescribed by the Bank from time to time.
4. To confirm that each of the Authorised Person(s) of the BEA Corporate Online shall be authorised to access the BEA Corporate Online on behalf of the Customer and shall be provided with the PINs of the BEA Corporate Online to be supplied by the Bank in connection with the provision of the BEA Corporate Online and each of the Authorised Person(s) shall be authorised and/or deemed to be authorised by the Customer to distribute the PINs to any user(s) who is/are designated and appointed by the Authorised Person(s) to access the BEA Corporate Online on behalf of the Customer.
5. To confirm that the Bank shall be instructed to honour and comply with all instructions and directions given for and in connection with the Customer's accounts of any kind whatsoever on behalf of the Customer by the user(s) utilising the PINs including but not limited to the Authorised Person(s) and any user designated by the Authorised Person(s) and given in accordance with the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time) and the Bank's standard procedures in connection with the BEA Corporate Online and all the related terms and conditions. The Bank assumes no duty or liability to verify the propriety or accurateness of any instructions and directions given under such circumstances and it is the Customer's full responsibility to control its use of the BEA Corporate Online from time to time to safeguard against any improper or unauthorised use of the said service from time to time.
6. To confirm that user(s) who use(s) the login ID(s) and/or PIN(s) granted by the Bank to the Customer and the user(s) who use(s) the login ID(s) and/or PIN(s) selected by the user(s) for using the BEA Corporate Online has/have read and agreed to be bound by all the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time) and all related terms and conditions for BEA Corporate Online Service and further agree(s) to conform to the procedures and instructions which are applicable to the use of BEA Corporate Online as set out in the Bank's prescribed documents and forms from time to time including but not limited to the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services (as amended from time to time), the User Manual of BEA Corporate Online and the Bank's standard Terms and Conditions governing the related banking facilities and services provided that if there any conflict, the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services (as amended from time to time) shall prevail and any transaction effected by the Bank pursuant to or as a result of an instruction initiated by any of such login ID(s) and/or PIN(s) shall be conclusive and binding on the Customer.

Schedule A

7. Each of the following individual(s) is designated and appointed as an Authorised Person for the time being, namely:

Name	HKID/Passport No.***	Specimen Signature

Each of the Authorised Person(s) (as appointed by the Customer from time to time for BEA Corporate Online) is assigned for the purposes of all future communications with the Bank in respect of all business matters and/or transactions in connection with and/or arising out of instructions through BEA Corporate Online given by the Customer and its use of the BEA Corporate Online under all the related terms and conditions. Without limitation to the aforesaid, each of the Authorised Person(s) shall be authorised to apply for, cancel and give instructions in relation to the BEA Corporate Online services and give instructions to the Bank on behalf of the Customer for performing and completing the purposes set out on these Resolutions in accordance with the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time).

*** HKID/Passport Copies of the Authorised Person(s) are attached herewith.

8. Any One of the following individual(s) is assigned as the Authorised Person to respond to any authentication request to receive, activate, reset PINs or perform other actions in connection with BEA Corporate Online services offered by the Bank from time to time:

Name ¹	HKID/Passport No.	Registered Mobile Phone Number ^{2,3}	
		Country code	Area code (in any)+Phone number

Notes:

1. Each of the abovenamed individual(s) must be an Authorised Person(s) appointed by the Customer in paragraph 7 above.
2. A one-time password (OTP) will be sent by SMS to the registered mobile phone number of the corresponding Authorised Person for new PIN activation(s), PIN reset request(s), and/or other authentication request(s).
3. The registered mobile phone number provided here must be valid. An invalid mobile phone number may result in the Customer being unable to activate PIN(s) or proceed with PIN reset request(s) and/or other authentication request(s). If the registered mobile phone number of an Authorised Person has been changed, he or she should notify the Bank as soon as reasonably practicable in order to update its record.
9. To confirm that the Bank shall be entitled at its own discretion but not obliged to treat any Customer instruction as a valid authority given in respect of the Associated Account(s) in accordance with the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time), notwithstanding that the Customer instruction conflicts or may conflict with or is in any way inconsistent with any other instruction given under any other mandate given by the Authoriser relating to the Associated Account(s) with the Associated Institution.
10. To confirm that any **ONE** of the Signers(s) who is designated by the Authorised Person(s) (as appointed by the Customer from time to time for BEA Corporate Online) from time to time be authorised to access BEA Corporate Online on behalf of the Customer in accordance with the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time).
11. To confirm that these Resolutions shall be communicated to the Bank and remain in force until an amending resolution shall be passed by the board of directors or the governing body (as the case may be) of the Customer and a copy certified by the chairman of the meeting shall have been received by the Bank.
12. Terms defined in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank shall have the same meanings where used in these Resolutions.

Schedule A

I/We hereby certify the above to be a true copy of the resolutions as entered into the Minutes Book of the Customer duly passed by the board of directors or the governing body (as the case may be) of the Customer in accordance with the articles of association or the constitutional documents (as the case may be) of the Customer held at _____

_____ on _____

(where the Customer is a sole-proprietorship/partnership*)

Sole Proprietor / Partner
Name: _____

Partner
Name: _____

Partner
Name: _____

Partner
Name: _____

* All partners must sign

(where the Customer is a corporate or an unincorporated body or organisation, these Resolutions must be signed by each of the directors or (as the case may be) members of the governing body who constituted quorum for the Meeting in accordance with the articles of association or the constitutional documents of the Customer)

Director/Member of Governing Body
Name: _____

Chairman of Meeting
Name: _____

(Applicable to all Customers)

Specimen of Company Chop

Opt-out from Use of Personal Data in Direct Marketing (Applicable to the Personal Information of the Account Holder (Except Limited Company))

Note: You can check more than one box below.

- The Bank may itself use the personal data of the Account Holder in direct marketing. The Account Holder should check in the box on the left side of this item if you do not wish the Bank itself to use the data of the Account Holder in direct marketing.
- The Bank may, **without any direct gain**, provide the personal data of the Account Holder **to other persons** for their use in direct marketing and, whether or not such persons are members of the Bank's group. The Account Holder should check in the box on the left side of this item if the Account Holder does not wish the Bank, **without any direct gain**, to provide the personal data of the Account Holder to **any other persons** for their use in direct marketing.
- The Bank may provide the personal data of the Account Holder **to other persons** for their use in direct marketing and, **in return for money or other property**, whether or not such persons are members of the Bank's group. The Account Holder should check in the box on the left side of this item if the Account Holder does not wish the Bank to provide the personal data of the Account Holder to any other persons for their use in direct marketing in return for money or other property.

The above represents the present choice of the Account Holder whether or not to receive direct marketing contact or information. This replaces any choice communicated by the Account Holder to the Bank prior to this application.

Please note that the above choice applies to the direct marketing of the classes of products, services and/or subjects as set out in The Personal Data (Privacy) Ordinance - Personal Information Collection (Customers) Statement of the Bank ("Statement"). Please also refer to the Statement for the kinds of personal data which may be used in direct marketing, the classes of persons to which the personal data of the Account Holder may be provided for use in direct marketing and the channel through which the Account Holder may communicate the consent or opt-out request without charge in relation to the intend use of the personal data of the Account Holder.

The Account Holder hereby confirms that the Bank's notification regarding collection, use and provision of personal data as set out in the Bank's Statement have been read and understood.

Signature of the Account Holder: _____

Schedule B

Basic Services

I/We wish to use the BEA Corporate Online for the purposes of giving instruction in relation to Related Accounts and banking services in accordance with and subject to the relevant terms and conditions or other documents from time to time governing the Related Accounts, the use of online banking services as prescribed in the Mandate for the CorporatePlus Account (where applicable) or other documents and/or the relevant terms and conditions or other documents from time to time governing the use of BEA Corporate Online.

Telephone channel is applicable to the account(s) as set out in Schedule C (a Phone User PIN will be provided).

Schedule C

Related Account(s) with the Bank

I/We hereby nominate and request the Bank to accept ALL the existing and subsequently opened current accounts, savings accounts and time deposit accounts held by me/us and maintained with the Bank as a Related Account referred in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time) for the purpose of BEA Corporate Online.

(Remarks: If the settlement account is an All-in-One account, it will default as a statement savings account type.)

Associated Account(s) with the Bank

I/We hereby nominate and request the Bank to accept each of the following accounts held by my/our Subsidiary/Associated Company and maintained with the Bank as an Associated Account referred in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time) for the purpose of BEA Corporate Online.

<u>Account Number</u>	<u>Account Number</u>
015-_____	015-_____
015-_____	015-_____
015-_____	015-_____
015-_____	015-_____
015-_____	015-_____

Associated Accounts are those as indicated in the "Certified Copy of Resolutions" (BCO03) submitted by the customer's Subsidiary/Associated Company herewith and subsequent amendments from time to time. The account listed above must be same as those mentioned in BCO03.

Pre-designated Third Party Account(s) *(Only transfer to such account(s) is allowed)*

I/We hereby nominate and request the Bank to accept each of the following accounts as a pre-designated Third Party Account referred in the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services of the Bank (as amended from time to time) for the purpose of BEA Corporate Online. I/We understand that only fund transfer(s) to the pre-designated Third Party Account(s) is/are allowed and the two-factor authentication process may not be applicable. I/We confirm that I am/we are aware of and accept the risks of adding the pre-designated Third Party Account(s), and conducting fund transfer(s) thereto without requiring two-factor authentication (if applicable).

BEA Account

<u>Account Number</u>	Internet Channel	Telephone Channel	<u>Account Number</u>	Internet Channel	Telephone Channel
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Schedule C

BEA China Account		
<u>Account Number</u>	<u>Account Name</u>	
Other Local Bank Account (for FPS and CHATS)		
<u>Account Number</u> ¹ / <u>FPS Proxy ID</u>	<u>Account Name</u> ²	
<input type="checkbox"/> Account Number <input type="checkbox"/> Mobile No. <input type="checkbox"/> Email Address <input type="checkbox"/> FPS ID		
<input type="checkbox"/> Account Number <input type="checkbox"/> Mobile No. <input type="checkbox"/> Email Address <input type="checkbox"/> FPS ID		
<input type="checkbox"/> Account Number <input type="checkbox"/> Mobile No. <input type="checkbox"/> Email Address <input type="checkbox"/> FPS ID		
<input type="checkbox"/> Account Number <input type="checkbox"/> Mobile No. <input type="checkbox"/> Email Address <input type="checkbox"/> FPS ID		
¹ Account Number can be maximum 34 digits long ² Account Name can be maximum 140 characters		
Other Bank Account for Telegraphic Transfer		
<u>Account Number</u> ³	<u>Account Name and Address</u> ⁴	<u>SWIFT code of Beneficiary Bank</u> ⁵
³ Account number can be maximum 34 digits long (including bank code) ⁴ Account name and address can be maximum 140 characters ⁵ SWIFT code Beneficiary Bank can be 8 or 11 characters		

Schedule D

User Settings																															
We hereby request the Bank to set the user(s) with details as set out below and authorise the Bank to provide the Authorised Person(s) ("AP") login and Signer PIN(s): Please select at least one Authorised Person as a user, otherwise some transactions will be blocked due to lack of authorisation.																															
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Schedule D

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Please select at least one Authorised Person as a user, otherwise some transactions will be blocked due to lack of authorisation.

3	Name			
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	Document Type			
	Issuing Country / Region			
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	Title	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Others
	ID Document No.					
	Document Type					
	Issuing Country / Region					
	Mobile Phone Number ## (for receiving SMS related to BEA Corporate Online)	_____	_____			
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	Email Address					
Username#						
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	Eligible for administrative transactions	<input type="checkbox"/> Administrator**				
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Schedule D

Login PIN for Normal User

Additional Number of login PINs required for Maker(s) designated by AP: _____ (maximum 5)

To protect your account's security, companies with both "Maker" and "Signer" must use "Dual-Control Authorisation" (one user to input transaction, another user(s) with signing authority to sign the transaction) for financial transactions or other non-administrative transactions. If you are requesting a Login PIN for a "Maker" and your company is currently using "Single Authorisation" for these transaction types, please note that the bank will update your Signing Arrangement to "Dual-Control Authorisation." If you prefer different settings, please update them in part C of this form.

Additional Number of login PINs required for Administrator(s) designated by AP: _____ (maximum 5)

To protect your account's security, companies with both "Administrator" and "Authorised Person" must use "Dual-Control Authorisation" (one user to input transaction, another user(s) with signing authority to sign the transaction) for administrative transactions. If you are requesting a Login PIN for "Administrator", and your company is currently using "Single Authorisation" for these transaction types, please note that the bank will update your Signing Arrangement to "Dual-Control Authorisation". If you prefer a different setup, please update the settings in part C of this form.

One-Time Password (OTP) verification may be required during the login process. Please provide a valid mobile number to receive the OTP and complete the login.

Maximum length of Username is 20 and minimum is 6 with alphanumeric characters.

(for Bank use only)	Role	No. of Users	Login PIN	Signer PIN
	AP			
	Signer Only			
	Users (include SysAdm and Normal Users)			

Schedule D

Signing Arrangement <i>(Pre-defined Approval Workflow)</i>			
For approving banking transactions through BEA Corporate Online, the following signing arrangement should be followed:			
<input checked="" type="checkbox"/> Approval Flow Type: Parallel			
<p>Authorisation Setting</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Dual-Control Authorisation</p> <p>In Dual-Control Authorisation, Maker is responsible to input transaction, while Signer (from among the signing groups under “User Settings” in Schedule D or user with signing authority to the transaction type) is responsible to sign the transaction. Dual-Control Authorisation could help to prevent mistakes, fraud, and other types of misconduct.</p> <p>*Remark: For details on the authorisation matrix and the definition of “Maker” ,please refer to the “Terms and Conditions for Corporate Cyberbanking Service and the BEA Corporate Online Services” and the FAQ published by the Bank.</p> </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Single Authorisation</p> <p>Single Authorisation allows a Signer user (from among the signing groups under “User Settings” in Schedule D or user with signing authority to the transaction type), to complete a transaction in a more streamlined workflow (from creation to approval) on his / her own. A Maker is not eligible to use Single Authorisation.</p> </td> </tr> </table>		<p>Dual-Control Authorisation</p> <p>In Dual-Control Authorisation, Maker is responsible to input transaction, while Signer (from among the signing groups under “User Settings” in Schedule D or user with signing authority to the transaction type) is responsible to sign the transaction. Dual-Control Authorisation could help to prevent mistakes, fraud, and other types of misconduct.</p> <p>*Remark: For details on the authorisation matrix and the definition of “Maker” ,please refer to the “Terms and Conditions for Corporate Cyberbanking Service and the BEA Corporate Online Services” and the FAQ published by the Bank.</p>	<p>Single Authorisation</p> <p>Single Authorisation allows a Signer user (from among the signing groups under “User Settings” in Schedule D or user with signing authority to the transaction type), to complete a transaction in a more streamlined workflow (from creation to approval) on his / her own. A Maker is not eligible to use Single Authorisation.</p>
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Administrative Transaction (High Risk)* <i>(Approved by Authorised Person only)</i>			
(Please select one)			
<p>Dual-Control Authorisation</p> <p><input type="checkbox"/> Any one</p> <p><input type="checkbox"/> Any two</p> <p><input type="checkbox"/> Any three</p>	<p>Single Authorisation</p> <p><input type="checkbox"/> Any one</p>		
Administrative Transaction (Low Risk)* <i>(Approved by Authorised Person or Administrator)</i>			
(Please select one)			
<p>Dual-Control Authorisation</p> <p><input type="checkbox"/> Any one</p> <p><input type="checkbox"/> Any two</p>	<p>Single Authorisation</p> <p><input type="checkbox"/> Any one</p>		
Transaction for Related Account(s) or Associated Account(s)*			
(Please select one)			
<p>Dual-Control Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p> <p><input type="checkbox"/> Any two Signers</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer from Group B</p> <p><input type="checkbox"/> Any three Signers</p>	<p>Single Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p>		
Transaction Related to Third Party Account(s)*			
(Please select one)			
<p>Dual-Control Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p> <p><input type="checkbox"/> Any two Signers</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer from Group B</p> <p><input type="checkbox"/> Any three Signers</p>	<p>Single Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p>		
Transaction Related to Autopay, Payroll and Collection *			
(Please select one)			
<p>Dual-Control Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p> <p><input type="checkbox"/> Any two Signers</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A + Any one Signer from Group B</p> <p><input type="checkbox"/> Any three Signers</p>	<p>Single Authorisation</p> <p><input type="checkbox"/> Any one Signer</p> <p><input type="checkbox"/> Any one Signer from Group A</p>		
<p>* Remark: * For the details and scope of such types of administrative and financial transactions, please refer to the FAQ published by the Bank. The Bank may at any times and at its sole discretion make updates either within the FAQ or other channels, including the Bank’s website.</p>			

Schedule D

Daily Transaction Limits

I/We hereby request the Bank to set the transaction limits in relation to transactions carried through BEA Corporate Online as follows:

Internet Channel

Transfer Type	(A) Daily Transaction Limit ^{1,4} (The limit will be shared by the relevant Service Type(s) in column (B))	(B) Daily Sub-Limit for Service Type		Signing Method
		Service Type	Sub Limit ^{1,4}	
Related Account and Associated Account (Max. per day: Unlimited)		N/A	N/A	By Signer PIN only
Pre-designated Third Party Account (BEA and other banks) (Max. per day: HK\$10,000,000)		Fund Transfer & Remittance (Local & Cross-Border) ⁵		By Signer PIN only
		Cross-Border Sub-Limit Only ⁵		
		Bill Payment (including E-bills) ²		Both Signer PIN and OTP are required
Non-designated Third Party Accounts ³ (BEA and other banks) (Max. per day: HK\$1,000,000)		Fund Transfer & Remittance (Local & Cross-Border) ⁵		Both Signer PIN and OTP are required
		Cross-Border Sub-Limit Only ⁵		
Payroll & Auto-pay ⁶ (BEA and other banks) (Max. per day: HK\$3,000,000)		Autopay		Both Signer PIN and OTP are required
		Payroll		
Payroll & Autopay Transfer Limit (per deposit account per day) ⁶		N/A	N/A	N/A

¹ Fields under columns (A) and (B) in the table must be completed.

- Column (B) is the daily sub-limit of column (A).
- The daily sub-limit for each service type in column (B) cannot exceed the corresponding daily transaction limit in column (A), which will be shared by all the relevant service type(s) in column (B). For the avoidance of doubt, notwithstanding the sub-limit stated for the service type in column (B), if the aggregate daily transaction amount of all the relevant service type(s) in column (B) meets the corresponding daily transaction limit in column (A), no further transaction for any of the relevant service type(s) in column (B) can be performed.

² The daily accumulated transaction limit for bill payments classified as high-risk merchant cannot exceed the overall limit for bill payments. The daily transaction limit for high-risk merchant payments applies to all types of merchant except the following:

- Government or Statutory Organisation
- Public Utility
- Education: Primary or Secondary School
- Education: Post-secondary or Specialised Institution

The Bank shall have the right to revise the types of merchant that will fall under the high-risk merchant category from time to time at its own discretion.

³ The transaction limit will be automatically reset to zero if no fund transfer/payment transaction is conducted through BEA Corporate Online for 18 consecutive months.

⁴ If no amount is filled in, the relevant maximum amount will apply (except for non-designated third party accounts).

⁵ The daily accumulated transaction limit for "Cross-Border Sub-Limit Only" cannot exceed the overall daily limit for "Fund Transfer & Remittance (Local & Cross-Border)".

⁶ "Payroll & Autopay Transfer Limit (per deposit account per day)" is the daily transaction limit to each deposit account for individual "Payroll and Autopay" transactions. The daily accumulated transaction amount of "Payroll & Autopay Transfer Limit (per deposit account per day)" cannot exceed the overall daily limit for "Payroll & Autopay".

Note:

There is no daily transaction limit for fund transfers to Related Accounts and Associated Accounts (if applicable). However, please be advised to set the daily transaction limit for these transaction types for security reasons.

Telephone Channel

	Daily Transaction Limit ⁴
Related Account (Max. per day: HK\$1,000,000)	
Pre-designated Third Party Account in BEA (Max. per day: HK\$500,000)	

Note:

Fund transfer to other Local Bank's Pre-designated Third Party Account(s) and Non-designated Third Party Account(s) is not available through telephone channel.

附表 D

每日交易限額

有關通過東亞企業網上銀行進行的交易，本人（等）要求貴行設定以下交易限額：

網上理財

轉賬類別	(A) 賬戶每日交易限額 ^{1,4} (限額將會與(B)欄 相關服務類別共用)	(B) 服務類別分項限額		簽核方法
		服務類別	分項限額 ^{1,4}	
指定賬戶及聯繫戶口(每日最高限額：無上限)		不適用	不適用	使用簽核者密碼
預先登記之第三方戶口(東亞銀行及其他銀行)(每日最高限額：港幣 10,000,000 元)		轉賬及匯款(本地及跨境) ⁵		使用簽核者密碼
		只限跨境分項限額 ⁵		
		賬單繳費 (包括電子賬單繳費) ²		使用簽核者密碼及短訊交易密碼
未登記之第三方戶口 ³ (東亞銀行及其他銀行) (每日最高限額： 港幣 1,000,000 元)		轉賬及匯款(本地及跨境) ⁵		使用簽核者密碼及短訊交易密碼
		只限跨境分項限額 ⁵		
支薪及自動轉賬 ⁶ (東亞銀行及其他銀行) (每日最高限額： 港幣 3,000,000 元)		自動轉賬		使用簽核者密碼及短訊交易密碼
		支薪		
支薪及自動轉賬限額(按賬戶按日計算) ⁶		不適用	不適用	不適用

¹ 表格內的 (A) 及 (B) 欄必須填寫。

- (B) 欄是 (A) 欄的分項限額。

- 每一項 (B) 欄設定的服務類別分項限額不可超過相應的 (A) 欄設定的賬戶每日交易限額，而該賬戶每日交易限額將會被所有相關 (B) 欄服務類別的分項限額共用。為避免生疑問，不論 (B) 欄服務類別分項限額，若 (B) 欄所有相關服務類別的每日總交易金額達到 (A) 欄相應的賬戶每日交易限額，則 (B) 欄任何相關服務類別的進一步交易將不可被執行。

² 高風險商戶之賬單繳費每日累積交易限額不可超過賬單繳費之總限額。高風險商戶繳款之每日交易限額適用於所有收款商戶類別，惟以下商戶類別除外：

- 政府或法定機構
- 公用事業機構
- 教育：小學或中學
- 教育：專上或專業學府

東亞銀行有權不時修訂高風險商戶所包括之商戶類別。

³ 如連續 18 個月沒有使用東亞企業網上銀行服務進行轉賬 / 賬單繳費，交易限額將自動重設為零。

⁴ 如客戶沒有填寫限額，將被設定為相關最高限額（未登記之第三方戶口除外）。

⁵ 「只限跨境分項限額」之每日累積交易限額不得超過「轉賬及匯款（本地及跨境）」之每日總限額。

⁶ 「支薪及自動轉賬限額（按賬戶按日計算）」是指進行「支薪及自動轉賬」交易時，轉賬至個別存款賬戶的每日交易限額。「支薪及自動轉賬限額（按賬戶按日計算）」之每日累積總額不得超過「支薪及自動轉賬」之每日總限額。

註：

轉賬至指定賬戶及聯繫戶口皆不設每日最高交易限額，但基於保安理由，客戶應就這些交易類別預設每日交易限額。

電話理財

賬戶每日交易限額⁴

指定賬戶（每日最高限額為港幣 1,000,000 元）

預先登記之東亞銀行第三方戶口（每日最高限額為港幣 500,000 元）

註：

電話理財並不提供預先登記之其他本地銀行第三方戶口及未登記之第三方戶口轉賬服務。

附表 D

簽署權限 (預設之審批流程)	
在使用東亞企業網上銀行服務批核銀行交易過程中，必須依照以下之簽署權限：	
<input checked="" type="checkbox"/> 審批流程類別：並行	
授權設定 雙控授權 在雙控授權，經辦人員負責建立交易，簽核者(即在附表D「用戶設定」其中一個簽核組別的用戶或該交易類別具簽核權限的用戶)負責批核交易。雙控授權有助減少錯誤、欺詐及其他類型的不當行。	單一授權 單一授權允許簽核者(即在附表 D「用戶設定」其中一個簽核組別的用戶或該交易類別具簽核權限的用戶)以更快捷精簡的流程獨自完成交易(由建立至批核)。經辦人員將不合資格使用單一授權。
* 註： 有關授權分配詳情及「經辦人員」的定義，請參閱東亞銀行發布的「企業電子網絡銀行服務及東亞企業網上銀行條款及細則」及常見問題。	
管理交易 (高風險)* (只可由獲授權人士簽核)	
(請選擇一項)	
雙控授權 <input type="checkbox"/> 任何一位 <input type="checkbox"/> 任何兩位 <input type="checkbox"/> 任何三位	單一授權 <input type="checkbox"/> 任何一位
管理交易 (低風險)* (可由獲授權人士或管理者簽核)	
(請選擇一項)	
雙控授權 <input type="checkbox"/> 任何一位 <input type="checkbox"/> 任何兩位	單一授權 <input type="checkbox"/> 任何一位
指定賬戶或聯繫戶口之交易*	
(請選擇一項)	
雙控授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 <input type="checkbox"/> 任何兩位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位組別 B 之簽核者 <input type="checkbox"/> 任何三位簽核者	單一授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者
第三方戶口之交易*	
(請選擇一項)	
雙控授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 <input type="checkbox"/> 任何兩位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位組別 B 之簽核者 <input type="checkbox"/> 任何三位簽核者	單一授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者
自動轉賬、支薪及收款之交易*	
(請選擇一項)	
雙控授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 <input type="checkbox"/> 任何兩位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者 + 任何一位組別 B 之簽核者 <input type="checkbox"/> 任何三位簽核者	單一授權 <input type="checkbox"/> 任何一位簽核者 <input type="checkbox"/> 任何一位組別 A 之簽核者
* 註： * 有關上述管理及財務交易的詳情及範圍，請參閱東亞銀行發布的常見問題。東亞銀行可就此隨時自行決定並透過常見問題或其他渠道(包括銀行網站)作出更新。	

附表 D

普通用者登入密碼

由獲授權人士指派的經辦人員所需之額外登入密碼數目：_____（最多 5 個）

為保障您的賬戶安全，同時擁有「經辦人員」及「簽核者」的公司必須使用「雙控授權」（一位用戶建立交易，其他具簽核權限的用戶簽核交易）來進行財務交易或其他非管理交易。如果您正在申請「經辦人員」的登入密碼而貴公司於相關交易類別正在使用「單一授權」模式，請留意東亞銀行將把您的簽署權限更新為「雙控授權」。如果您對簽署權限另有安排，請在本表格 C 部分更新有關設定。

由獲授權人士指派的管理者所需之額外登入密碼數目：_____（最多 5 個）

為保障您的賬戶安全，同時擁有「管理者」及「獲授權人士」的公司必須使用「雙控授權」（一位用戶建立交易，其他具簽核權限的用戶簽核交易）來進行管理交易。如果您正在申請「管理者」的登入密碼而貴公司於相關交易類別正在使用「單一授權」模式，請留意東亞銀行將把您的簽署權限更新為「雙控授權」。如果您對簽署權限另有安排，請在本表格 C 部分更新有關設定。

在登入過程中，用戶或需以一次性密碼（OTP）進行身份認證。請提供有效的流動電話號碼用作接收一次性密碼，以完成登入程序。

用戶名稱可以包含 6 至 20 位的字母與數字。

(for Bank use only)	Role	No. of Users	Login PIN	Signer PIN
	AP			
	Signer Only			
	Users (include SysAdm and Normal Users)			

附表 D

7	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
	適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)		
	& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。			
8	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
	適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)		
	& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。			
## 在登入過程中，用戶或需以一次性密碼 (OTP) 進行身份認證。請提供有效的流動電話號碼用作接收一次性密碼，以完成登入程序。 # 用戶名稱可以包含 6 至 20 位的字母與數字。				

附表 D

5	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
	適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)		
	& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。			
6	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
	適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)		
	& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。			
## 在登入過程中，用戶或需以一次性密碼 (OTP) 進行身份認證。請提供有效的流動電話號碼用作接收一次性密碼，以完成登入程序。 # 用戶名稱可以包含 6 至 20 位的字母與數字。				

附表 D

3	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
	適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)		
	& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。			
4	姓名			
	稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太 <input type="checkbox"/> 女士 <input type="checkbox"/> 其他
	身份證明文件號碼			
	身份證明文件類別			
	簽發國家 / 地區			
	流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____	_____
	電郵地址			
	用戶名稱 #			
	用戶權限及用戶身份	請於下方選擇至少一個用戶身份：		
	適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C		
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附表 D

用戶設定																																																								
<p>本人（等）現要求貴行根據下述詳情作用戶設定，並授權貴行提供獲授權人士登入及簽核者密碼： 請至少選擇一名獲授權人士為用戶，否則部分交易會因用戶沒有權限而無法操作。</p>																																																								
1	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">姓名</td> <td colspan="3"></td> </tr> <tr> <td>稱謂</td> <td><input type="checkbox"/> 先生</td> <td><input type="checkbox"/> 小姐</td> <td><input type="checkbox"/> 太太</td> <td><input type="checkbox"/> 女士</td> <td><input type="checkbox"/> 其他</td> </tr> <tr> <td>身份證明文件號碼</td> <td colspan="3"></td> </tr> <tr> <td>身份證明文件類別</td> <td colspan="3"></td> </tr> <tr> <td>簽發國家 / 地區</td> <td colspan="3"></td> </tr> <tr> <td>流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)</td> <td style="width: 20%; text-align: center;">_____</td> <td style="width: 20%; text-align: center;">_____</td> <td colspan="2"></td> </tr> <tr> <td>電郵地址</td> <td colspan="3"></td> </tr> <tr> <td>用戶名稱 #</td> <td colspan="3"></td> </tr> <tr> <td>用戶權限及用戶身份</td> <td colspan="4">請於下方選擇至少一個用戶身份：</td> </tr> <tr> <td style="width: 25%;">適用於財務及其他非管理交易</td> <td colspan="4"> <input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C </td> </tr> <tr> <td>適用於管理交易</td> <td colspan="4"> <input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份) </td> </tr> <tr> <td colspan="5"> & 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。 </td> </tr> </table>	姓名				稱謂	<input type="checkbox"/> 先生	<input type="checkbox"/> 小姐	<input type="checkbox"/> 太太	<input type="checkbox"/> 女士	<input type="checkbox"/> 其他	身份證明文件號碼				身份證明文件類別				簽發國家 / 地區				流動電話號碼 ## (用作收取東亞企業網上銀行相關之電話短訊)	_____	_____			電郵地址				用戶名稱 #				用戶權限及用戶身份	請於下方選擇至少一個用戶身份：				適用於財務及其他非管理交易	<input type="checkbox"/> 經辦人員 & <input type="checkbox"/> 簽核者 ^ (請選擇以下其中一項，否則此用戶將被設定為「簽核者 - A」) (指定簽核組別 - 必 填) <input type="checkbox"/> 簽核者 - A <input type="checkbox"/> 簽核者 - B <input type="checkbox"/> 簽核者 - C				適用於管理交易	<input type="checkbox"/> 管理者 ** <input type="checkbox"/> 獲授權人士 * (已包括管理者之身份)				& 經辦人員可以「查看/ 建立」財務及其他非管理交易。 ^ 簽核者可以「查看/ 建立/ 簽核」財務及其他非管理交易。請提供簽核者的身份證明文件副本以核實身份。 * 獲授權人士可以「查看/ 建立/ 簽核」高風險及低風險管理交易。 ** 管理者可以「查看/ 建立/ 簽核」低風險管理交易。				
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附表 C

東亞銀行中國賬戶		
賬戶號碼	賬戶名稱	
其他本地銀行賬戶 (適用於轉數快和銀行電子過賬系統)		
賬戶號碼 ¹ / FPS Proxy ID	賬戶名稱 ²	
<input type="checkbox"/> 賬戶號碼 <input type="checkbox"/> 流動電話號碼 <input type="checkbox"/> 電郵地址 <input type="checkbox"/> 轉數快識別代碼		
<input type="checkbox"/> 賬戶號碼 <input type="checkbox"/> 流動電話號碼 <input type="checkbox"/> 電郵地址 <input type="checkbox"/> 轉數快識別代碼		
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<input type="checkbox"/> 賬戶號碼 <input type="checkbox"/> 流動電話號碼 <input type="checkbox"/> 電郵地址 <input type="checkbox"/> 轉數快識別代碼		
¹ 賬戶號碼最長為 34 位數字 ² 賬戶名稱最多為 140 個字		
經電匯轉賬之賬戶		
賬戶號碼 ³	賬戶名稱及地址 ⁴	收款人銀行 SWIFT 代碼 ⁵
³ 賬戶號碼最長為 34 位數字 (包括銀行代號) ⁴ 賬戶名稱及地址最多為 140 個字 ⁵ 收款人銀行 SWIFT 代碼為 8 個字或 11 個字		

附表 B

基本服務
<input checked="" type="checkbox"/> 本人(等)欲授權透過東亞企業網上銀行服務發出指示以運作指定賬戶和銀行服務。本人(等)亦將按照及遵守不時修訂有關指定賬戶之章則或其他文件、企業綜合理財戶口委託書內之東亞企業網上銀行服務之章則或不時修訂有關使用東亞企業網上銀行服務之其他文件。
<input checked="" type="checkbox"/> 電話理財服務適用於附表 C 所指明之賬戶(將提供一個電話使用者密碼)

附表 C

於東亞銀行之指定賬戶					
<input checked="" type="checkbox"/> 本人(等)現指定(並要求貴行接受)自動連結本人(等)所有於東亞銀行現有及將來開立之往來賬戶,儲蓄賬戶及定期存款賬戶為不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則之指定賬戶。 (註:若結算賬戶為綜合理財戶口,儲蓄賬戶將指定為結算賬戶。)					
於東亞銀行之聯繫戶口					
為東亞企業網上銀行服務之目的,本人(等)現指定(並要求貴行接受)以下本人(等)之附屬/聯營公司於貴行持有的賬戶為不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則中所載的聯繫戶口:					
賬戶號碼					賬戶號碼
015-_____					015-_____
015-_____					015-_____
015-_____					015-_____
015-_____					015-_____
015-_____					015-_____
聯繫戶口為受存於由本人(等)之附屬/合夥機構現在及以後不時交予東亞銀行之經核實決議副本(BCO 03)之更改所約束。以上賬戶須與 BCO 03 列明之賬戶相同。					
預先登記之第三方戶口(只接受轉賬存款)					
為東亞企業網上銀行服務之目的,本人(等)現指定(並要求貴行接受)以下賬戶為不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則中所載的預先登記之第三方戶口。本人(等)明白此等預先登記之第三方戶口只可接受轉賬款項及雙重認證可能不適用。本人(等)確認本人(等)已知道並接受加入預先登記之第三方戶口及在無需雙重認證下轉賬至預先登記之第三方戶口之風險(如適用)。					
東亞銀行賬戶					
賬戶號碼	網上理財	電話理財	賬戶號碼	網上理財	電話理財
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	015-_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

本人（等）茲確認上述決議乃屬真確，並已記載在客戶於 _____ 年 _____ 月 _____ 日依據組織大綱或公司組織文件（視屬何情況而定）在 _____

舉行之董事會或客戶管理組織會議（視屬何情況而定）獲正式通過之會議記錄內。

（如客戶為獨資商號或合夥 # 經營者）

東主 / 合夥人 姓名： _____ 合夥人 姓名： _____

東主 / 合夥人 姓名： _____ 合夥人 姓名： _____

* 如客戶為合夥經營者，此等決議必須由所有合夥人簽署

（如客戶為法團或非法團性質或組織，此等決議必須由根據組織大綱或公司組織文件組成會議法定出席人數之每名董事或（視屬何情況而定）管理團體成員簽署）

董事 / 管理團體成員 姓名： _____ 會議主席 姓名： _____

（適用於所有客戶）

公司印章式樣 _____

選擇拒絕在直接促銷中使用個人資料

（適用於戶口持有人之個人資料（有限公司除外））

註：戶口持有人可在以下多於一個方格內加上剔號 ☐

- 本行本身可能會使用戶口持有人的個人資料作直接促銷。如戶口持有人不希望本行本身在直接促銷中使用戶口持有人的個人資料，請在此項左邊的方格內加上剔號。
- 本行可能在沒有直接回報的情況下將戶口持有人的個人資料提供予其他人士，以供該等人士在直接促銷中使用，不論該等人士是否本行集團成員。如戶口持有人不希望本行在沒有直接回報的情況下將戶口持有人的個人資料提供予任何其他人士，以供該等人士在直接促銷中使用，請在此項左邊的方格內加上剔號。
- 本行可能將戶口持有人的個人資料提供予其他人士，以供該等人士在直接促銷中使用（不論該等人士是否本行集團成員），以獲得金錢或其他財產的回報。如戶口持有人不希望本行將戶口持有人的個人資料提供予任何其他人士供該等人士在直接促銷中使用，以獲得金錢或其他財產的回報，請在此項左邊的方格內加上剔號。

以上代表戶口持有人目前就是否希望收到直接促銷聯繫或資訊的選擇，並取代戶口持有人於本申請前向本行傳達的任何選擇。

請注意戶口持有人以上的選擇適用於本行的「個人資料（私隱）條例 - 個人資料收集（客戶）聲明」（「該聲明」）中所列出的產品、服務及 / 或標的類別的直接促銷。戶口持有人亦可參閱該聲明以得知在直接促銷中可使用的個人資料的種類、戶口持有人的個人資料可提供予什麼類別的人士作直接促銷用途、及戶口持有人可在無需向本行繳費的情況下就戶口持有人的個人資料擬進行之使用傳達同意或拒絕要求的途徑。

戶口持有人在此確認已細閱及明白該聲明，本行收集、使用及提供個人資料的有關條文通知。

戶口持有人簽署： _____
（文義如與英文本有歧異，以英文本為準）

附表 A

經核實決議副本

出席：-

公告及會議法定人數：- 會議通告已正式發出及會議出席人數符合法定人數，並已通過以下決議：

1. 向貴行申請使用東亞企業網上銀行服務。
2. 以下第 8 段所述的每一位人士均獲委任為貴行不時更改之企業電子網絡銀行服務及東亞銀行企業網上服務條款及細則所定義的獲授權人士。在不限於上述的情況下，各獲授權人士均有權代表客戶向貴行發出指示處理及完成以下各項：
 - a. 處理不時載於貴行記錄之所有現有及將來於貴行開立之指定賬戶及載於附表 C 並已被選擇之聯繫戶口及其後於貴行不時開立之之聯繫戶口之任何交易，及 / 或刪除該等指定賬戶及聯繫戶口。
 - b. 增加 / 刪除預先登記之第三方口；
 - c. 設定及更改交易限額；
 - d. 申請東亞企業網上銀行服務下不時由貴行提供的各種服務(不論東亞企業網上銀行服務的各種服務是否載於附表 B 內已被選擇)；
 - e. 暫停東亞企業網上銀行服務之有關服務；
 - f. 更改登記地址及處理所有文件、收據、通知、指引及其他重要文件；及從貴行收取任何資料、文件、及私人密碼。
3. 確認(客戶不時為東亞企業網上銀行服務委任之)獲授權人士將被授予全權以東亞企業網上銀行服務客戶之名義申請使用東亞企業網上銀行服務下不時由貴行提供的各種服務，及代表客戶同意並接受所有貴行不時更改之要求及使用章則。
4. 確認東亞企業網上銀行服務之獲授權人士將被授予以東亞企業網上銀行服務客戶之名義使用東亞企業網上銀行服務，並由貴行給予「私人密碼」，及獲授權人士有權或被視為獲客戶授權將密碼分發予任何獲授權人士指定之使用者並根據貴行之章則使用東亞企業網上銀行服務。客戶有責任採取適當措施，不時監察及控制東亞企業網上銀行服務之使用。貴行無須對任何指示之合理性及確實性負責。
5. 確認所有使用者無論使用貴行給予之用戶名稱及 / 或密碼，或自定之用戶名稱及 / 或密碼使用東亞企業網上銀行服務，已經閱讀及同意遵守東亞企業網上銀行服務之規則，包括但不只限於不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則、指引及貴行其他章則，並在任何情況下，以包括但不只限於不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則為本及客戶須為所有指示之交易負責。
6. 確認已獲發使用企業電子網絡銀行服務之登入號碼及 / 或私人密碼之人士，及自行選取東亞企業網上銀行服務之登入號碼及 / 或私人密碼之人士，已閱讀及同意遵守現行及不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則及受其約束，並同意遵照於不同之有關文件及表格列明的所有使用東亞企業網上銀行服務的程序及指示、東亞企業網上銀行之用戶手冊及貴行之不同服務之章則。所有的規則最終會以企業電子網絡銀行服務及東亞企業網上銀行條款及細則為優先及任何經此登入號碼及 / 或私人密碼發出之指示之交易，因貴行依據或由客戶發出之指示而完成之交易，均有決定性及對客戶有約束力。
7. 以下個人為現時指派之獲授權人士：

姓名	身份證／護照號碼 ***	簽署式樣

以下每一位個人為現時指派之獲授權人士(客戶不時為東亞企業網上銀行服務指定)代表本客戶處理與貴行之所有商業事情及 / 或經由東亞企業網上銀行服務 / 電話理財服務 / 流動電話理財服務所指示之交易及根據貴行章則使用東亞企業網上銀行服務。在不局限於以上所述的情況下，每一位獲授權人士均獲授權代表客戶就東亞企業網上銀行服務作出申請、取消及發出指示及代表客戶發出指示予貴行執行及完成載於此經核實決議副本之各項目的。

*** 另附獲授權人士之身份證明文件副本。

8. 以下任何一名人士為現時指派之獲授權人士以回應任何認證請求，來領取、啟動、重設密碼或執行與本行不時提供的各種東亞企業網上銀行服務相關之其他操作：

姓名 ¹	身份證／護照號碼	登記的流動電話號碼 ^{2,3}	
		國家編號	地區編號(如有)+ 電話號碼

註：

¹ 上述各人必須同時為客戶在上文第 7 段中委任的獲授權人士。

² 一次性專用密碼將透過短訊發送到相關獲授權人士登記的流動電話號碼，以進行啟動密碼、重設密碼及 / 或其他的認證請求。

³ 客戶填寫登記的流動電話號碼必須為有效。無效的流動電話號碼將無法進行啟動密碼、重設密碼及 / 或其他的認證請求。若獲授權人士之登記流動電話號碼已更改，請獲授權人士在合理可行的時間內儘快通知本行以更新其記錄。

9. 確認貴行有權根據不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則自行決定會否處理任何有關聯繫戶口之客戶指示是否已獲有效授權，尤其是該客戶指示與本授權者已給予有關聯繫戶口之其他指示或委託書有衝突或可能有衝突或有任何不銜接之處。
10. 確認獲授權人士不時指定及委派的任何一位簽核者獲授權代表客戶不時根據不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則使用東亞企業網上銀行服務。
11. 確認此等決議須向貴行呈報及維持有效，直至修訂決議經客戶之董事會或管理組織通過(視屬何情況而定)，及貴行收到經會議主席核實之正本。
12. 企業電子網絡銀行服務及東亞企業網上銀行條款及細則內所定義的詞義與本表格相同。

致：東亞銀行有限公司（「貴行」）

東亞企業網上銀行服務申請表

公司／商號／組織名稱：_____（「客戶」）
商業登記證號碼：_____
公司註冊號碼（如適用）：_____
聯絡電話號碼：_____ 電郵地址 *# _____
東亞企業網上銀行賬戶號碼：_____

* 個別交易狀況之更新及企業電子網絡銀行服務資訊將發送致此電郵地址。

電郵地址是必須提供的資料和必須為有效。

1. 本客戶茲要求並授權貴行給予本客戶使用貴行之東亞企業網上銀行服務。有關本客戶使用貴行之東亞企業網上銀行服務之經核實決議副本已載於附表 A。本客戶已閱讀並同意遵守現行及不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則及其約束，並同意遵照貴行於不同之有關文件及表格列明的所有使用東亞企業網上銀行服務的程序及指示、東亞企業網上銀行服務之用戶手冊及貴行之不同服務之章則。所有的規則最終會以本客戶已閱讀並同意遵守現行及不時更改之企業電子網絡銀行服務及東亞企業網上銀行條款及細則為優先。
2. 本客戶茲要求並授權貴行給予本客戶使用貴行載於附表 B 之附加服務，並瞭解當有新服務及 / 或新產品透過東亞企業網上銀行服務推出時，除非本客戶通知貴行拒絕接受，否則將會受因有關新服務及 / 或新產品所增加及 / 或修訂之企業電子網絡銀行服務及東亞企業網上銀行條款及細則所約束。
3. 本客戶瞭解必須核對清楚以下所載之有關賬戶、聯繫賬戶、第三方戶口、其他本地及海外銀行之賬戶及其他載於附表 C 之資料。如有任何錯漏或由此而引起之任何後果，貴行均完全無需負責。
4. 為使用東亞企業網上銀行服務進行銀行交易，請提供載於附表 A 經核實決議副本之獲授權人士多個登入密碼、一個電話理財密碼（如適用）及多個簽核者密碼。本客戶現附上獲授權人士之身份證 / 護照副本。本客戶明白及接納獲授權人士將有責任管理及監控東亞企業網上銀行服務的使用及將被視為有權力指派及任命任何密碼之使用者，並對因密碼之不當使用、誤用、偷竊或遺失所導致之結果負責。按貴行規定之密碼結構，本客戶茲要求貴行依照附表 D 所載之授權指示及每日交易限額處理於東亞企業網上銀行服務之交易。

領取密碼

請將東亞企業網上銀行密碼：

送至 _____ 分行以便本人（等）簽收。

郵寄至登記於東亞銀行之通訊地址供以便本客戶簽收。本客戶明白及同意東亞銀行可將所有有關東亞企業網上銀行的文件包括東亞企業網上銀行密碼寄往本客戶賬號：_____於東亞銀行記錄之指定通訊地址。

1. 本客戶明白、接受及承擔一切因使用非本人(等)主要營運地點，包括但不限於公司秘書，作為收取東亞銀行寄給本客戶所有文件/資料/東亞企業網上銀行密碼等的通訊地址的所有風險。
2. 本客戶明白及同意東亞銀行有權在其認為合適的情況下向本客戶的指定通訊地址寄發通訊。
3. 本客戶確認本客戶以上之指定通訊地址有效，並承諾如本客戶之指定通訊地址有任何變更，將立即通知東亞銀行。

企業電子網絡銀行服務及東亞企業網上銀行條款及細則內所定義的詞義與本表格相同。

S.V.

Authorised Signature(s) 授權簽署

(Please use the signature(s) on record at BEA 請用留存東亞銀行記錄之印鑑簽署)

For Bank Use Only

Handled by:	Checked by:
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