

Change of User Accounts & Services Access Rights under BEA Corporate Online
更改東亞企業網上銀行服務內之用戶賬戶及服務權限

I/We request and authorise BEA to carry out the following instruction(s). I/We agree to be bound by, shall procure and ensure that each user named in this form complies with, the Terms and Conditions for Corporate Cyberbanking and BEA Corporate Online Services or (for CorporatePlus Account) Section 5 (BEA Corporate Online) under Part B Bank Product and Service Conditions of the CorporatePlus Account Terms and Conditions of BEA (as amended from time to time) (where applicable). I/We agree that any act, omission, default or breach by any such user in connection with BEA Corporate Online shall be deemed to be the act, omission, default or breach of me/us and the account.

本人（等）現要求並授權東亞銀行執行以下指示。本人（等）同意接受東亞銀行現行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或（適用於企業綜合理財戶口）企業綜合理財戶口條款及細則下 B 部銀行產品及服務條款第 5 條（東亞企業網上銀行服務）約束（不時修訂）（如適用），並將促使及確保本表格中所列之每一位用戶遵守該等條款及細則。本人（等）同意，任何該等用戶在使用東亞企業網上銀行時的行為、不作為、失責或違反，均視為本人（等）及本人（等）之賬戶之行為、不作為、失責或違反。

(This form is for updating User Accounts & Services Access Rights based on existing Accounts and Services settings only. To add any new services or accounts, please complete and submit form BCO06.)

(Each form allows **ONE type of request** for one or multiple users only. For different request types, please submit separate forms.)

（本表格僅適用於根據現有賬戶及服務設定更改用戶賬戶及服務權限，如需要新增服務或賬戶，請先填寫及遞交 BCO06 表格。）

（每份表格僅可提交一種申請類型，但可適用於一位或多位用戶。如需不同類型之申請，請另行填寫並提交表格。）

Account Information 賬戶資料					
BEA Corporate Online Account Number 東亞企業網上銀行賬戶號碼					
Account Name 賬戶名稱					
Business Registration Certificate No. 商業登記證號碼					
Certificate of Incorporation No. (If applicable) 公司註冊證書號碼（如適用）					
User Information 用戶資料					
	1	2	3	4	5
Username 用戶名稱					
User Document Type 用戶身份證明文件類別					
User ID Document No. 用戶身份證明文件號碼					
I/We request and authorize BEA to carry out the following instruction to all the abovenamed users : 本人（等）現要求並授權東亞銀行為 <u>上述所有用戶</u> 執行以下指示：					
(Please select ONE of the updates and put a <input checked="" type="checkbox"/> where appropriate) (請選擇以下其中 <u>一項</u> 更新，並在適當的方格內加 <input checked="" type="checkbox"/>)					
<input type="checkbox"/> Only add the accounts and services stated in the section below, and keep other existing settings unchanged 僅增加以下部分所示的賬戶及服務，其他現有設定維持不變					
<input type="checkbox"/> Reset all existing accounts and services, and add the accounts and services stated in the section below 重設所有現有賬戶及服務，並增加以下部分所示的賬戶及服務 (Please note that selecting this option will reset all existing accounts and services access rights, and updates will be applied based on the selections made in the section below) (請注意：選擇此選項將重設所有現有賬戶及服務權限，並根據以下部分所選擇的項目更新)					
<input type="checkbox"/> Delete existing accounts and services 刪除現有賬戶及服務					
<input type="checkbox"/> Copy from existing user's (Username: _____) accounts and services access rights 複製自現有用戶 (用戶名稱：_____) 的賬戶及服務權限 (Please note that if the copied user has any changes to their accounts and services access rights in the future, those changes will not be applied to this user. Certain functions may not be copied if this user does not hold the required user roles. For example, "Stock Trading" is only applicable to users with both Authorised Person and Signer user roles, and will not be assigned to users who do not meet these requirements.) (請注意：被複製之用戶賬戶及服務權限日後如有任何更改，將不會同步更新至此用戶。另外，如此用戶未有特定用戶身份，部分功能將不會複製至此用戶。例如，「股票買賣」功能僅適用於同時具備簽署者及獲授權人士身份的用戶，未具備該身份的用戶將不會獲分配該功能。)					

Change of User Accounts & Services Access Rights**更改用戶賬戶及服務權限**

Select Account(s) 選擇賬戶	<input type="checkbox"/> All Accounts (including related and associated accounts) 所有賬戶 (包括指定及聯繫賬戶) 1. 015 - _____ 5. 015 - _____		
	<input type="checkbox"/> Specific Accounts (Listed on the right) 特定賬戶 (右方列表賬戶) 2. 015 - _____ 6. 015 - _____		
	<input type="checkbox"/> All Accounts (Except those listed on the right) 所有賬戶 (右方列明賬戶除外) 3. 015 - _____ 7. 015 - _____		
	4. 015 - _____ 8. 015 - _____		
Select Service(s) 選擇服務	<input type="checkbox"/> All Services 所有服務		
	<input type="checkbox"/> Current and Savings Account Enquiry 往來及儲蓄賬戶查詢	<input type="checkbox"/> Time Deposit 定期存款	<input type="checkbox"/> Cheque Services 支票服務
	<input type="checkbox"/> Transfer to Own Accounts & Foreign Exchange (FX) Transaction (including related & associated accounts) 轉賬至本公司賬戶及外匯交易 (包括指定及聯繫賬戶)	<input type="checkbox"/> Transfer to Other BEA (HK) Accounts 轉賬至其他東亞銀行賬戶	<input type="checkbox"/> Transfer to Other Local or Overseas Account(s) 轉賬至本地或海外賬戶
	<input type="checkbox"/> Remittance Enquiry 匯款查詢	<input type="checkbox"/> Bill Payment 賬單繳費	<input type="checkbox"/> Third Party Service Provider Consent Management 第三方服務供應商同意管理
	<input type="checkbox"/> e-Direct Debit Authorisation (eDDA) 電子直接付款授權	<input type="checkbox"/> Liquidity Management 流動資金管理	<input type="checkbox"/> Mandatory Provident Fund Service for Scheme(s) (MPF) 強制性公積金服務
	<input type="checkbox"/> Investment Account Enquiry & Investment e-Advice 投資賬戶查詢及投資電子交易通知	<input type="checkbox"/> Risk Assessment ^ 風險評估 ^	<input type="checkbox"/> Stock Trading through the Internet ^ 透過互聯網買賣股票 ^
	<input type="checkbox"/> Trade and Loan Dashboard 貿易和貸款主目錄	<input type="checkbox"/> FPS Addressing Service 轉數快賬戶綁定服務	<input type="checkbox"/> Alert Subscription 提示設定
	<input type="checkbox"/> e-Statement / e-Advice Services 電子結單 / 電子交易通知	<input type="checkbox"/> FPS Merchant Payment Service 「轉數快」商戶收款服務	<input type="checkbox"/> Merchant Services 商戶服務
	<input type="checkbox"/> Autopay, Payroll and Collections 支薪、自動轉賬及收款	<input type="checkbox"/> View All Company Activity Log 查看公司所有活動日誌	
	<input type="checkbox"/> Sensitive Data Check (Hide Sensitive Transaction Records) 敏感數據檢查 (隱藏敏感交易記錄)		
	^ Applicable to users with both Signer and Authorised Person user roles only 僅適用於同時具備簽核者及獲授權人士身份之用戶		

I/We confirm that:

- (i) each user specified in this form has been duly authorised by us in accordance with our internal governance procedures and applicable laws to access and use BEA Corporate Online and the relevant accounts and services. The Bank is entitled to rely on such authorisation and designation without further enquiry;
- (ii) nothing herein contained shall affect the validity of any transactions done through various electronic channel(s) of BEA Corporate Online before our request hereof is effected by the Bank;
- (iii) we have read and agreed to the Bank's Personal Information Collection Statement (Customers) (<https://www.hkbea.com/pdf/en/bea-information-collection-statement.pdf>); and
- (iv) any request or instruction made under this form shall take effect only when it has been processed and effected by the Bank.

本人(等)確認:

- (i) 本表格中列明的每一位用戶,均已根據本人(等)的內部管治程序及適用法律,獲正式授權以使用東亞企業網上銀行及相關賬戶與服務。本行有權依賴該等授權及指定,而毋須作出任何進一步查詢;
- (ii) 本表格內任何內容,均不會影響在本行尚未完成處理並生效本人(等)的本次申請前,透過東亞企業網上銀行各種電子渠道所進行的任何交易之有效性;
- (iii) 本人(等)已閱讀並同意本行之《個人資料收集聲明(客戶)》(<https://www.hkbea.com/pdf/tc/bea-information-collection-statement.pdf>);及
- (iv) 根據本表格作出的任何申請或指示,僅在本行完成處理並生效後方會生效。

In case of any discrepancy or inconsistency between the English and Chinese versions of this form, the English version shall prevail.

如本表格的中英文版本之間有任何歧異或不一致之處,概以英文版本為準。

S. V.

Authorised Signature(s) 授權簽署

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