



WCAS IQA

Business Internet Banking Service Activation PIN and Security Device Request Form

商務「網上理財」服務啟動密碼及保安編碼器申請表格

Note 注意:

- We will normally process your request within 7 working days of receiving the form.
我們一般會在收到申請表後七個工作天內處理你的指示。
- Please return your completed and signed form by:
(1) online submission (in Business Internet Banking, go to 'e-Form Submission Centre', select 'Ways to Bank' as the service, select respective form to upload the scanned form), or
(2) posting it to us at The Hongkong and Shanghai Banking Corporation Limited, PO Box 72677, Kowloon Central Post Office, Kowloon, Hong Kong, or
(3) bringing it to any of our Commercial Service Centres. To find your nearest Commercial Service Centre, please visit <http://www.business.hsbc.com.hk/en-gb/everyday-banking/ways-to-bank/commercial-service-centres>.
請將已填妥並簽署的表格透過:
(1) 網上提交 (商務「網上理財」使用者可於登入後進入「電子表格遞交中心」, 選擇服務種類為「理財服務」及相應表格, 再上傳表格的掃描副本), 或
(2) 寄回九龍中央郵政局郵政信箱72677號「香港上海滙豐銀行有限公司」收, 或
(3) 交回任何商業客戶服務中心。查閱商業客戶服務中心地址, 請瀏覽 <http://www.business.hsbc.com.hk/zh-hk/everyday-banking/ways-to-bank/commercial-service-centres>。
- Please complete in English (**BLOCK LETTERS**) and tick where applicable. 請用英文大楷填寫, 並在適當的地方加上剔號。
- If you have any problem filling in this form, please contact us on (852) 2748 8288. 如於填寫表格時有任何疑問, 請致電 (852) 2748 8288 與我們聯絡。

1. Business Internet Banking service user information 商務「網上理財」服務使用者資料

You can find your principal account number and user short name under your profile name in the upper right-hand corner of Business Internet Banking.
你可在商務「網上理財」右上角, 我的業務名稱下查閱你的主要戶口號碼及使用者簡稱。

Please provide your user short name if you have more than one user profile under the same ID number.
如同一身份證明文件號碼下擁有多於一個使用者業務, 請提供使你的用者簡稱。

Registered principal account number

已登記主要戶口號碼

User's full name (English)

使用者全名 (英文)

User's identification document type

使用者身分證明文件種類

 Hong Kong Identity Card 香港身分證 Passport 護照 Others 其他

User's identification document number

使用者身分證明文件號碼

User short name (optional)

使用者簡稱 (可選填)

2. Request new Business Internet Banking service activation PIN and/or Security Device 申請商務「網上理財」服務的啟動密碼及/或保安編碼器

 Authentication code, activation PIN and Security Device 認證編號、啟動密碼及保安編碼器 Authentication code and activation PIN 認證編號及啟動密碼Request type 申請種類 Security Device only 只需保安編碼器 Acknowledgement Notice 確認通知

- The activation PIN and Security Device have been received by you to access Business Internet Banking Service. Your account will be activated. 本行確認你已收到商務「網上理財」服務的啟動密碼及保安編碼器。本行將為你啟動戶口。

The authentication code will be sent via SMS to the mobile phone number provided by you. If you wish to change the phone number, please update online by logging on to Business Internet Banking and going to "Administration Tools" > "Modify User Details".
認證編號將會以短訊發送到你提供的流動電話號碼。如要更改, 可登入商務「網上理財」進入「戶口管理」頁面下的「更改使用者資料」服務作出更改。請選擇領取啟動密碼及保安編碼器的方式。

Please select your preferred collection method for the activation PIN and security device.

 Send to the correspondence address of ^②business account number via
以下列方式寄往^②商業戶口 的通訊地址 Normal Mail 普通郵件 Registered Mail 掛號郵件 Courier 速遞 Collect in person at the following ^③Commercial Service Centre or Commercial Transaction Centre:
親自前往下列商業客戶服務中心或工商交易中心領取:Collection method
領取方式**Note** 注意:

- ^① It must be a Hong Kong dollar/foreign currency current account, a Hong Kong dollar/CombiNations statement savings account or a Business Integrated account. 此戶口必須為港元/外幣往來戶口、港元/「外幣通」結單儲蓄戶口或商業綜合戶口。
- ^② For the list of centres, please visit <http://www.business.hsbc.com.hk/en-gb/everyday-banking/ways-to-bank/commercial-service-centres>. 有關中心名單, 請參閱 <https://www.business.hsbc.com.hk/zh-hk/products/commercial-service-centres>。
- A handling charge will be levied on delivery via registered mail or courier. For details please refer to <https://www.online-banking.business.hsbc.com.hk/portalservice/hsbc/dbbpage/commercial/online/helpertext/pindelivery>. 如選擇掛號郵件或速遞, 本行會取手續費。詳情請參閱 <https://www.online-banking.business.hsbc.com.hk/portalservice/hsbc/dbbpage/commercial/online/helpertext/pindelivery?lang=zh>。
- The collection method selected above will be applied to all the Primary Users and Secondary Users created afterward. 以上所選擇的領取方式將會適用於所有日後設定的主要使用者及普通使用者。
- Business Internet Banking Security Device Issuance/Replacement Fee will apply (Request of new Security Device(s)). Please refer to Commercial Banking Tariffs at <https://www.business.hsbc.com.hk/en-gb/resource-centre/commercial-tariffs>. 本行將收取申請/更換商務「網上理財」保安編碼器費用 (新保安編碼器的申請), 請登入 <https://www.business.hsbc.com.hk/zh-hk/resource-centre/commercial-tariffs> 參閱工商金融服務收費簡介。

3. Declaration by the Primary User 主要使用者聲明

1. I/We confirm that the information given in this form is correct and complete, and authorise you to confirm this from any source you may choose.
本人(等)證實此表格資料乃屬真實及詳盡,並授權貴行可向任何方面查證。
2. I/We have read and understand (i) the notes, terms and conditions set out in this form and (ii) the Business Internet Banking Terms and Conditions (found at <https://www.online-banking.business.hsbc.com.hk/portalserver/hsbc/dbbpage/commercial/online/terms>) and agree to be governed by them.
本人(等)已閱讀及明白(i)此表格上列明的「注意」事項以及條款及細則(ii)商務「網上理財」服務的條款的內容(列於:<https://www.online-banking.business.hsbc.com.hk/portalserver/hsbc/dbbpage/commercial/online/terms?lang=zh>),並同意接受該等條款約束。
3. I/We understand that the above instructions will not take effect until they have been duly processed by the Bank.
本人(等)明白以上指示將不會生效,直至經貴行適當地處理。

Full name in BLOCK LETTERS 全名(請用正楷填寫)

Primary User's signature 主要使用者簽署

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For Bank Use Only 銀行專用

FW	VP/SVP Approval <i>(if applicable)</i>
Branch Chop and Authorised Signature	<i>(Name and Authorised Signature)</i>