

農行香港分行企業網上銀行服務修訂 / 終止表格

ABCHK Corporate Online Banking Services Amendment/Termination Form

To : Agricultural Bank of China Limited, Hong Kong Branch (the "Bank") ("ABCHK")

致 : 中國農業銀行股份有限公司香港分行(「銀行」)(「農行香港分行」)

請用正楷填寫本表格，並在適當方格(□)內加上"✓"號。如欄位不敷應用，請用附頁。

Please complete this amendment/termination form in BLOCK LETTERS and "✓" the boxes (□) where appropriate. Please use supplementary sheets if necessary.

客戶向銀行申請修訂/終止農行香港分行企業網上銀行服務。詳情如下：

Customer applies the Bank to amend/terminate the ABCHK Corporate Online Banking Services in the manner specified below:

☒ PART A 甲部 CUSTOMER INFORMATION 客戶資料

Name of Customer 客戶名稱 Name of Customer in English 客戶名稱 (英文) Name of Customer in Chinese 客戶名稱(中文)		Customer Number (Six digits) 客戶號碼 (六位數) <table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						
Business Registration Type and Number 商業登記文件類型及號碼 ☐ Certificate of Incorporation Number 公司註冊證書號碼: _____ ☐ Business Registration Certificate Number 商業登記證號碼: _____ ☐ Others 其他 (Please specify 請註明): _____								

☐ PART B 乙部 ADDITION OF USER(S) 新增用戶

For the purpose of performing banking transactions under the Corporate Online Banking Services, please provide the undersigned Authorised Person(s) (1 Administrator and 1 to 4 Operators (If applicable)). We submitted the certified true copy of ID card and passport of Authorised Person(s) herewith. We understand and accept that the undersigned Authorised Person(s) will be deemed as user(s) of Corporate Online Banking Services and should be liable to any consequences arisen from the improper use, misuse, theft of loss. We hereby request the Bank to carry out the instructions of the authorization in accordance with the daily transaction limits as set out in Part C for banking transactions under the Corporate Online Banking Services.

為使用企業網上銀行服務進行銀行交易，請提供下述授權人士為企業網上銀行服務的用戶(一個管理員及一至四個操作員(如適用))並附上授權人士之身份證和護照的核證副本。本客戶明白為接納下述授權人士為企業網上銀行服務之用戶，並對因企業網上銀行服務之不當使用、誤用、偷竊或遺失所導致之結果負責。本客戶要求銀行依照內部所載之每日交易限額處理企業網上銀行服務之交易。

User Name in English (Compulsory) 用戶英文姓名 (必填)	User Name in Chinese (if any) 用戶中文姓名 (如有)	Identification Document 身份證明文件	Authorization Class 授權級別	For Bank Use Only 銀行專用 Certificate / USBkey Number
		Type 類型	Administrator 管理員	Certificate Number
		Number 號碼	Email 郵箱	USBkey Number
		Type 類型	Operator 操作員	Certificate Number
		Number 號碼	Email 郵箱	USBkey Number
		Type 類型	Operator 操作員	Certificate Number
		Number 號碼	Email 郵箱	USBkey Number
		Type 類型	Operator 操作員	Certificate Number
		Number 號碼	Email 郵箱	USBkey Number
		Type 類型	Operator 操作員	Certificate Number
		Number 號碼	Email 郵箱	USBkey Number

Note 註:

- Please specify the name of at least one authorized person for Corporate Online Banking Service
請提供最少一名企業網上銀行服務授權人士資料
- Authorization Class: Administrator or Operator
授權級別: 管理員或操作員。
- Administrator's functions include (i) Verify each Transaction (ii) Set the Accounts Limit and (iii) Enquiry, etc.
管理員功能包括 (i) 核實每筆交易 (ii) 設定交易限額 (iii) 查詢 等。
- Operator's functions include (i) Import each Transaction and (ii) Enquiry, etc.
操作員功能包括 (i) 輸入每筆交易 (ii) 查詢 等。

☐ **PART C 丙部 AMENDMENT OF INFORMATION 信息修改** (If different from the existing information 如與現時信息不同)

Daily Transaction Limits(Note 1) 每日交易限額 (註1)																				
Daily Limit Per transaction 每筆限額 (in HKD 以港元計算)										Accumulated Daily Limit 每日累積限額 (in HKD 以港元計算)										
☐ Disagrees to receive high-risk transaction notification (Note 2) 拒絕接受高風險交易通知 (註 2)																				
☐ 啟用網銀登記第三方收款人功能 Enable the function of third party payees registration through online banking																				
☐ 停用網銀登記第三方收款人功能 (註3) Disable the function of third party payees registration through online banking (Note 3)																				
Other Amendment 其他修改																				
請新增以下註冊賬戶：(十位數賬戶號碼) (註4) Please add the Registered Account(s) as below (Ten digits account number (Note 4))										請刪減以下註冊賬戶：(十位數賬戶號碼) (註4) Please delete the Registered Account(s) as below (Ten digits account number) (Note 4)										
1. _____										1. _____										
2. _____										2. _____										
3. _____										3. _____										
Please reapply/delete the Online Banking Certificate/USBkey Certificate Or Unblock Or Amend E-mail Address for the below Administrator/Operator(s): 請為以下管理員/操作員 補辦/刪除 網銀證書/K寶或解鎖或更改郵箱:																				
No	Reapply/ Delete 補辦/刪除									Online Banking user(s) 網銀用戶					E-mail Address 郵箱地址				For Bank Use Only 銀行專用	
1	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
2	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
3	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
4	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
5	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
6	☐ Reapply 補辦				☐ Online Banking Certificate 網銀證書 ☐ USBkey Certificate K寶									Certificate Number						
	☐ Delete 刪除 ☐ Unblock 解鎖 ☐ Amend E-mail 更改郵箱													USBkey Number						
After the completion of ABCHK Corporate Online Banking Services Application 在農行香港分行企業網上銀行服務申請完成後 ☐ Customer would go to ABCHK and collect the related materials personally 客戶將親身到農行香港分行拿取有關材料 ☐ Please mail the related materials to Customer's contact address 請把有關材料郵寄到客戶的通訊地址																				
Reapplication for the Online Banking Certificate / USBkey Certificate 補發網銀證書/ K寶之有關手續費 Please deduct the related handling charges with the following account 有關手續費請於此以下賬戶扣除:																				
Handling charges will be levied as prescribed by ABCHK, For more detail, please refer Bank Counter Fees or visit www.hk.abchina.com . 農行香港分行將收取有關手續費，詳情請參閱銀行櫃檯服務收費或瀏覽 www.hk.abchina.com 。																				
Note 註: (1) Please make it clear for the English characters e.g. "O" or "I" and Numeric characters e.g. "0" or "1". 請清楚填寫英文字母如 "O" 或 "I" 和數字如 "0" 或 "1"																				
(2) When subscribing the ABCHK Corporate Online Banking Services, the Customer can choose to accept a daily electronic means alert, by which ABCHK, upon completion of third party transfer/remittance transaction, notifies the main contact person of the completion of such transaction. In case the Customer chooses to opt-out from receiving such notification, ABCHK may at its own discretion reduce the Customer's transfer/remittance limit to ZERO. For the purpose of clarity, the Customer can at all times opt-in or opt-out from the above mentioned notification. 當客戶申請農行香港分行企業網上銀行服務時，可以選擇在處理第三方轉賬/匯款後，接收農行香港分行於交易當天發出的電子方式通知。如客戶選擇不接收任何通知，農行香港分行可自行決定把客戶的第三方轉賬/匯款限額設定為零。客戶可隨時指示農行香港分行以接收或不接收任何上述有關通知。																				
(3) If disable the function of third party payees registration through online banking, customer will not be able to make any transfers or remittances to any new third parties. To reactive this function, customer should submit the application form to our bank. 如停用網銀登記第三方收款人功能，客戶將無法向新第三方進行任何轉賬或匯款。如需再次啟用，需向我行提交書面申請予以開通。																				
(4) Please designate a HKD current/HKD savings/USD current/USD savings/CNY savings/other currency savings account of the Customer with ABCHK as the ABCHK Corporate Online Banking's Registered Account. 請以客戶名義在農行開立之港元往來、港元儲蓄、美元往來、美元儲蓄、人民幣儲蓄或其他外幣儲蓄賬戶作為農行香港分行企業網上銀行服務之註冊賬戶。																				

- (5) Before you submit the Form to Agricultural Bank of China Limited, Hong Kong Branch, please read the relevant terms and conditions and remember to sign the Resolutions. The Resolutions and the Supplementary Form (if any) must be signed by the Sole Proprietor if the Customer is a sole-proprietorship, all partners if a partnership, or Director (s) if a corporation, and be returned with the Application Form.
- 閣下請於遞交申請表格至中國農業銀行股份有限公司香港分行之前，詳閱有關之服務章程及在決議及附頁上(如適用)簽名。申請表格必須連同已簽署之決議及附頁(如適用)一併交回農行香港分行。獨資商號由東主簽署；合夥經營者由所有合夥人簽署；如客戶為有限公司則需要由董事簽署。

☐ 丁部 PART D 終止服務 TERMINATION OF SERVICES

請終止以甲部基本戶口登記之農行香港分行企業網上銀行服務及所有相關使用人士

^ 請注意：管理員請於遞交終止服務申請前，請於企業網上銀行相關版面刪除所有操作員資料。

Please terminate the ABCHK Corporate Online Banking Services for the portfolio bearing the Principal Account stated in Part A and all related users

^ Note: Please delete all Operator(s) via Corporate Online Banking relevant web pages before submitting this form.

☒ 戊部 PART E 聲明 DECLARATIONS

The Customer confirms and agrees that:
客戶確認：

- The Customer has read, understood, and agreed to be bound by the provisions of this Application Form, the Terms and Conditions of e-Banking Services as stipulated in the General Terms and Conditions for Accounts, the Supplemental Terms and Conditions for Accounts using E-Banking Services of ABCHK, Importance Notice for Security of Online Banking and the applicable terms and conditions from time to time in force governing the use of the Services, and for this purpose, each reference to the Accountholder in the aforesaid General Terms and Conditions for Accounts of ABCHK and the Supplemental Terms and Conditions for Accounts using E-Banking Services of ABCHK shall be the reference to the Customer
客戶已閱讀、明瞭及同意受此申請表內條款、農行香港分行的賬戶之一般條款內有關使用電子銀行服務、農行香港分行網上銀行服務之補充條款、網銀安全重要提示及不時生效的相關條款所約束；而就此目的而言，在前述農行香港分行的賬戶之一般條款及農行香港分行的服務之補充條款中所指的賬戶持有人是指客戶；
- The Customer shall be solely responsible for the liabilities of the Customer, the Administrator and Operator or other persons using the ABCHK Corporate Online Banking Services arising from or in connection with the use of ABCHK Corporate Online Banking Services.
客戶獨自承擔由客戶、管理員及操作員或其他使用農行香港分行企業網上銀行服務人士因使用農行香港分行企業網上銀行服務所引致或有關之責任。

於_____年_____月_____日簽署

Dated this _____ day of _____

Signature of Sole Proprietor/ Partner/ Director
東主/合夥人/董事簽署

Company Chop 公司印章 (If any 如適用)

X _____
Name :
姓名 :

For Bank Use Only
Customer Number: _____

For Bank Use Only 銀行專用

Signature of Witness 見證人簽署 (如適用)		Branch Chop (if any) 分行公章 (如適用)
Name of Witness 見證人姓名		
Position 職位		
Branch 分行		
Date 日期		

For Hong Kong Branch Use Only 香港分行專用

Handled By:	Checked By:	Approved By:
Name:	Name:	Name:
Date :	Date :	Date :

RESOLUTIONS – APPLICATION FOR ABCHK CORPORATE ONLINE BANKING SERVICES

To: Agricultural Bank of China Limited, Hong Kong Branch (the “Bank”)

Name of Company/Firm: _____ (the “Customer”)

RESOLUTIONS

Applicable to Company and Partnership

I/We certify that the following is a true extract from the minutes of the meeting of our directors/Partners held on _____ (date) and that the resolutions set out below were duly passed, have been recorded in the minute book of the Company and signed therein by our chairman and are in accordance with the Article of Association or the constitutive documents of the Company or (where applicable) relevant trust requirements (after disclosure of any interest of our directors having been duly made in accordance with such constitutive documents or (where applicable) relevant trust requirements) or in accordance with our Partnership Agreement (where applicable):

Applicable to Sole Proprietorship

I, being the owner of the sole proprietorship (as the case may be) hereby request, authorize and undertake to the Bank as follows:

RESOLVED:-

1. the Customer applies to the Bank for the Services and nominates, subject to the Bank’ s agreement, the account in the name of the Customer the account number of which is specified in the application form attached to these Resolutions (the “Application Form”) to be the Registered Account for the purposes of the Services (the “Registered Account”);
2. the Customer nominates the person(s) whose particulars are set out in Part B of the Application Form to be Administrator(s) except that the Customer may specify the Administrator(s) to perform singly/jointly the Management Control function specified in Part B of the Application Form. Management Control function refers to the following:
 - (a) viewing of Maximum Portfolio Daily Limits;
 - (b) reduction of Maximum of Portfolio Daily Limits;
 - (c) reviewing profiles of Administrator(s) and/or Operator(s);
 - (d) amending profiles of Administrator(s) and/or Operator(s);
 - (e) set up of new Operator(s) profiles;
 - (f) deleting the Operator(s) profiles;
 - (g) viewing the Designated Accounts;
 - (h) viewing and amending the mode of operation (i.e. authorization matrix) of the Designated Accounts;
 - (i) accepting (subject to the applicable terms and conditions) and/or declining new Services introduced by the Bank from time to time (if applicable);
 - (j) other functions specified by the Bank from time to time.
3. the use of the Services by the Administrator(s) and the Operator(s) (if applicable) is in the commercial interest of the Customer and the Customer expressly acknowledges and confirms that: -
 - (a) by nominating any person to be Administrator(s) and any persons to be Operator(s) so designated by the Administrator(s), the Customer authorizes him/her/them to operate the accounts referred above by using the Services even though such person does not otherwise have authority to operate such accounts;
 - (b) by using the Services, the Administrator(s) and the Operator(s) (if applicable) may make debits from, and/or transfers amongst, the Designated Accounts designated for him/her/them and may also make transfers to Third Party Beneficiary’ s Account. For Bill Payment and/or Direct Debit Authorization, the Administrator(s) and the Operator(s) (if applicable) may make debits from, and/or transfers amongst, the Designated Accounts designated for him/her/them and may also make transfers to non-designated beneficiary accounts and/or persons, in each case for his/her/their personal use, benefit or purposes;
 - (c) it is the Customer’ s responsibility to take appropriate measures to monitor and control the use of the Services (including any new Service subject to such terms and conditions to be introduced) (if applicable) from time to time, the appointment and change of the Administrator(s) and the Designated Accounts by the Customer; and the appointment and change of the Operator(s) by the Administrator(s), and to adopt proper safeguards against the Services being used by unauthorized persons or for unauthorized purposes including, without limitation, prescribing maximum daily limits or other restrictions on the amounts which the Administrator(s) and the Operator(s) (if applicable) may debit or transfer from the Designated Accounts designated for him/her/them; and
 - (d) the Bank assumes no duty or liability for verifying the propriety or integrity of any instructions given by the Administrator(s) and the Operator(s) (if applicable);
4. the Customer understands and accepts that the Application Form (attached herewith) forms part of these Resolutions and the Customer warrants and confirms the Declarations as set out in Part E of the Application Form;
5. each of the Application Form and the applicable terms and conditions from time to time in force governing the use of the Services (including any new Service accepted by the Administrator(s) in accordance with the Management Control function), shall be and is approved and accepted; and
6. these Resolutions shall be communicated to the Bank and remain in force until an amending resolution shall be passed by the sole director, the board of directors or the governing body (as the case may be) of the Customer and a copy certified by the sole director or the chairman of the meeting (as the case may be) shall have been received by the Bank.

Dated this _____ day of _____.

X _____
Signature of Sole Proprietor/Partner/ Director
(Name : _____)

X _____
Signature of Sole Proprietor/Partner/ Director
(Name : _____)

For Bank Use Only
Customer Number: _____

決議書 - 農行香港分行企業網上銀行服務申請

致：中國農業銀行股份有限公司香港分行（「貴行」）

公司 / 商號名稱 _____ （「客戶」）

決議：

適用於合夥經營及有限公司

本人/我們證明，以下為本司於 _____ (日期)舉行的董事/合夥人會議記錄的真實節錄，以下所載的決議已獲得董事/合夥人會通過及記錄在會議紀錄冊內，符合本司成立檔或(如適用)信託要求的規定(任何董事之利益已按該成立檔或信託要求(如適用)作出申報)或合夥人協議(如適用)：

適用於獨資商號

本人即獨資商號之東主，現要求、授權及同意貴行：

議決：

- 客戶向貴行申請服務，在得到貴行同意下，指定隨附於本決議之申請表格（「申請表格」）內列明之客戶名下賬戶之賬戶號碼，為使用服務之註冊賬戶（「註冊賬戶」）；
- 客戶提名其資料已列於申請表格乙部之人士為管理員；惟客戶可以指明由管理員單獨 / 共同使用申請表格乙部所指定之使用設定職能。使用設定職能指以下各項：
 - 查閱組合之每日最高限額；
 - 降低組合之每日最高限額；
 - 審閱管理員及 / 或操作員之資料；
 - 修訂管理員及 / 或操作員之資料；
 - 設定操作員之新資料；
 - 刪除操作員之資料；
 - 查閱指定賬戶；
 - 查閱及修訂指定賬戶之操作模式（即指授權模式）；
 - 根據有關適用之條文章則接納及/或拒絕由貴行不時提供之新服務（如適用）；
 - 不時由貴行所指定之其他職能。
- 由管理員及操作員（如適用）使用服務，乃符合客戶之商業利益，而客戶明確承認及確認：
 - 客戶提名任何人士為管理員及提名由管理員指定之任何人士為操作員，即通過授權彼（等）透過使用服務操作上述之賬戶，即使此等人士在其他情形並無權操作此等賬戶；
 - 透過使用服務，管理員及操作員（如適用）可為供其個人使用、為其個人利益或作其個人用途的目的從彼（等）獲指定之指定賬戶或於指定賬戶之間扣賬及 / 或進行轉賬，亦可轉賬至第三者收款人之賬戶。至於繳付賬單及 / 或直接付款授權書，管理員及操作員（如適用）可從彼（等）獲指定之指定賬戶或於指定賬戶之間扣賬及 / 或進行轉賬，亦可轉賬至一些未經指定收款人賬戶及 / 或人士；
 - 客戶須負責採取適當措施，不時監察及控制服務之使用（包括任何新服務，但需受有關之章則條文所約束）（如適用）；對管理員及指定賬戶之委任及更換，及對由管理員指定之一般使用人之委任及更換，並採取適當安全措施以防止未經許可人士使用服務或作未經許可用途，包括但不限於，訂明管理員及操作員（如適用）可在彼（等）獲指定之指定賬戶扣賬或進行轉賬金額之每日最高限額或在金額加上其他限制；及
 - 貴行並不承擔核證任何由管理員及操作員（如適用）所發出之任何指示是否恰當或真確之責任；
- 客戶明白並接受申請表格（隨附於決議）乃構成此等決議之一部份，而客戶承諾及確認申請表格第戊部份所載列之聲明；
- 呈案所示之每份申請表格及不時有效並適用於規管使用服務（包括由管理員按使用設定功能而接受任何新服務）（如適用）之章則將會及經已獲得通過接納；及
- 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唯一董事、董事會或管理組織通過（視屬何種情況而定），及貴行收到經唯一董事或會議主席（視屬何種情況而定）核證之副本。

於 _____ 年 _____ 月 _____ 日簽署

X _____
東主 / 合夥人 / 董事 [姓名: _____] 簽署

X _____
東主 / 合夥人 / 董事 [姓名: _____] 簽署

For Bank Use Only
Customer Number: _____

To : Agricultural Bank of China Limited, Hong Kong Branch (the "Bank") ("ABCHK")
致 : 中國農業銀行股份有限公司香港分行(「銀行」)(「農行香港分行」)

Authorization Letter

授權委託書

Date 日期 : _____

Company Name 公司名稱 : _____ (the "Company" "本公司")

Customer Number 客戶號碼 :

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I/Our Company hereby authorized _____ (Name of the authorized person) #, _____ (Contact Number) ID Card/Passport Number* _____ to collect password(s) and USBkey certificate(s) of Corporate Online Banking Services issued by the Bank, on behalf of the Company. Furthermore, the Bank could contact and confirm the director or authorized signatories before activating the Corporate Online Banking services.

本人/本公司現委託 _____ (受託人姓名) #, _____ (聯絡電話) 身份證號碼/護照號碼* _____ 代表本公司領取農行香港分行所發出有關企業網上銀行服務之密碼信封及 K 寶。並請農行香港分行於首次激活網銀申請前, 聯絡本司董事或授權簽字人作確認。

Way of contact as follows: (Please ensure that the contact of the director or authorized signer is **direct** and **effective**)

聯絡方法如下: (請確保以下聯絡方法能**直接且有效地**聯絡該董事或授權簽字人)

☐ Director 董事

☐ Authorised Signatory 授權簽字人

Name 姓名 : _____

Contact Number 聯絡電話 : _____

Signature of Director¹
董事簽署¹

Name of Director 董事姓名 :

The name of the authorized person provided in this form must be identical to the name in the identity document
表格上所填寫之受託人姓名必須與身份證明文件內姓名相同
* Please delete where appropriate
請刪去不適用
¹ Director 's signature must be identical to the director' s specimen signature in the Corporate Online Banking Services Application Form
董事簽字必須與網上銀行服務申請表格內董事簽字式樣相同

Acknowledgement Letter 簽收確認函

I _____, ID card/ Passport Number _____ hereby confirmed that I have collected _____ set(s) of Corporate Online Banking password(s) and _____ piece(s) of USBkey certificate(s) from ABCHK, on behalf of the aforesaid Company.

本人 _____, 身份證號碼/護照號碼* _____ 現確認已代表上述公司從農行香港分行領取密碼信封 _____ 套及 K 寶 _____ 個。

Signature of Representative
受託人簽署

* Please delete where appropriate
請刪去不適用

Date 日期 :

For Bank Use Only	
Witnessed by:	
Checked by:	