

更改戶口資料

Change of Account Particulars

日期 Date : _____

戶口名稱 A/C Name : _____

戶口號碼 A/C Number : _____

請為本人/吾等的戶口作出下列的改動，生效日期為：

Please arrange to change the followings with effective on: _____

☐ 更改客戶主任 (由 _____ 轉為 _____) Change of AE (From _____ To _____)

☐ 更改/新增/取消以下之客戶資料 (*請刪去不適用) Change/Add/Cancel the following personal details (*Delete as appropriate):

☐ 聯絡電話 (住宅)

Residential Telephone No.: _____

☐ 傳真號碼

Fax No.: _____

☐ 聯絡電話 (公司)

Office Telephone No.: _____

☐ 手提電話號碼

Mobile Phone No.: _____

☐ 電郵地址 E-mail address: _____

☐ 銀行戶口 Bank Account

銀行名稱 Name of Bank: _____ 戶口號碼 Account No.: _____

**** 必須附上 3 個月內之銀行戶口證明 Bank Statement (within 3 months) must be provided for change of bank statement**

☐ 住址 Residential Address ☐ 工作地址 Business address ☐ 通訊地址 Postal Address

新地址 New Address: _____

**** 更改地址必須附上 3 個月內之地址證明文件 Address proof (within 3 months) must be provided for change of address**

☐ 其他 Others: _____

客戶簽署及公司印章 (如適用)

Authorized Signature(s) and Company Chop (if applicable)

S.V.

經電話確認 Confirm by phone:

Ext. 內線: _____

Date 日期: _____

Time 時間: _____

FOR OFFICE USE ONLY 公司專用

Input by:

Checked by:

Approved by:

Date: _____

Date: _____

Date: _____