## Change of Contact Information Form for Individual Client

(except Insurance and MPF Services)

致: 渣打銀行(香港)有限公司

## **個人客戶更改通訊資料表格** (保險及強積金服務除外)

To: Standard Chartered Bank (Hong Kong) Limited



Date	day 日 / month 月 / year 年
日期	

Standard Chartered

Note: 1. Please complete in ENGLISH BLOCK LETTERS and " V" where appropriate, and mail it to Standard Chartered Bank (Hong Kong) Limited at P.O. Box 68383, Kowloon East Post Office. Your request will normally be processed within 7 working days upon receipt of your form. 請以**英文正楷**填寫及在適合方格填上 "✔",填妥表格寄回東九龍郵政信箱68383號渣打銀行(香港)有限公司。本行將在收到你的申請表後 註: 七個工作天內處理你的申請。

- 2. The Bank may need to obtain further information and/or declaration from you for the purpose of fulfilling related regulatory or internal requirement. 本行或會應相關法規或內部之要求向閣下徵求進一步的資料及/或聲明
- 3. This change request form does not apply to Insurance or MPF services. Clients who want to change their information for Insurance and MPF accounts should contact relevant service providers for further arrangement 此更改表格不適用於保險及強積金服務。如客戶需要更改保險及強積金戶口資料,請聯絡相關服務提供者。
- 4. If a client instructs the Bank to maintain an address in the United States ("US") or a US Territory (i.e. American Samoa, Guam, Northern Mariana Islands, US Virgin Islands or Puerto Rico), the Bank will act accordingly, suspend or close all single and joint-name investment account(s) under the client as well. The client may be subject to a withholding tax as required by the US Internal Revenue Service ("IRS") on the income that the client receives from US investments held with the Bank.

如客戶指示本行將任何地址更改為美國或美國地區(美屬薩摩亞、關島、北馬裏亞納群島、美屬維爾京群島、波多黎各)地址,本行將據此執 行,同時暫停或終止客戶名下所有個人及聯名投資戶口,並可能根據美國國稅局規定扣除客戶有關美國投資收入所須繳付之稅款

5. If a client currently holds a residential address outside the European Economic Area ("EEA") and instructs the Bank to change it to a residential address within the EEA, the Bank will act accordingly, and at the same time suspend all single and joint-name investment account(s) / services of the client (if any). Following the address change, the Bank may not be able to provide such client with Investment products / services and Life Insurance products in the future.

如客戶現時持有一個位於歐洲經濟區外的住宅地址,並指示本行將其更改為一個位於歐洲經濟區內的住宅地址,本行將據此執行,同時暫停 該客戶名下所有個人及聯名投資戶口/服務(如有)。更改地址後,本行將來或未能為該客戶提供投資產品/服務及人壽保險產品。

The mobile number to receive One Time Password and the Fmail Address will be the default mobile number and email address respectively for

SC Pay Registration.	图碼的流動電話號碼及電郵地址將分別	刂被預設為SC Pay 登記之流動電話號碼	,						
Client Information (Mandatory) 客戶資料 (必須填寫)									
Client Full Name 客戶全名									
ID Document Details 身分證明文件資料	□ HKID □ Passport / Travel Document □ Others 香港身份證 □ 護照 / 旅行證件 □ 其他 □ 工								
	ID Number 身份證明號碼:								
Effective Date (Must be within 1 month of form submission date) 生效日期(必須為遞交表格日期的	Immediate 即時生效 Day日 Month月 Year年 生效 If effective date is a non-working day, your request will be processed on the next working day.								
一個月內)	如生效日期為非工作天,閣下的申記	<sub>有</sub> 將曾順延至下一個工作大處理。 ————————————————————————————————————							
	se details to be changed) 更改資料 (	只需填寫所需更改的資料)							
Section 1 - Change of Contact det (Please write "DELETE" in the approp 請於合適的方格內填上"刪除"。)		he existing information with the Bank.	如你只希望刪除現存於本行的紀錄,						
Local 本地	Phone No. 電話號碼								
Local Mobile Tel 本地流動電話									
Local Residential Tel 本地住宅電話									
Local Office Tel 本地辦公室電話									
International 海外	Country Code 國家號碼	Area Code 地區號碼	Phone No. 電話號碼						
International 海外 Int'l Mobile Tel 海外流動電話	Country Code 國家號碼	Area Code 地區號碼	Phone No. 電話號碼						
	Country Code 國家號碼	Area Code 地區號碼	Phone No. 電話號碼						
Int'l Mobile Tel 海外流動電話	Country Code 國家號碼	Area Code 地區號碼	Phone No. 電話號碼						
Int'l Mobile Tel 海外流動電話 Int'l Residential Tel 海外住宅電話 Int'l Office Tel 海外辦公室電話 To safeguard your online security, Conline transactions and electronic ba	One-Time Password (OTP) is required nking services (if applicable).	Area Code 地區號碼  for authentication when performing (  理財服務(如適用) 時,需要以「一次有	Online / Mobile Banking registration,						
Int'l Mobile Tel 海外流動電話 Int'l Residential Tel 海外住宅電話 Int'l Office Tel 海外辦公室電話 To safeguard your online security, Conline transactions and electronic ba 為保障閣下的網上安全,進行網上/泛For Credit Card online transactions / An OTP SMS will only be sent to your	One-Time Password (OTP) is required nking services (if applicable). 流動理財登記、網上交易和其他電子理	for authentication when performing ( 理財服務(如適用) 時,需要以「一次有 ank's record.	Online / Mobile Banking registration,						
Int'l Mobile Tel 海外流動電話 Int'l Residential Tel 海外住宅電話 Int'l Office Tel 海外辦公室電話 To safeguard your online security, Conline transactions and electronic ba 為保障閣下的網上安全,進行網上/泛For Credit Card online transactions / An OTP SMS will only be sent to your 一次有效密碼」的短訊只會發送到底For Other types / 其他類別: i) If you have registered a Local OR 「一次有效密碼」的短訊將會發送ii) If you have registered both Local receive the OTP SMS in the check	Dine-Time Password (OTP) is required nking services (if applicable). 流動理財登記、網上交易和其他電子時信用卡網上交易: r Local Mobile Phone Number in the B閣下於本行紀錄之本地流動電話號碼。International Mobile Phone Number wi到閣下於本行紀錄持有之本地或海外流動閣下於本行紀錄持有之本地或海外流	for authentication when performing ( 理財服務(如適用) 時,需要以「一次有 ank's record. th the Bank, an OTP SMS will be sent t ft. 動電話號碼。 nber with the Bank, please select your illow your existing choice. 提擇接收「一次有效密碼」短訊的流動	Online / Mobile Banking registration, 效密碼」驗證。 o this number.						
Int'l Mobile Tel 海外流動電話 Int'l Residential Tel 海外住宅電話 Int'l Office Tel 海外辦公室電話 To safeguard your online security, Conline transactions and electronic ba 海保障閣下的網上安全,進行網上/泛For Credit Card online transactions / An OTP SMS will only be sent to you 「一次有效密碼」的短訊只會發送到底下Other types / 其他類別: i) If you have registered a Local OR 「一次有效密碼」的短訊將會發送。 ii) If you have registered both Local receive the OTP SMS in the check 如閣下於本行紀綠同時持有本地及有選用的電話號碼發送「一次有效	Dine-Time Password (OTP) is required nking services (if applicable). 流動理財登記、網上交易和其他電子時信用卡網上交易: r Local Mobile Phone Number in the B閣下於本行紀錄之本地流動電話號碼。International Mobile Phone Number wi到閣下於本行紀錄持有之本地或海外流動閣下於本行紀錄持有之本地或海外流	for authentication when performing ( 理財服務(如適用) 時,需要以「一次有 ank's record. th the Bank, an OTP SMS will be sent t ft. 動電話號碼。 nber with the Bank, please select your illow your existing choice. 提擇接收「一次有效密碼」短訊的流動	Online / Mobile Banking registration, 效密碼」驗證。 o this number.						

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Details of Change	es (Only fill in those details to be chang	ged) 更改資料 (只需	填寫所需	更改的	資料)										
	ge of Address 更改地址														
Address Type 地址類別	□ Residential Address & Correspondence Address 住宅地址及通訊地址 (Default Option if not specified 如不註明,此兩項地址皆會更改) □ Residential Address 住宅地址 □ Correspondence Address 通訊地址 □ Permanent Address 永久居住地址 (Not applicable for HK Permanent ID Holder resided in HK 不適用於居住在香港之永久居民)														
	If new <u>Correspondence Address</u> only applies to designated account, please specify the account number; Account No.: 如新 <u>通訊地址</u> 只適用於個別戶口,請註明戶口號碼 戶口號碼:  Note 註: Except as specified above, the new correspondence address applies to ALL your sole name account(s) and joint account(s). If joint account statement is received by other joint account holder, the new correspondence address would not be applied. 除上述註明外,新通訊地址適用於您在銀行開立的所有單名戶口和聯名戶口,如聯名戶口月結單是由其他聯名戶口持有人收取,新通訊地址將不適用於此戶口。														
											ied.				
Address Details 地址資料	Part A 甲部:														
地址 貝竹	If the new Correspondence Address is a PO Box, client must provide the Residential Address in this Part for bank's reference the PO Box address in Part B. Please note that PO Box is not allowed for Correspondence Address of credit card, personal loa any investment accounts.  如新通訊地址為郵政信箱,客戶必須於此部份填寫住宅地址以作銀行記錄,並於乙部填寫郵政信箱地址。請注意郵政信箱並用於信用卡、私人貸款及投資戶口之通訊地址。 For Consolidated Statement client, both English and Chinese address are mandatory if your new Correspondence Address Mainland China, Taiwan or Macau.  如閣下為綜合月結單客戶而新通訊地址為中國境內、台灣或澳門的地址,必須同時提供英文及中文地址。 Please fill in not more than 30 characters and punctuations in each line, otherwise the Bank might not be able to process yinstruction.  请每行填寫不多於三十個字或標點符號,否則本行或未能處理你的指示。										oan or 並不適 s is in				
	Flat / Floor / Block 室 / 樓層 / 座數														
	Duilding / Fatata / Count 上庫 / 民社														
	Building / Estate / Court 大廈 / 屋村 /	/ 屋兜										T			
	Street Number and Name 街號及街名														
	District / Area / Postcode 區域 / 郵政	 編號 													
	Country / Region 國家 / 地區 (Postcode and Country / Region are only applicable for Overseas Address 郵政編號及國家/地區只適用於海外地址) Part B: PO Box 乙部: 郵政信箱														
	PO Box 郵政信箱					fice 郵記	<i></i>								
Chinese Correspondence Address (Consolidated Statement client only)	If new Correspondence Address in Chinese is provided, please also update new Correspondence Address in English in Part A. (Only applicable when new Correspondence Address is in Mainland China, Taiwan or Macau.) 如更改中文通訊地址,必須同時於甲部提供新的英文通訊地址。(只適用於新通訊地址為中國境內,台灣或澳門地址)														
中文通訊地址															
(只限綜合月結 單客戶)	Postcode 														
Direct Marketing	直接促銷														
existing choice an complete separate 本人/我們曾就是	sly selected whether or not to receive d id all information provided in this instruct form to amend my preference on receivi 否接收直接促銷推廣聯繫或資訊作出選擇 以使用。本人/我們亦明白可以隨時填妥	ction form shall be ing direct marketing 影,本人/我們現確認	used in a contact o 本人/我們	ccordai r inform 門的現有	nce wi lation a f選擇持	th such at any t 将維持 <sup>7</sup>	n choi ime. 下變,	ce. I/\ 而本!	We a	lso ur	nders	tand	I/we	e can	
Signature 簽署															
									☐ Di	Bank rop In I ubmitte Signat	Box ed in F		n & II	D Seen	
Client Signature 客戶簽署 Name of Signatory 簽署人全名		Client Signature 客戶簽署 Name of Signatory 簽署人全名													
Please use authori 請用留存於本行之	ng joint signatures on the same form.							CM Received Reject Letter Staff Signature							
For mortgage loan account, all borrowers must sign on the same form. 樓宇按揭貸款戶口的聯名信貸人必須全體簽署於同一表格。						*Signing No. ( )									