

定存/本行轉帳交易指示單 Facsimile Transaction Instruction (僅供香港地區分行使用)

請 **2選1** 方式: ❶ By Email address 或 ❷ By Fax No.
Please return via **EITHER**: hkccfax@sinopac.com OR (852) 852-2907-6828
(電郵只接受 PDF /TIFF 格式 ; Email only accepts PDF/TIFF format)

重要事項 / Important Note:

- 請在填寫此指示單前，**閱讀及接受**末頁之免責條款&章則。Before submitting this instruction, please read and accept the EXEMPTION OF LIABILITY CLAUSE & Terms and Conditions at last Page.
- 請客戶使用**電郵 或 傳真 (請擇一)**提供本指示單; 任何重覆指示致交易延誤/被拒/損失,本行無須負任何責任。
Customer please use only **EITHER email OR fax** to submit this instruction; the Bank shall not be liable for any responsibilities relating to any transaction/delay/losses caused by duplicated instructions.

<input type="checkbox"/> 開立定期存款 Placing Time Deposit	
扣款戶名 Debit Account Name	
扣款帳號 Debit from Account No.	
轉帳 Transfer 幣別 Currency	金額 Amount
幣別 Currency : <input type="checkbox"/> USD <input type="checkbox"/> RMB <input type="checkbox"/> HKD <input type="checkbox"/> AUD <input type="checkbox"/> CAD <input type="checkbox"/> GBP <input type="checkbox"/> NZD <input type="checkbox"/> EUR <input type="checkbox"/> Others	
天期 Tenor : <input type="checkbox"/> 1 WK <input type="checkbox"/> 1 MTH <input type="checkbox"/> 2 MTHS <input type="checkbox"/> 3 MTHS <input type="checkbox"/> 6 MTHS <input type="checkbox"/> 12 MTHS <input type="checkbox"/> Others	
<input type="checkbox"/> 指定到期日 designate maturity date as 年 yyyy/ 月 mm/ 日 dd	
定存到期處理方式 Please process as below on fixed deposit maturity :	
<input type="checkbox"/> 本利續存 Principal & Interest Rollover for 次 times	
<input type="checkbox"/> 本金續存 Principal Rollover for 次 times, 利息存入帳號 interest credit to A/C No.	
<input type="checkbox"/> 到期不續存, 本利存入帳號 Credit the principal and interest to A/C No.	
<input type="checkbox"/> 定期存款解約 Uplift Time Deposit	
戶名 Account Name	
將定期存款帳號 Uplift the Time Deposit No. 解約,	
本息存入帳號 credit the proceeds to Account No.	
<input type="checkbox"/> 本行帳戶間轉帳 Inter-Account Transfer (開立定存或匯款請勿填此欄)	
扣款戶名 Debit Account Name	
扣款帳號 Debit from Account No.	幣別 Currency
扣款幣別金額 In the currency/amount of	
入帳戶名 Account Name	
入帳帳號 Credit to Account No.	幣別 Currency

存戶簽署
Authorized Signature _____

日期
Date _____
yyyy 年/mm 月/dd 日

匯款交易指示單 Facsimile Transaction Instruction (僅供香港地區分行使用)

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匯款人 Remitter's Name	
扣款帳號 Debit from Account No.	扣款幣別 Currency
匯款幣別 Wire Currency	金額 Amount
<input type="checkbox"/> 匯款金額全額至收款銀行 FULL Amount to Beneficiary Bank	
<input type="checkbox"/> 匯款金額全額至收款人帳戶, 有關此筆匯款之一切額外費用, 概由客戶負擔 FULL AMT to Beneficiary Account, I/We agrees that the Bank is entitled to reimbursement from my/our account for the expenses of the Banks.	
<input type="checkbox"/> 含手續費 (fees inclusive) <input type="checkbox"/> 手續費另扣 (fee exclusive)	
<input type="checkbox"/> 手續費由本人其他帳戶扣款 Charges Debit FM Remitter's other A/C No.	扣款幣別 CCY
收款銀行 Beneficiary Bank	
收款銀行代碼 SWIFT Code / ABA NO.	收款銀行國家 Country
收款銀行地址 Beneficiary Bank Address	
收款人 Beneficiary Name	
收款人帳號 Beneficiary Account No./ IBAN NO. (匯款至 <u>歐盟國家</u> 或 <u>歐洲經濟區</u> 需提供 IBAN 號碼 For payment to EU and EEA , IBAN be provided)	
收款人地址 Beneficiary Address (匯款至 <u>加拿大</u> / <u>澳大利亞</u> 須提供收款人地址 For Payments to CANADA / AUSTRALIA are required to be provided Beneficiary Address)	
中國現代支付系統編號 CNAPS No. (匯人民幣至中國內地, 必須填寫收款行 CNAPS No. For RMB payment to Mainland China CNAPS No. must be provided)	
人民幣跨境匯款目的代碼/CNAPS2 Payment Code	(人民幣匯款至大陸必填)
(代碼請至網站查詢 https://www.mmab2c.com/MemberPortal/Member/B2CWebLogin.aspx)	
For Further Credit to	
中介銀行 Intermediary Bank (受款行之存匯行)	銀行代碼 SWIFT Code
附言 Message (如有 if any)	

存戶簽署
Authorized Signature _____

日期
Date _____

yyyy 年/mm 月/dd 日



銀行交易指示單 Facsimile Transaction Instruction (僅供香港地區分行使用)

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<input type="checkbox"/> 更改地址/電話或傳真號碼/電郵地址 Change of Address / Telephone or Fax No. / Email Address	
戶名 A/C Name	帳號 A/C No
*刪除不適用部份 delete if not applicable	
通訊/註冊/營業地址 Mailing/Registered/Business Address :	郵遞編號 Zip code
*刪除不適用部份 delete if not applicable	
電話(H)/手機(O)/公司(C): <input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete 國碼: ()	
電話(H)/手機(O)/公司(C): <input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete 國碼: ()	
接收華商個人金融網投資交易服務簡訊密碼之手機號碼(限登記一組電話號碼)	
Mobile Number for Receiving SMS OTP in Investment Trading Service of MMAB2C (one mobile number only)	
<input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete 國碼: ()	
傳真 FAX No. : <input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete 國碼: ()	
<input type="checkbox"/> 適用電子帳單 Applicable e-Statement <input type="checkbox"/> 適用電子水單 Applicable e-Advice *首次申請不適用, 請另填申請書	
電郵地址 Email Address : <input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete	
電郵地址 Email Address : <input type="checkbox"/> 新增 Add <input type="checkbox"/> 更改 Amend <input type="checkbox"/> 刪除 Delete	
<input type="checkbox"/> 申請以下事項 Application for the following services	
戶名 A/C Name	帳號 A/C No
<input type="checkbox"/> 銀行資信證明 Bank Reference Letter : 份中文版 Chinese version / 份英文版 English version	
<input type="checkbox"/> 存款證明: 證明日期 Certificate of Balance as of date 年 YYYY 月 MM 日 DD 份中文版 Chinese version / 份英文版 English version	
<input type="checkbox"/> 存款/放款 往來明細 Account History <input type="checkbox"/> 銀行對帳單 Bank Statement 自 from 年 YYYY/ 月 MM/ 日 DD 至 to 年 YYYY/ 月 MM/ 日 DD	
<input type="checkbox"/> 申請支票本 Cheque book Application : <input type="checkbox"/> 港幣/HKD <input type="checkbox"/> 美元/USD <input type="checkbox"/> 人民幣/RMB 本 Copy	
<input type="checkbox"/> 支付網路銀行 MMAB2B 電子憑證延展費用 Pay for Internet Banking – MMAB2B Certificate	
<input type="checkbox"/> 其他指示, 請詳述 Other Instruction Details :	
以上申請本人(等)等授權永豐銀行自本人(等)之儲蓄帳戶/往來帳戶, 扣除手續費、郵費 I/We authorize you to debit service and/or postage charge from my/our saving account/current account.	
<input type="checkbox"/> 掛號 Registered Mail <input type="checkbox"/> 快遞 Courier 至本人/公司通訊地址 To the Account Holder's Mailing Address	
<input type="checkbox"/> 本人(等)親至永豐銀行九龍分行親領 Please hold at Bank SinoPac Kowloon Branch for collection	

存戶簽署

Authorized Signature

日期

Date

yyyy 年/mm 月/dd 日



免責條款 & 章則 EXEMPTION OF LIABILITY CLAUSE & Terms and Conditions

1. 申請人同意，本指示執行交易之相關手續費、申請費用與寄送費用，若無特別指示，永豐銀行（以下簡稱「本行」）可自指定交易之扣款帳號中另外扣取；若交易涉及換匯，申請人同意以本行牌告匯率為交易匯率。For the aforesaid transaction as instructed, the Applicants agree to Bank SinoPac Hong Kong Branch (“the Bank”) that all handling charges, fees and delivery cost can be deducted from my/our account(s) stated in this Instruction. If there is any currencies exchange involved, the Bank is entitled to convert the relevant currencies at the Bank’s own rate of exchange then prevailing between the relevant currencies.
2. 申請人茲向本行聲明，匯入地是中華人民共和國的匯款交易是完全遵守中華人民共和國的有關法律及有權機構發出的指示及規則。如有違反情事，本行可全權拒絕執行申請人轉帳/兌換/匯款/其他交易的指示，申請人需負擔由此引起的所有損失、成本、支出及費用。The Applicants declare that the wire transfer instruction ordered to the PRC (if applicable) is complied with all relevant PRC laws, rules and regulatory requirements and the Bank is fully authorized to reject my/our transfer/ exchange/ remittance or other transaction instructions that are in violation of the applicable provisions and the applicants shall be solely responsible for all losses, costs expenses and charges resulting therefrom.
3. 倘因下列情形而引致之任何損失，包括：遺漏或延誤寄發是次匯款之訊息、付款或通知付款；訊息、訊號、書函、電報或其他文件在寄發或傳送途中所發生之錯誤、殘缺、遺漏、中斷或延誤；其他同業機構、分銷代理人、其他代理人或其他人士，包括(Clearing House Automated Transfer System)之疏忽行為；戰爭、檢查、封鎖、叛變或騷亂；本地或外地政府或其行政機構所施行之一切法律、規令、條例、管制或任何電腦、機械或電子儀器之損毀或故障及其他難以控制之事故，本行概不負責。The Bank shall not be liable for any loss or damage due to omission or delay in sending any message relating to this transfer or in payment or in giving advice of payment; loss of items or any message or signals in transit or transmission or otherwise, mutilation, error, omission, interruption or delay in transmission or delivery of any item, message, signals, letter, telegram or cable, or the actions of omission of our correspondents, sub-agent, other agency or any other party involved in The Clearing House Automated Transfer System (if applicable), or declared or undeclared war; censor-ship; blockade; insurrection; civil commotion; or any law, decree, regulation, control, restriction or other act of a domestic or of foreign government or other group or groups exercising governmental powers, whether de jure or de facto, or breakdown or mal-function in or of any computer, mechanical or electronic instruments, apparatus or device, or any act or event beyond our control.
4. 申請人須對其於本匯款指示單所提供的全部資料之準確性及完整性負全責，本行無責任檢查或覆核該等資料，本行並不對因申請人(匯款人)於本匯款指示單提供的資料的任何錯誤、遺漏或不完整而引起之任何損失或索償負任何責任。The Applicant shall be solely responsible for the accuracy and completeness of all information provided in this Instruction form and that the Bank shall not be responsible for checking or verifying the same and the Bank shall not be liable for any losses or damages caused by any inaccuracies, omissions or incompleteness of any information provided by the Applicant in this Instruction form.
5. 本行有權用顯白言語、暗碼、密碼或任何形式之電子傳送訊號發出與此筆匯款申請有關之任何信息；對於任何代理行、分代理或其他代理人造成的任何損失或任何錯誤、疏忽或過失所引致之任何損失，本行概不負責。The Bank is at liberty to send any message in relation to this application in explicit language, code, cipher or any form of electronic transmission signals and is not to be liable for any losses caused by or any errors, neglects, or defaults of any correspondents, sub-agent, or other agency.
6. 如無本行之書面同意，申請人不得取消或修改是項申請或其內之條款。The Applicant shall have no right to cancel, amend or revoke this application or any terms thereof without the written consent of the Bank.
7. 所有因此筆匯款而引起之一切費用，概由申請人負擔。部份海外銀行可能會徵收額外海外交易手續費(包括收款銀行及代理銀行的收費)；不論在本匯款指示單上申請人的手續費付款指示為何，有關代理行會按代理行的慣例從匯款金額中扣除手續費。因此，收款人有機會收不到匯出匯款的全數金額。The Bank is entitled to reimbursement from the Applicant for the expenses incurred by the Bank, its correspondents and agents. Additional overseas charges (including charges levied by the Beneficiary Bank and/or correspondent banks) may be imposed by some overseas banks. These charges may be deducted from the Remit Amount depending on the practice of such banks and the Beneficiary may as a result not be able to receive the Remit Amount in full, regardless of the payment instructions stated on this Instruction form.
8. 本行可以收取及保留任何人士因此筆匯款申請而給予本行之任何利益。The Bank is entitled to receive and retain any benefit in whatever form from a party or parties through whom transaction(s) is/are effected in connection with this application.
9. 本行保留權利選擇以同業撥賬方式(如收款銀行為香港特別行政區本地同業即時結算系統之直接參與銀行)或以電匯方式處理匯款申請。The Bank reserves the right to determine effecting the transfer either by Clearing House Automated Transfer System (CHATS) (if the Beneficiary Bank is a registered Direct Participant of the local clearing in HKSAR) or by telegraphic transfer.
10. 所有選取歐盟國家及歐洲經濟特區為目的地之匯款申請，除需要提供 SWIFT 代碼(BIC)外，並需提供符合正確 IBAN 格式的「收款人戶口號碼」。若申請人沒有提供有關資料，或資料不完整或不正確，則該筆匯款有可能被拒收、退回及/或延遲，並通常附帶額外費用。本行毋須就任何人因該等被拒收、退回及/或延遲引致的任何損失或損害承擔任何責任。For all remittances to European Union (EU) and European Economic Area (EEA), the Applicant must provide the Beneficiary Bank’s SWIFT code (BIC) AND the Beneficiary’s account number in International Bank Account Number (IBAN) format. If this information is not given or is invalid or incorrect, the telegraphic transfer is liable to be rejected, returned and/or delayed, usually with charges imposed. The Bank accepts no responsibility for any loss or damage suffered by any person arising out of such rejection, return and/or delay.

11. 如匯款貨幣為人民幣或匯款屬本行與清算行或境內代理銀行有關人民幣服務之任何協議之範圍內，申請人(匯款人)申述、保證、承諾及/或同意：(一)該筆匯款須完全符合不時適用於世界任何地方(包括但不限於香港特別行政區及中國內地)之監管機關、政府機構、清算或結算行或交易機構或專業機構所發佈之任何法律、規定、法令、規則、指示、指引、守則、通知、限制，或類似規定(不論是否具有法律效力)(統稱「適用規定」)，(包括但不限於有關匯款之目的及合資格之任何要求)；(二)儘管在本章則或其他地方中另有所述，i)本行保留權利隨時為符合適用規定而增補適用於匯款服務之額外條款及章則而不作另行通知(適用規定另有要求除外)及給予任何理由及 ii) 本行有權拒絕或隨時不受理列於本匯款指示單上指定用作扣除匯款金額戶口之匯款或還原已作之匯款交易而不作另行通知(適用規定另有要求除外)及給予任何理由；(三)申請人(匯款人)需向本行提供本行要求之任何文件；及(四)申請人明白人民幣乃受制於匯率風險。申請人於兌換人民幣至其他貨幣(包括港幣)時將可能受匯率波動而引致損失。有關當局所實施的外匯管制亦可能對適用匯率造成不利的影響。人民幣現時並非自由兌換之貨幣。透過香港銀行進行的人民幣兌換，如其他由香港銀行提供的人民幣服務一樣，均須受制於若干政策、監管要求及/或限制(有關政策、監管要求或限制將不時更改而毋須另行通知)。 If the remittance is in Renminbi or within the ambit of any of the Bank's agreement with the clearing bank or domestic agent bank in relation to any Renminbi services, the Applicant represents, warrants, undertakes and/or agrees that:
- a) the remittance fully complies with any law, regulation or order, or any rule, direction, guideline, code, notice, restriction or the likes (whether or not having the force of law) issued by any regulatory authority, government agency, clearing or settlement bank or body exchange or professional body in whatever part of the world (including, without limitation, HKSAR and the People's Republic of China) applicable from time to time (collectively the "Applicable Regulations")(including without limitation any requirements relating to the purposes and eligibility of such remittance);
 - b) notwithstanding any other clauses stated in these Terms and Conditions or otherwise, (i) the Bank reserves the right to introduce additional terms and conditions applicable to remittance service in order to comply with any Applicable Regulations without prior notice (except as may be otherwise required in the Applicable Regulations) and without giving any reasons; and (ii) the Bank shall have the right to refuse or at any time decline any remittance or revert any remittance of any sum that has been effected from the account stated in this Instruction form from which the Remit Amount is debited without prior notice (except as may be otherwise required in the Applicable Regulations) and without giving any reasons; and
 - c) it shall provide the Bank with any documents as the Bank may require.
 - d) Renminbi is subject to exchange rate risk. Fluctuation in the exchange rate of Renminbi may result in losses in the event that Renminbi is subsequently converted into another currency (including Hong Kong Dollars). Exchange controls imposed by the relevant authorities may also adversely affect the applicable exchange rate. Renminbi is currently not freely convertible and conversion of Renminbi through banks in Hong Kong, like other Renminbi services provided by banks in Hong Kong, are subject to certain policy, regulatory requirements and/or restrictions (which are subject to changes from time to time without notice).
12. 倘本匯款指示單於本行不時指定之時間 ("截數時間")前送達本行，匯款金額通常於本匯款指示單上之支賬日期("匯款生效日")到達代理銀行。如本匯款指示單於截數時間後送達本行，匯款生效日將為支賬日期之下一本行工作日。有關截數時間會因應不同因素而定，例如匯款貨幣、匯款目的地所在地區及結算銀行所要求的付款安排限制。本行保留隨時修訂截數時間的權利，而毋須另行通知，如有任何爭議，本行之決定均屬最終決定。The Remit Amount will normally reach the correspondent bank on the Debit Date as stated on this Instruction form (the "Value Date") if this Instruction form is received by the Bank before the time as designated (the "Cut-off Times").If this Instruction form is received by the Bank after the Cut-off Times, the Value Date of the Remit Amount will be the business day of the Bank following the Debit Date. The Cut-off Times will vary depending on a number of factors including the Remit Currency, the geographical location of the destination of the remittance and/or the funding arrangement requirements of the settlement banks. The Bank reserves the right to vary the Cut-off Times at any time without prior notice. In case of any disputes, the decision of the Bank shall be final.
13. 倘匯款申請於本行不時指定之截數時間前送達本行，本行將根據指示單上之支賬日期，從支賬戶口支取所需之匯款金額。惟如本匯款指示單於截數時間後送達本行，本行將於支賬日期之下一本行工作日，於支賬戶口支取匯款金額。Bank will debit the Remit Amount from the Debit Account on the Debit Date stated on this Instruction form provided that this Instruction form is received by the Bank before the Cut-off Times. If this Instruction form is received by the Bank after the Cut-off Times, the Bank will debit the Remit Amount from the Debit Account on the business day of the Bank following the Debit Date。
14. 除客戶與本行就此匯款申請已預先安排及同意某一貨幣兌換率，否則，如支賬貨幣與匯款貨幣不相同，本行將於支賬日期處理匯款指示單之時，按成交時之通行兌換率進行貨幣兌換。 If the Debit Currency is different from the Remit Currency, the Bank shall effect a currency exchange transaction at the Bank's prevailing exchange rate at or about the time the remittance application is processed by the Bank on the Debit Date, unless a currency exchange rate has been pre-arranged and agreed between you and the Bank for a remittance application, in which case the currency exchange transaction will be effected at such rate.
15. 本匯款申請之費用按本行不時公佈的費率徵收。有關本行之服務收費，請參閱本行之收費簡介表。This application is subject to the charges and at the rates published by the Bank from time to time. For the latest service charges of the Bank, please refer to the Bank's fee and charges table.
16. 以本指示單進行匯款或轉帳，每筆最高交易限額不得超過等值美金 1,000 萬(不含)。Transaction amount for each inter-account transfer or remittance conducting by this Instruction should not exceed USD10 million or the equivalent.