

## 更改客戶資料指示表格

### Change of Customer General Information Instruction Form

致:中國民生銀行香港分行 (以下簡稱"銀行")

To :China Minsheng Banking Corp., Ltd. Hong Kong Branch (the "Bank")

注意: 請以英文正楷填寫, 並在適當的地方加上"√" 號。 **Note: Please complete in English BLOCK LETTERS and "√" where applicable.**

客戶資料 CUSTOMER INFORMATION	
客戶名稱 Customer Name (英文 Name in English)	(中文 Name in Chinese)
客戶之身份證明文件種類及號碼 Customer's Identification Document Type and Number	
<input type="checkbox"/> 香港身份證 HKID Card	<input type="checkbox"/> 商業登記證 Business Registration Certificate
<input type="checkbox"/> 護照 Passport	<input type="checkbox"/> 其他 Others
本人 / 吾等授權並要求銀行辦理以下事項。 I/We hereby authorize and request the Bank to effect the following instruction(s)	
更改姓名(只須填寫更新之事項) CHANGE OF NAME(Please ONLY fill in the items needed to be updated)	
更新之客戶名稱 Changed Customer Name: (見註 2 See Note 2)	
(英文 English) _____ (中文 Chinese) _____	
更改身份證明文件(只須填寫更新之事項) CHANGE OF IDENTITY DOCUMENT(Please ONLY fill in the items needed to be updated)	
更新之身份證明文件種類及號碼 Changed Identity Document Type and Number: (見註 3 See Note 3)	
<input type="checkbox"/> 香港身份證 HKID Card _____	
<input type="checkbox"/> 護照 Passport _____	
<input type="checkbox"/> 商業登記證 Business Registration Certificate _____	
<input type="checkbox"/> 其他 Others _____	
更改個人資料(只須填寫更新之事項) CHANGE OF PERSONAL DETAILS(Please ONLY fill in the items needed to be updated)	
國籍 / 法團註冊地點 Nationality/Place of Incorporation:	婚姻狀況 Marital Status: <input type="checkbox"/> 單身 Single <input type="checkbox"/> 已婚 Married <input type="checkbox"/> 其他 Other
教育程度 Education:	僱主名稱 Employer Name:
職業 / 業務性質 Occupation/Nature of Business:	職位 Position:
更改生效日期請由 _____ (日/ 月/ 年)起更改本人/吾等在銀行的資料記錄。(見註 1)	
Please effect the above changes of my/our records maintained in the Bank from _____ (DD/MM/YY) (see Note 1)	
客戶簽署 CUSTOMER SIGNATURE	
(見註 4,5 及 6 See Notes 4,5 & 6)	
X	
客戶簽署 Customer's Signature	聯名戶口持有人/聯名借貨人簽署 Joint Account Holder/Co-Borrower's Signature
註 Note:	
1. 指示必須於本行收到此表格後最少 5 個工作天後生效。 For instruction to be effective, please allow at least 5 working days from the date of receipt of this form.	
2. 請附交已更改客戶名稱之身份證明文件副本。 Please enclose a copy of the customer Identity Document showing the changed name.	
3. 請附交已更新之身份證明文件副本。 Please enclose a copy of the customer Identity Document showing the changed identity.	
4. 如採用不同簽署, 所有有關簽署, 必須簽於簽署欄上。 If different signature(s) is/are used for the above mentioned accounts, all specimen signatures must be provided for respective accounts.	
5. 如更改涉及任何聯名賬戶而需聯名簽署, 有關人士均需簽署。 If the change(s) involve any joint accounts which require joint signatures, all concerned parties must sign.	
6. 如更改涉及聯名貸款賬戶, 所有有關借貨人均需簽署。 If the change(s) involve any joint loan accounts, all relevant borrowers must sign.	

#### 銀行專用 For Bank Use Only

Signature Verified	Processed by:	Checked by:
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