

- 1. Please allow 4 working days for updating bank records.
2. Please tick where applicable.
3. Please complete the form in English BLOCK LETTERS (except specified otherwise).
4. Please complete this form and return it to any Dah Sing branch by mail or in person for processing.
5. Customer instruction if given by mail-in or submitted by a third party will be processed after the Bank has duly checked / verified the form.

- 1. 請預留四個工作天以供辦理補誌紀錄。
2. 請在適當方格內加上剔號。
3. 請用英文正楷(除另作指明外)填寫此表格。
4. 請填妥此表格,並郵遞或親身交回任何一間大新銀行分行,以便處理。
5. 若以郵遞方法或由第三者遞交,本行會確認/核實此表格後才執行此指示。

(I) 客戶資料 Customer Information

個人客戶名稱 Customer Name of Personal
客戶身份證明文件種類及號碼 Customer ID Type and No.
如為指定中國內地個人客戶,請以中文填寫客戶名稱。 For designated PRC Personal Customers, please provide customer name in Chinese characters.

(II) 更新地址資料 Address Information Update

注意: 請以正楷填上需更改之資料。閣下所有之單名及聯名賬戶之通訊地址將作出相對的改動,唯簽署指示維持不變。上述賬戶包括本行之存款、貸款、投資、卡類、保管箱及電子銀行服務賬戶(統稱為"所有賬戶")。

地址類別 Address Type
住宅地址 Residential
住宅及通訊地址 Residential & Correspondence
住宅,永久地址及通訊地址 Residential,Permanent & Correspondence

英文地址 English Address
單位 Flat
層數 Floor
座數 Block
大廈名稱/屋村名稱/郵政信箱 Name of Building / Name of Estate / P.O. Box
門牌號數/街道名稱 Street No. / Street Name

(III) 更新聯絡資料 Contact Information Update

電話號碼 Telephone No.
住宅 Residential
辦公室 Office
手提電話 Mobile Phone
傳真機 Fax
傳呼機 Pager

注意: 請於海外號碼前加入國家編碼及地區編碼(如有)。如沒有填寫,本行將預設國家編碼為852(香港)。 Note: For overseas number, please add country code and area code (if any) in front of the number. Hong Kong country code-852 will be assigned by Bank if not specified in country code.

電郵地址 Email Address

刪除資料(請註明) Remove Record (Please specify)
住宅電話 Residential Tel
辦公室電話 Office Tel
手提電話 Mobile Phone
傳真機 Fax
傳呼機 Pager

^ 請列出紀錄在本行的身份證明文件號碼。 Please write down the identity document number recorded with the Bank.
# 如更改資料涉及聯名賬戶,請依照本行留存之授權簽署安排。 For joint account(s), please sign in accordance with the signing arrangement filed with the Bank.
^^ 如以附屬卡名義遞交此表格,只適用於更改附屬卡之賬戶資料。 For the supplementary card holder submission, only supplementary card information will be updated under his/her Card account(s).

**(IV)更新中文通訊地址 Chinese Correspondence Address Update (只適用於指定中國內地個人客戶 for designated PRC Personal Customer(s) only)**

<b>中文通訊地址</b> <b>Chinese Correspondence Address</b> <p>1. 只適用於中國內地地址。 Applicable to Address in Mainland China only.</p> <p>2. 此部份只適用於 i-Account 綜合理財戶口、私人銀行綜合戶口、儲蓄、往來、定期存款、「夢想成真」儲蓄計劃、債券、票據、股票掛鉤投資、證券及單位信託戶口(其他類別賬戶如貸款/卡類賬戶,請另外填寫英文通訊地址部份)。 This section is applicable to i-Account, Private Banking Consolidated Account, Savings, Current, Fixed Deposit, Target Savings Deposit, Bonds, Notes, ELI, Securities and Unit Trusts accounts only (Other account types e.g. Loans / Card accounts, please fill-in section for English Correspondence Address).</p> <p>3. 此部份不適用於聯名戶口持有人。 Not applicable to joint account holders.</p> <p>4. 客戶須留意,若客戶填寫以下中文地址,此中文地址將被應用於上述第2點之所有戶口作為通訊地址。 Customers should note that if they fill in the Chinese address below, such Chinese address will apply to all accounts mentioned in Note 2 above as correspondence address.</p>	<b>中文地址 (請以中文填寫) Chinese Address (Please complete in Chinese.)</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">中國省/ 自治區</td> <td style="width:40%;"></td> <td style="width:10%;">城市 /地區</td> <td style="width:10%;"></td> <td style="width:10%;">區</td> <td style="width:10%;"></td> </tr> <tr> <td colspan="6"><b>詳細地址</b></td> </tr> <tr> <td colspan="6"></td> </tr> </table> <b>中文地址譯本 (請以英文填寫) Address in English (Please complete in English)</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;"><b>China Provinces / Autonomous Regions / Municipalities</b></td> <td style="width:50%;"></td> </tr> <tr> <td><b>City / Region</b></td> <td></td> </tr> <tr> <td><b>District</b></td> <td></td> </tr> <tr> <td><b>Detail Address</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	中國省/ 自治區		城市 /地區		區		<b>詳細地址</b>												<b>China Provinces / Autonomous Regions / Municipalities</b>		<b>City / Region</b>		<b>District</b>		<b>Detail Address</b>			
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<b>職業</b> Occupation		<b>業務性質</b> Business Nature		<b>職業狀況</b> Employment Status	<input type="checkbox"/> 自僱 Self-employed	<input type="checkbox"/> 非自僱 Non-self-employed
<b>職位</b> Job Position				<b>每月收入</b> Monthly Income		

<b>僱主名稱</b> Name of Employer	
(注意:若閣下持有證券戶口/投資戶口,請選取以下方格。 Note: If you have securities account / investment account, please tick the appropriate box below.)	
閣下是否屬證券及期貨事務委員會/香港金融管理局持牌人或註冊人的僱員? Are you an employee of a Securities and Futures Commission / Hong Kong Monetary Authority Licensed or Registered Person?	
<input type="checkbox"/> 否 No	<input type="checkbox"/> 是 (請提供僱主同意開戶之書面證明) Yes (Please submit a written consent from your employer for account opening)

<b>姓(中)##</b> Surname(Chi)		<b>名(中)##</b> Given Name(Chi)		<b>國籍##</b> Nationality	
<b>姓(英)##</b> Surname(Eng)		<b>名(英)##</b> Given Name(Eng)		<b>教育程度</b> Education Level	
<b>婚姻狀況</b> Marital Status	<input type="checkbox"/> 單身 Single	<input type="checkbox"/> 已婚 Married	<input type="checkbox"/> 離婚 Divorced	<b>證件號碼##</b> Identification Document No.	<b>其他(請註明)</b> Others (Please specify)

## 請附上有關證明(如適用)。Please provide us with the relative document(s), if applicable.

請預留四個工作天(以收取此表格後計)以作新資料生效。如需要在四個工作天後生效,請在右方格內註明:  
Please allow 4 working days to effect the new information upon receipt. For other effective date, please specify in the box:  
(注意:如生效日為星期六,有關指示將於下一個工作天處理。  
Note: If the effective date stated is Saturday, the form will be processed one working day after the effective date.)

DD	MM	YYYY

**有關本人(等)的個人資料用於宣傳推廣的確認**  
**Acknowledgement of Use of My/ Our Personal Data In Direct Marketing**

本人(等)明白,銀行擬將本人(等)的個人資料用於宣傳推廣,惟必須先獲得本人(等)的同意。本人(等)曾就是否接受宣傳推廣作出選擇,本人(等)現確認本人(等)的現有選擇將維持不變,而本更改表格內提供的所有資料均可根據該項選擇加以使用。本人(等)明白,如本人(等)欲更改現在選擇,本人(等)可隨時填妥拒絕宣傳推廣表格後交會銀行,且無須就此支付任何費用。  
 I/ We understand that the Bank intends to use my/ our personal data in direct marketing and cannot do so without my/ our consent. I/ We have previously selected whether or not to receive direct marketing and I/ we confirm that there is no change to my/ our existing choice and all information provided in this amendment form shall be used in accordance with such choice. I/ We understand that if I/ we wish to change my/ our existing choice, I/ we may do so at any time and without charge by completing an opt-out form and returning it to the Bank.

<b>個人客戶/授權簽署(如適用)</b> <b>Personal Customer/Authorized Signature (if applicable)</b> (請於方格內簽署。Please sign within the box.)	<b>聯名戶口持有人簽署(如需聯名簽署)***</b> <b>Joint Account Holder Signature (if joint signature is required)</b> (請於方格內簽署。Please sign within the box.)
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<b>申請日期 Application Date</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%;"></td> <td style="width:33%;"></td> <td style="width:33%;"></td> </tr> <tr> <td style="text-align: center;">DD</td> <td style="text-align: center;">MM</td> <td style="text-align: center;">YYYY</td> </tr> </table> <p>請註明任何一個以上簽署的戶口號碼 Please specify any one account number to which the above signature(s) can apply</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%;"></td> <td style="width:33%;"></td> <td style="width:33%;"></td> </tr> </table> <p>***如果是聯名貸款賬戶,所有戶主必需簽署此表格。如更改信用卡通訊地址,必須由主卡持有人簽署及遞交。住宅按揭如屬「按揭保險計劃」種類,更改住宅按揭通訊地址之指示於得到香港按揭證券有限公司確認後方行處理,而所需時間可能超過四個工作天。 All signers of joint loan account, if applicable, must sign on this form. All requests for changing the correspondence address of credit card, must be signed and submitted by principal cardholder. For residential mortgage loan under "Mortgage Insurance Programme", the request for change of correspondence address of the Mortgage Loan will only be processed after consent is obtained from The Hong Kong Mortgage Corporation Limited and the updating process may exceed 4 working days.</p>				DD	MM	YYYY				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">For Bank Use Only</th> </tr> <tr> <td style="width:70%;"><b>To be completed by Branch / Receiving Department</b></td> <td style="width:30%;"><b>Date Received:</b></td> </tr> <tr> <td><input type="checkbox"/> In Person, ID verified</td> <td style="text-align: center;">DD MM YYYY</td> </tr> <tr> <td><input type="checkbox"/> Mail In/Third Party, Phone Confirmed</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Unable to contact. Confirmation Letter sent on _____ Effective date _____</td> <td></td> </tr> <tr> <td colspan="2">Initial by FS/ CS/ _____ Reviewed and approved by Authorized signer (full sig.)</td> </tr> <tr> <td colspan="2">For change on "Name of Employer"</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> Check employer name in SFC register for customer having securities/investment a/c</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> If customer's employer is licensed or registered person but without written consent, inform RSS/WMD</td> </tr> <tr> <td colspan="2"><b>BR Remarks</b></td> </tr> <tr> <td colspan="2"><input type="checkbox"/> Urgent</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> For Email Updates Only</td> </tr> </table>	For Bank Use Only		<b>To be completed by Branch / Receiving Department</b>	<b>Date Received:</b>	<input type="checkbox"/> In Person, ID verified	DD MM YYYY	<input type="checkbox"/> Mail In/Third Party, Phone Confirmed		<input type="checkbox"/> Unable to contact. Confirmation Letter sent on _____ Effective date _____		Initial by FS/ CS/ _____ Reviewed and approved by Authorized signer (full sig.)		For change on "Name of Employer"		<input type="checkbox"/> Check employer name in SFC register for customer having securities/investment a/c		<input type="checkbox"/> If customer's employer is licensed or registered person but without written consent, inform RSS/WMD		<b>BR Remarks</b>		<input type="checkbox"/> Urgent		<input type="checkbox"/> For Email Updates Only	
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