

FOR BANK USE ONLY	
CLIENT NO. 客戶編號	
ACCOUNT OFFICER 客戶經理	

CCBA ONLINE ENTERPRISE BANKING SERVICES MAINTENANCE FORM [“CCBA OEBS”]
中國建設銀行(亞洲)網上企業銀行服務更改表格

I. Customer Information 客戶資料

Registered Name 登記名稱	In English 英文
	In Chinese 中文
Account Title (if different from the above Name) 賬戶名稱 (如與上述名稱不同)	
Changes you would like to make 貴司擬作出更改的地方	<input type="checkbox"/> Section 1 : Amendment to Accounts Linked to CCBA Online Enterprise Banking Services (excluding Global Cash Management Service) 第一部分: 新增 /更改關聯至中國建設銀行(亞洲)網上企業銀行服務的賬戶 (不包括環球現金管理服務) <input type="checkbox"/> Section 2 : Amendment to Authorized Representatives for Accessing CCBA OEBS 第二部分: 新增及/或移除可登入中國建設銀行(亞洲)網上企業銀行服務的授權代表 <input type="checkbox"/> Section 3 : Amendment to Existing Management Control Options 第三部分: 更改現有的管理控制權 <input type="checkbox"/> Section 4 : Application for Security Device / Reset Password 第四部分: 申請保安編碼器 / 重設密碼 <input type="checkbox"/> Section 5 : Amendment to Existing CCBA OEBS Features and Corresponding Settings 第五部分: 更改中國建設銀行(亞洲)網上企業銀行服務的賬戶的現有服務功能及有關設置 <input type="checkbox"/> Section 6 : Amendment to Registered Beneficiary 第六部分: 更改登記受益人 <input type="checkbox"/> Section 7 : Maintenance of Operator Functions and Accounts on CCBA Online Enterprise Banking Services 第七部分: 維護制單員/審核員可操作的中國建設銀行(亞洲)網上企業銀行賬戶 <input type="checkbox"/> Section 8 : Unsubscribe to CCBA Online Enterprise Banking Services 第八部分: 取消中國建設銀行(亞洲)網上企業銀行服務

Section 1: Amendment to Accounts Linked to CCBA Online Enterprise Banking Services (For Account(s) under same name)
第一部分: 新增 /更改關聯至中國建設銀行(亞洲)網上企業銀行服務的賬戶 (同戶名賬戶)

<p>List all accounts you wish to link to / remove from the CCBA Online Enterprise Banking Services. 註明您擬與中國建設銀行(亞洲)網上企業銀行服務連結/ 移除的所有賬戶</p> <p>The Bank does not guarantee that all accounts listed will be linked successfully. 本行並不保證所有指定的賬戶均會獲連結</p>	<input type="checkbox"/> Add ALL accounts (including Time Deposit Accounts) 加入所有賬戶 (含所有定期賬戶) <i>(Note: If you select ALL accounts, please ensure that all relevant corporate approvals are provided to the Bank, which allow the Master(s) and Authoriser(s) to act on behalf of the Customer for all nominated accounts via CCBA Online Enterprise Banking Services (“the Services”). If you have further questions in relation to this, please contact your relationship managers.)</i> <i>(附註: 如果貴司選擇加入所有賬戶, 請確保向本行提供所有相關的公司批准, 讓主用戶及審核員得以就所有選定的賬戶透過中國建設銀行(亞洲)網上企業銀行服務(“此項服務”)代表客戶行事。如果貴司就這方面有任何疑問, 請聯絡貴司的客戶經理。)</i>																								
	<p>OR, as indicated below 或, 指示如下:</p> <table border="1"> <thead> <tr> <th>Deposit Account / Time Deposit Account 活期賬戶/定期賬戶</th> <th>Account Number 賬戶號碼</th> <th>Currency 幣種</th> <th>CCBA OEBS 中國建設銀行(亞洲) 網上企業銀行服務</th> </tr> </thead> <tbody> <tr> <td> <input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶 </td> <td></td> <td></td> <td> <input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除 </td> </tr> <tr> <td> <input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶 </td> <td></td> <td></td> <td> <input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除 </td> </tr> <tr> <td> <input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶 </td> <td></td> <td></td> <td> <input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除 </td> </tr> <tr> <td> <input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶 </td> <td></td> <td></td> <td> <input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除 </td> </tr> <tr> <td> <input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶 </td> <td></td> <td></td> <td> <input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除 </td> </tr> </tbody> </table>	Deposit Account / Time Deposit Account 活期賬戶/定期賬戶	Account Number 賬戶號碼	Currency 幣種	CCBA OEBS 中國建設銀行(亞洲) 網上企業銀行服務	<input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶			<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶			<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶			<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶			<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Deposit Account 活期賬戶 <input type="checkbox"/> Time Deposit Account 定期賬戶			<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除
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<p>If a Time Deposit Account is newly linked to OEBS, time deposit service will be a default service thereunder and the account inquiry functions will be available to all existing Operators. 如新關聯定期賬戶至網上企業銀行服務, 定期存款服務將默認開通及已有操作員將默認開通賬戶查詢功能。</p>																									

Section 2: Amendment to Authorized Representatives for Accessing CCBA OEBS

第二部分：新增及/或移除可登入中國建設銀行（亞洲）網上企業銀行服務的授權代表

Add as Master user(s)
加入為主用戶

(Maximum 2 Master Users per OEBS account)
(最多支持兩個主用戶)

Please provide copies of the relevant authorisations of the Master user eg board resolution or written authority similar to a board resolution
請提供主用戶的有關授權的副本，例如：董事會決議案或類似董事會決議案的書面授權

Add as Operator(s)
加入為操作員

Please provide copies of the relevant authorisations of the Authoriser eg board resolution or written authority similar to a board resolution
請提供審核員輸入者的有關授權的副本，例如：董事會決議案或類似董事會決議案的書面授權

Remarks: It is mandatory to fill in **all** the fields for each authorized representative.

備註：每位授權代表的**所有**信息欄位都必須填寫。

Each authorized representative will be entitled to one Security Device upon successful application.

每位授權代表均會在申請成功後獲分配一個保安編碼器。

	Master - 1 主用戶 - 1	Master - 2 主用戶 - 2
Title 稱謂	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太
Surname 姓氏		
Given name and other name 名字及其他名字		
Identification document type 身份證明文件類別	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼
CCBA OEBS User Name * 中國建設銀行(亞洲)網上企業銀行服務用戶名稱 *		
(Country Code) Mobile Number** (國家地區編碼) 手提電話號碼**	()	()
Email Address ** 電郵地址 **		
Security Device Serial No.: (For Bank Use Only)		

	Operator 操作員 - 1	Operator 操作員 - 2
Operator Role 操作員角色	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員
Title 稱謂	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太
Surname 姓氏		
Given name and other name 名字及其他名字		
Identification document type (Only applicable for Authoriser and Authoriser/Maker user role) 身份證明文件類別 (只適用於審核員及審核員/制單員的用戶角色)	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼
Date of Birth 出生日期		
CCBA OEBS User Name * 中國建設銀行(亞洲)網上企業銀行服務用戶名稱 *		
(Country Code) Mobile Number** (國家地區編碼) 手提電話號碼 **	()	()
Email Address ** 電郵地址 **		
Security Device Serial No.: (For Bank Use Only)		

	Operator 操作員 - 3	Operator 操作員 - 4
Operator Role 操作員角色	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員
Title 稱謂	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太
Surname 姓氏		
Given name and other name 名字及其他名字		
Identification document type (Only applicable for Authoriser and Authoriser/Maker user role) 身份證明文件類別 (只適用於審核員及審核員/制單員的用戶角色)	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼
Date of Birth 出生日期		
CCBA OEBS User Name * 中國建設銀行(亞洲)網上企業銀行服務用戶名稱 *		
(Country Code) Mobile Number ** (國家地區編碼) 手提電話號碼 **	()	()
Email Address ** 電郵地址 **		
Security Device Serial No.: (For Bank Use Only)		

	Operator 操作員 - 5	Operator 操作員 - 6
Operator Role 操作員角色	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員	Authoriser Authoriser/Maker Maker 審核員 審核員/制單員 制單員
Title 稱謂	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太	Mr / Miss / Ms / Mrs 先生 / 小姐 / 女士 / 太太
Surname 姓氏		
Given name and other name 名字及其他名字		
Identification document type (Only applicable for Authoriser and Authoriser/Maker user role) 身份證明文件類別 (只適用於審核員及審核員/制單員的用戶角色)	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼	<input type="checkbox"/> HKID No. 香港身份證號碼 <input type="checkbox"/> Passport No. 護照號碼 <input type="checkbox"/> Other ID No. 其他身份證明文件號碼
Date of Birth 出生日期		
CCBA OEBS User Name * 中國建設銀行(亞洲)網上企業銀行服務用戶名稱 *		
(Country Code) Mobile Number ** (國家地區編碼) 手提電話號碼 **	()	()
Email Address ** 電郵地址 **		
Security Device Serial No.: (For Bank Use Only)		

Note: Please use extra sheet if there are more than six (6) Operators.

附註: 如超過六位操作員, 請另附頁補充資料。

Added Operators will, by default, be authorized and granted the rights to perform Internal Transfer, Third Party Payments#, Foreign Exchange, Bill Payment, Direct Debit Authorization Service operation function.

新增操作員將默認開通賬戶查詢、同戶名轉賬、第三方付款#、外匯服務、繳費、直接付款授權服務操作功能。

* OEBS User Name is used to identify which user performed a particular transaction. It should consist of 6 characters without space, and can be any combination of A to Z and/or 0 to 9. Please note that the user name cannot be changed after it is set up.

網上企業銀行用戶名稱用作識別進行特定交易的用戶的身份。該名稱必須由 6 個字母組成, 當中並無空格, 可為英文字母 A 到 Z 及/或數 0 到 9。請注意, 用戶名稱於設定後不得更改。

** SMS One-time Password will be sent to the corresponding mobile phone number(s) for users' activation and notifications; relevant notifications will also be sent to the corresponding email address(es). Different authorized representatives must not share the same mobile number and email address.

短信一次性密碼將發送至相應的手提電話號碼以進行用戶激活及通知, 相關通知亦將會發送至相應的電郵地址。不同授權代表不能共用相同的手提電話號碼及電郵地址。

Including FPS Payment

包括轉數快匯款

Remove these operators
移除此等人士
作為操作員

User Name:
用戶名稱: :

Surname:
姓氏 :

Given Name:
名字 :

Operator Role: Master / Authoriser / Maker
操作員角色 : 主用戶 / 審核員 / 制單員

User Name:
用戶名稱: :

Surname:
姓氏 :

Given Name:
名字 :

Operator Role: Master / Authoriser / Maker
操作員角色 : 主用戶 / 審核員 / 制單員

User Name:
用戶名稱: :

Surname:
姓氏 :

Given Name:
名字 :

Operator Role: Master / Authoriser / Maker
操作員角色 : 主用戶 / 審核員 / 制單員

User Name:
用戶名稱: :

Surname:
姓氏 :

Given Name:
名字 :

Operator Role: Master / Authoriser / Maker
操作員角色 : 主用戶 / 審核員 / 制單員

Section 3: Amendment to Existing Management Control Options

第三部分：更改現有的管理控制權

Access control and transaction limits of the Masters within the CCBA Online Enterprise Banking Services.

主用戶於中國建設銀行（亞洲）網上企業銀行服務的登入控制權及交易操作權限。

Please select the management control right(s) of your Master(s)

請選擇主用戶的管理控制權。

- One Master user can set up, modify or delete Authorisers and/or Makers, and/or change the authorisation matrix
一個主用戶可以設定、更改或刪去審核員及／或制單員，及／或更改授權模式
 - Two Master users must jointly set up, modify or delete Authorisers and/or Makers, and /or change the authorisation matrix
兩個主用戶必須共同設定、更改或刪去審核員及／或制單員，及／或更改授權模式
- * Note: If this option is selected, please fill in information for Two Master users.
附註：若勾選此項，請填寫兩名主用戶資料。

Section 4: Application for Security Device / Password Reset (For existing user only)

第四部分：申請保安編碼器 / 重設密碼（僅適用於現有用戶）

CCBA OEBS User Name 中國建設銀行(亞洲)網上企業銀行服務用戶名稱： <input type="text"/>	CCBA OEBS User Name 中國建設銀行(亞洲)網上企業銀行服務用戶名稱： <input type="text"/>	CCBA OEBS User Name 中國建設銀行(亞洲)網上企業銀行服務用戶名稱： <input type="text"/>
Full Name 用戶全名：	Full Name 用戶全名：	Full Name 用戶全名：
Operator Role (Please circle) : 操作員角色（請圈出）： Master / Authoriser / Maker 主用戶 / 審核員 / 制單員	Operator Role (Please circle) : 操作員角色（請圈出）： Master / Authoriser / Maker 主用戶 / 審核員 / 制單員	Operator Role (Please circle) : 操作員角色（請圈出）： Master / Authoriser / Maker 主用戶 / 審核員 / 制單員
<input type="checkbox"/> Security Device 保安編碼器 Reason for application (please circle) : 申請原因（請圈出）： Damaged 損壞 / Lost 遺失	<input type="checkbox"/> Security Device 保安編碼器 Reason for application (please circle) : 申請原因（請圈出）： Damaged 損壞 / Lost 遺失	<input type="checkbox"/> Security Device 保安編碼器 Reason for application (please circle) : 申請原因（請圈出）： Damaged 損壞 / Lost 遺失
<input type="checkbox"/> Password Reset 重設密碼	<input type="checkbox"/> Password Reset 重設密碼	<input type="checkbox"/> Password Reset 重設密碼
For adding / amending mobile phone no.: 僅適用於新增 / 修改手機電話號碼： <input type="checkbox"/> Add 新增 <input type="checkbox"/> Amend 修改 (Country Code) Mobile Number: (國家地區編碼) 手提電話號碼: ()	For adding / amending mobile phone no.: 僅適用於新增 / 修改手機電話號碼： <input type="checkbox"/> Add 新增 <input type="checkbox"/> Amend 修改 (Country Code) Mobile Number: (國家地區編碼) 手提電話號碼: ()	For adding / amending mobile phone no.: 僅適用於新增 / 修改手機電話號碼： <input type="checkbox"/> Add 新增 <input type="checkbox"/> Amend 修改 (Country Code) Mobile Number: (國家地區編碼) 手提電話號碼: ()
Security Device Serial No.: (For Bank Use Only)	Security Device Serial No.: (For Bank Use Only)	Security Device Serial No.: (For Bank Use Only)

Note: SMS One-time Password will be sent to the corresponding mobile phone number(s) for Security Device activation. Password reset requires the use of Security Device, please also apply for a Security Device if you do not have any.

註：短信一次性密碼將發送至相應的手提電話號碼以啟動保安編碼器。重置密碼需要使用保安編碼器，如您並沒有持有任何保安編碼器，請同時作出申請。

Section 5: Amendment to Existing CCBA OEBS Features and Corresponding Settings
第五部分：更改中國建設銀行（亞洲）網上企業銀行服務的賬戶的現有服務功能及有關設置

Amend the existing Service Features
更改現有服務功能

Note 附註:

- 1 Please complete Section 7 accordingly for subscribing the function(s).
 如需開通該服務，請同時填寫第七部分。
- 2 To subscribe Autopay-out / in service, please complete **F1468 and other related forms.**
 如需開通代發/代扣服務，請填寫 **F1468 及有關申請表。**
- 3 To subscribe Securities Trading Services, please complete **F1043A and F2174.**
 如需開通證券交易服務，請填寫 **F1043A 及 F2174。**
- 4 To subscribe Settlement Agent Relation Transaction service, **BIC code** is required.
 如需開通結算代理相關交易服務，必須持有 **BIC 代碼。**
- 5 Please complete F650 only if you have not subscribed to Integrated Account Statement service. Once you have subscribed to Integrated Account eStatement Service, all the OEBS user(s) will be able to view the statement(s), which include transaction(s) of all account(s) without excluding those not linked to OEBS. 如貴司尚未開通綜合月結單服務，請填寫 F650 開通此服務。一旦開通電子綜合月結單服務，所有網上企業銀行的操作員將可以通過網上企業銀行查閱賬單，賬單內的賬戶及相關交易將不會按照已關聯到網上企業銀行進行篩選及區分，即所有貴司名下的賬號及交易均可以通過電子綜合月結單進行查閱。
- 6 This function is only limited to Cardmember(s) holding the Company's CCB(Asia) Business Card(s); once the function is enabled, all the CCB(Asia) Business Card(s) registered with the Company will be linked to Online Enterprise Banking Services for inquiry and other operations. 有關功能只限於建行(亞洲)商務卡信用卡會員；一旦成功開通後，貴公司名下的所有建行(亞洲)商務卡將可以通過網上企業銀行服務進行相關查詢及操作。
- 7 To subscribe Direct Debit Authorisation to Third Party Personal Account with CCBA Local, please complete **F1468 and other related forms.**
 如需開通直接付款授權至建設銀行亞洲個人賬戶，請填寫 **F1468 及有關申請表。**
- 8 To subscribe Cheque, Cashier's Order And Demand Draft Issuance service, please complete **F2196 and other related forms.**
 如需開通支票、本票及匯票代發服務，請填寫 **F2196 及有關申請表。**

<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Account Inquiry ¹	
	新增		刪除	賬戶查詢 ¹	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Internal Transfer ¹	(Please set up the corresponding transaction limit for new subscription)
	新增		刪除	同戶名轉賬 ¹	(如新增，請同時填寫交易限額)
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Third Party Payments ^{1*}	(Please set up the corresponding transaction limit for new subscription)
	新增		刪除	第三方支付款 ^{1*}	(如新增，請同時填寫交易限額)
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Foreign Exchange	
	新增		刪除	外匯買賣	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Bill Payment ¹	
	新增		刪除	繳費 ¹	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Direct Debit Authorization Service ^{1,7}	
	新增		刪除	直接付款授權服務 ^{1,7}	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Autopay-out Service ²	
	新增		刪除	代發服務 ²	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Autopay-in Service ²	
	新增		刪除	代扣服務 ²	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	eAlerts Service	
	新增		刪除	電子提示服務	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Account eStatement Service**	
	新增		刪除	電子賬戶對賬單服務**	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Integrated Account eStatement Service** ⁵	
	新增		刪除	電子綜合月結單服務** ⁵	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	eAdvice Service***	
	新增		刪除	電子通知書服務***	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Time Deposit Service	
	新增		刪除	定期存款服務	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Securities Trading Service ³	(Please enable Securities Trading Notification for new subscription)
	新增		刪除	證券交易服務 ³	(如新增，請同時填寫證券交易通知部分)
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	International Business	
	新增		刪除	國際結算服務	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Settlement Agent Related Transaction ⁴	(Please set up the corresponding transaction limit for new subscription)
	新增		刪除	結算代理相關交易 ⁴	(如新增，請同時填寫交易限額)
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Statement Request	
	新增		刪除	申領對賬單服務	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Checkbook Request	
	新增		刪除	申領支票簿服務	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Business card ⁶	
	新增		刪除	商務卡 ⁶	
<input type="checkbox"/>	Add	<input type="checkbox"/>	Remove	Cheque, Cashier's Order And Demand Draft Issuance Service ⁸	
	新增		刪除	支票、本票及匯票代發服務 ⁸	

* Including FPS Payment
 包括轉數快匯款

** Once subscribed to eStatement service, the paper statement of such account will no longer be mailed. You may cancel your subscription on eStatement anytime by submitting a special instruction to the Bank. After e-Statement Service cancellation, your statements will be mailed to your registered correspondence address accordingly.
 一旦成功設立「電子賬單」服務，其賬單將不再以郵寄方式送遞。您可以透過遞交更改表隨時取消電子賬單的服務。服務取消後，賬單將會郵寄到相應的聯

絡地址。

*** Once subscribed to eAdvice service, the paper advice of such account will no longer be mailed.
一旦成功設立「電子通知書」服務，其通知書不再以郵寄方式送遞。

Amend SMS Notification Setting (Applicable for Master(s) /Authoriser(s) only)
更改現有短訊通知 (僅適用於主用戶/審核員)

CCBA OEBS User Name 中國建設銀行(亞洲)網上企業銀行服務用戶名稱	<input type="text"/>	<input type="text"/>
(Country Code) Mobile Number * (國家地區編碼) 手提電話號碼*	(<input type="text"/>) <input type="text"/>	(<input type="text"/>) <input type="text"/>
Add or remove this mobile phone number 新增或移除此電話號碼	<input type="checkbox"/> Add 新增	<input type="checkbox"/> Remove 刪除

Note: An SMS alert will be sent to the mobile phone number (s) for any bank communications (e.g. payment is finally approved, upon successful activation of Online Enterprise Banking Services / verification code for the registration of FPS Addressing Service).

附註：任何銀行資訊(例如付款經最終核准/成功啟動網上企業銀行服務後/轉數快服務登記的驗證碼) 銀行會傳送短訊通知到此手提電話號碼。

* CCBA OEBS User Name and mobile phone number must match with the Authorised Representatives' information registered with the bank.

* 中國建設銀行(亞洲)網上企業銀行服務用戶名稱及手提電話號碼必須跟預留銀行的授權代表資料一致。

Amend Email Address for FPS Payment and the Registration of FPS Addressing Service
更改轉數快匯款及服務登記的電郵地址

Email Address 電郵地址	<input type="text"/>
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Note: This email address can be used for Registration of FPS Addressing Service and receiving the verification code. Email notification will be sent to this email address for FPS Payment and Registration of FPS Addressing Service.
If your email address is already recorded in our Bank, this section is not applicable.

附註：此電郵地址將可用作轉數快服務登記以及收取相關驗證碼；轉數快匯款及服務登記的電郵通知將會傳送到此電郵地址。
如已在本行登記電郵地址，此部分不適用。

Amend Daily Transaction Limit
更改每日交易限額

Please refer to the Special Terms and Conditions for Online Enterprise Banking Services set out in the Terms and Conditions for Accounts and Related Services (For Enterprise Customers) for all available services.

有關所有中國建設銀行(亞洲)網上企業銀行服務範疇，請參閱於賬戶及有關服務的條款和條件(企業客戶)所列之網上企業銀行服務的特別條款和細則。

Please specify your requested Daily Transaction Limits in the table below:

請在下表註明貴司擬申請所需的每日交易限額：

For Internal Transfer and Third Party Payments 適用於同戶名轉賬及第三方付款		
Requested daily transaction limit (Limit as in HKD equivalent; if this is left blank, the limit will be set as zero) 申請所需的每日交易限額 (限額為港幣等值；如留空，則限額將被設定為零)		
Total daily transaction limit 日累積交易總限額	HKD	
	For HKD, USD and CNY accounts: 港元、美元及人民幣賬戶：	For other currencies accounts: 其他幣種賬戶：
Internal Transfer 同戶名轉賬		
Third Party Payments: Registered Beneficiaries* 第三方付款：登記受益人*		
Third Party Payments: Non-Registered Beneficiaries* 第三方付款：非登記受益人*		
For Settlement Agent Related Transaction service 適用於結算代理相關交易		
Settlement Agent Registered Beneficiaries** 結算代理：登記受益人**		
Settlement Agent Non-Registered Beneficiaries** 結算代理：非登記受益人**		

Note: For maximum client daily transaction limit, please contact your relationship manager

附註：有關每日客戶交易限額的上限，請聯絡貴司的客戶經理

* Including FPS Payment
包括轉數快匯款

** If the client has not activated the Settlement Agent Related Transaction service, please leave the corresponding field(s) blank
如客戶未開通結算代理相關交易服務，毋須填寫該功能相關的每日交易限額

Corporate Bill Payment Service
企業繳費服務

Registration of High Risk Merchants 登記高風險商戶

Add the following merchant(s) for Corporate Bill Payment Service*
增加以下商戶作為企業繳費服務之用*

	Merchant Name** 商戶名稱**	Merchant Account /Bill No 商戶戶口 / 賬單號碼	Set the daily bill payment limit for High Risk merchant(s) 設定高風險商戶每日繳付賬單限額 (Maximum: HKD500,000 or its equivalent)*** (最高為 500,000 港元或其等值貨幣)***
1			HKD _____
2			HKD _____
3			HKD _____
4			HKD _____
5			HKD _____

Adjust Daily Bill Payment Limit 更改每日繳付賬單限額

Bill Payment Type 繳費項目	Payment Channels 繳費途徑	Maximum Daily Bill Payment Limit (HKD) 最高每日繳付賬單限額 (港幣)	Adjust Daily Bill Payment Limit 更改每日繳付賬單限額
Tax 稅務	OEBS 「網上企業銀行」	3,000,000	HKD _____
General Limit 商戶總限額	OEBS 「網上企業銀行」	500,000***	Not Applicable 不適用

* Only applicable to i) merchants under the "Banking and Credit Card Services" and "Credit Services" and ii) others merchant(s) that require pre-registration.
只適用於 i) 「銀行或信用卡服務」、「信貸財務」商戶類別；和 ii) 其他需預先登記的商戶。其他商戶則可於「網上企業銀行」登記賬單。

** Please make sure the merchant name is filled correctly. For details, you can refer to the Bill Payment Merchant List.
請確保所填寫的商戶名稱正確無誤。詳情貴司可參閱繳費商戶名單。

(https://online.asia.ccb.com/PersonalHKWeb/resources/hongkong_tc/doc/CoporateOnlineBankingBillPaymentMerchantList.pdf)

*** The maximum daily bill payment limit via OEBS is HKD500,000, excluding Tax Payment.
經「網上企業銀行」進行的繳費，每日繳付賬單限額最高為 500,000 港元，此限額不適用於稅項。

Securities Trading Notification (For Master(s) /Authoriser(s) only)
證券交易通知 (僅適用於主用戶/審核員)

Name of Authorised User 授權人姓名*:		HKID / Passport No. 身份證 / 護照號碼*:
Notification Channel # 提示渠道#	Language 語言	Contact Information* 聯絡資料*
<input checked="" type="checkbox"/> SMS 短訊*	<input type="checkbox"/> English 英文 / <input type="checkbox"/> Chinese 中文	(Country Code) Mobile Number (國家地區編碼) 手提電話號碼* (_____)
<input type="checkbox"/> Email 電郵*		Email Address 電郵地址:

The Bank will notify you when trade orders are fully or partially completed, rejected or cancelled on a trading day via the above selected notification channel(s).
當證券買賣指示完成、部份完成、被拒絕或被取消的時候，本行會透過以上渠道向貴司發送電子通知。

* Mobile number is mandatory. Only Master / Authoriser may receive the related notifications under Securities Trading Service.
手機號碼為必須的選項。只有主用戶或審核員可以接收證券交易服務下的相關通知。

Reactivation of Payments to Unregistered Account(s)*
重新啟動匯款至未登記戶口服務*

This function is for accounts which have not performed any transactions to unregistered accounts for over 12 months to reactivate such service.

此功能為是為超過 12 個月沒有向未登記戶口進行任何匯款的賬戶重新啟動該服務。

Section 6: Amendment to Registered Beneficiary/ FPS Recipient

第六部分：更改登記受益人/ 轉數快收款人

<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	Account Type 賬戶類型	<input type="checkbox"/> Bank Account Number 賬戶號碼	<input type="checkbox"/> Email Address 電郵地址
		<input type="checkbox"/> Mobile Number 手提電話號碼	<input type="checkbox"/> FPS ID 快速支付編號
	Beneficiary Name* 受益人名稱*		
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	Account Type 賬戶類型	<input type="checkbox"/> Bank Account Number 賬戶號碼	<input type="checkbox"/> Email Address 電郵地址
		<input type="checkbox"/> Mobile Number 手提電話號碼	<input type="checkbox"/> FPS ID 快速支付編號
	Beneficiary Name* 受益人名稱*		
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	Account Type 賬戶類型	<input type="checkbox"/> Bank Account Number 賬戶號碼	<input type="checkbox"/> Email Address 電郵地址
		<input type="checkbox"/> Mobile Number 手提電話號碼	<input type="checkbox"/> FPS ID 快速支付編號
	Beneficiary Name* 受益人名稱*		

* To register a FPS Recipient, only Mobile Number/ Email Address/ FPS ID is applicable; "Beneficiary Name" is not required.

* 登記轉數快收款人，只需提供手提電話號碼/電郵地址/快速支付編號；毋需填寫「受益人名稱」

Section 7: Maintenance of Operator Functions and, Accounts/Mobile Number/Email Address on CCBA Online Enterprise Banking Services

第七部分：維護制單員/審核員可操作的中國建設銀行（亞洲）網上企業銀行功能及賬戶/手提電話號碼/電郵地址

Add / Remove 新增/移除	Operating Functions 網上銀行功能	Account Number 賬號	Currency 幣種	OEBS User Name 網上銀行用戶名稱	Mobile Number 手提電話號碼	Email Address 電郵地址
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Account Inquiry** 賬戶查詢 <input type="checkbox"/> Internal Transfer 同戶名轉賬 <input type="checkbox"/> Third Party Payments* 第三方付款* <input type="checkbox"/> Foreign Exchange 外匯買賣 <input type="checkbox"/> Bill Payment 繳費 <input type="checkbox"/> eDDA*** 直接付款授權服務***				()	
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Account Inquiry** 賬戶查詢 <input type="checkbox"/> Internal Transfer 同戶名轉賬 <input type="checkbox"/> Third Party Payments* 第三方付款* <input type="checkbox"/> Foreign Exchange 外匯買賣 <input type="checkbox"/> Bill Payment 繳費 <input type="checkbox"/> eDDA*** 直接付款授權服務***				()	
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Account Inquiry** 賬戶查詢 <input type="checkbox"/> Internal Transfer 同戶名轉賬 <input type="checkbox"/> Third Party Payments* 第三方付款* <input type="checkbox"/> Foreign Exchange 外匯買賣 <input type="checkbox"/> Bill Payment 繳費 <input type="checkbox"/> eDDA*** 直接付款授權服務***				()	
<input type="checkbox"/> Add 新增 <input type="checkbox"/> Remove 移除	<input type="checkbox"/> Account Inquiry** 賬戶查詢 <input type="checkbox"/> Internal Transfer 同戶名轉賬 <input type="checkbox"/> Third Party Payments* 第三方付款* <input type="checkbox"/> Foreign Exchange 外匯買賣 <input type="checkbox"/> Bill Payment 繳費 <input type="checkbox"/> eDDA*** 直接付款授權服務***				()	

* Including FPS Payment 包括轉數快匯款
 *** Direct Debit Authorisation Service 直接付款授權服務

Section 8: Maintenance of CCBA Online Enterprise Banking Services

第八部分：維護中國建設銀行（亞洲）網上企業銀行服務

A. CCBA Online Enterprise Banking Services / 中國建設銀行（亞洲）網上企業銀行服務	
<input type="checkbox"/> Unsubscribe 取消	Tick the box to unsubscribe the CCBA Online Enterprise Banking Services *, including the access of nominated Authorised Representatives. 如需取消中國建設銀行（亞洲）網上企業銀行服務*，包括指定授權代表的登入，請在本方框打勾。 * unsubscribing CCBA Online Enterprise Banking Services will also terminate CCB(Asia) Business Mobile App 取消中國建設銀行（亞洲）網上企業銀行服務將一併取消建行(亞洲)企業銀行流動應用程式
B. CCB(Asia) Business Mobile App / 建行(亞洲)企業銀行流動應用程式	
Already have CCBA Online Enterprise Banking Services / 已經開立中國建設銀行（亞洲）網上企業銀行服務	
<input type="checkbox"/> Subscribe 登記	<input type="checkbox"/> Unsubscribe 取消 (masters can also change the mobile app access right through the Online Enterprise Banking Services > Mobile Banking Management; 主用戶亦可通過網上企業銀行 > 手機銀行管理更改用戶在流動應用程式的訪問權限)

Section 9: Collection of Password and Security Device

第九部份：領取密碼和保安編碼器

Collection of Password and Security Device

領取密碼和保安編碼器

For Bank Use:

Waive courier charge

Approved By:

(Please refer to related P&P for the approval procedure)

To access the Online Enterprise Banking Services for the first time, each User needs a User Name, Customer Number, Initial Password and a Security Device. The User Name and Customer Number, Initial Password will be mailed to your correspondence address.

首次登入網上企業銀行服務，每個用戶均需要使用戶名稱、客戶號碼、初始密碼及保安編碼器。用戶名稱及客戶號碼和初始密碼會郵寄到貴司的通訊地址。

The Security Devices will be sent to you via the following method.

保安編碼器將會透過以下方式寄給貴司。

For Hong Kong Correspondence Address 適用於香港通訊地址

Default delivery method: Send it by ordinary mail to the correspondence address of my/our business account

默認遞送方法：以平郵方式送到本人／吾等的商業賬戶的通訊地址

For Mainland and Overseas Correspondence Address 適用於內地及海外通訊地址

Default delivery method: Send it by courier to the correspondence address of my/our business account

默認遞送方法：以速遞方式送到本人／吾等的商業賬戶的通訊地址

Note: A handling charge may be levied on delivery via courier

附註：本行可能會對以速遞方式寄出的有關密碼及編碼器徵收手續費

Acknowledgements and Confirmations

確認及保證

General Acknowledgements and Confirmations

1. In connection with my/our account(s) with the Bank, I/we provide the information set out above regarding ourselves to the Bank. I/We represent, warrant, declare and confirm that all such information and any other information provided in and in connection with this CCBA Online Enterprise Banking Services Maintenance Form and any other banking documents I/we may sign or enter into from time to time is and will be true and correct and that the Bank may from time to time rely on such information in all matters concerning our mutual relations. I/we hereby undertake to notify the Bank in writing of any change in the information provided in and in connection with this CCBA Online Enterprise Banking Services Maintenance Form and any other banking documents signed or entered into by me/us from time to time.
2. I/We acknowledge and confirm that I/we have been advised by the Bank to obtain independent professional advice with respect to any account and/or service provided to me/us by the Bank and the legal implications of me/us entering into this CCBA Online Enterprise Banking Services Maintenance Form, my/our Mandate and any other banking documents I/we may from time to time sign or enter into with respect to any such service(s).
3. I/We represent, warrant and undertake that no other person has or will have any interest of whatsoever nature in the account(s) opened by me/us and any transactions conducted by me/us through the account(s). If I am/we are not the true and full beneficial owner(s) of the account(s) opened by me/us, I/we undertake to inform the Bank and provide the Bank with such information as to the ultimate beneficial owner(s) as the Bank may from time to time require.
4. I/we acknowledge and agree that my/our personal data will be used and disclosed in accordance with the Notice To Customers Relating To The Personal Data (Privacy) Ordinance. (Applicable to Customers Other than Companies / Corporations only).
5. I/We understand and confirm that any other language version of this Business Account Application Form and/or any other banking documentation is provided for reference only and that the English version will prevail in the event of any discrepancy or inconsistency between the English and any other language version.

一般性確認及保證

1. 就本人（吾等）在貴行之賬戶而言，本人（吾等）向貴行提供以上有關本人（吾等）的資料。本人（吾等）表示、保證、聲明並確認所有上述資料和任何其他與本申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格相關的資料，以及任何其他本人（吾等）不時簽署或訂立的銀行文件均屬真實準確的，貴行可以就有關我們之間的相互關係對該等資料加以倚賴。本人（吾等）在此承諾，若有任何與本申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格及本人（吾等）不時簽署或訂立的任何其他銀行文件所提供的資料發生變更時，本人（吾等）會以書面通知方式知會貴行。
2. 本人（吾等）承認並確認，貴行已建議本人（吾等）就貴行提供給本人（吾等）之任何賬戶及/或服務，以及本人（吾等）就任何該等服務訂立本申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格、賬戶授權書及本人（吾等）不時簽署或訂立的其他銀行文件之法律含義，諮詢獨立專業意見。
3. 本人（吾等）聲明、保證並承諾，現在及將來並無任何人士對本人（吾等）開立之賬戶及通過該等賬戶進行的交易享有屬任何性質的利益。如果本人（吾等）不是本人（吾等）所開立賬戶的真實及全面實益擁有人，本人（吾等）承諾會按照貴行不時要求，及時知會貴行並提供有關最終實益擁有人之資料。
4. 本人（吾等）承認並同意本人（吾等）之個人資料將根據《關於〈個人資料(私隱)條例〉的致客戶通知》獲使用及披露（僅適用於公司／機構以外之客戶）。
5. 本人（吾等）明白並確認除英文以外之其他語言提供的本申請使用中國建設銀行(亞洲)網上企業銀行服務（或稱"企業網上銀行服務"）更改表格及/或任何其他銀行文件僅供參考，如英文版本與其他語言版本有任何歧義，概以英文版本為準。

Acknowledgements and Confirmations - Accounts and Services Governed by Master Terms and Conditions

I/We acknowledge that I/we have been provided with the Master Terms and Conditions which, together with the Business Account Application Form (subject to acceptance by the Bank), this CCBA Online Enterprise Banking Services Maintenance Form and my/our Mandate to the Bank shall form and constitute a binding agreement. I/We confirm that I/we have carefully read and considered and that I/we understand the Mandate, the Business Account Application Form, the CCBA Online Enterprise Banking Services Maintenance Form and the Master Terms and Conditions and that I/we agree to be bound thereby.

Applicable only to Foreign Currency (including RMB) Accounts and Transactions

I/We acknowledge and confirm that I/we have read and understand:

- (i) the specific terms and conditions and risk disclosures relating to foreign currency (including RMB) accounts and transactions set out in the Master Terms and Conditions; and
- (ii) (if any) the additional information and risk disclosures relating to foreign currency (including RMB) accounts and transactions provided by the Bank to me/us in connection with this CCBA Online Enterprise Banking Services Maintenance Form.

In particular, I/we acknowledge and understand the following:

- (iii) RMB is currently not freely convertible (whether in the People's Republic of China (the "PRC") or elsewhere, including Hong Kong) and subject to exchange and other controls and restrictions of the PRC which may result in potential restrictions and uncertainties as to the availability of RMB and the feasibility of conducting transactions in RMB (including remittances of RMB to or from the PRC and conversion between RMB and other currencies (including through banks in Hong Kong)); and
- (iv) RMB business in Hong Kong is subject to frequent changes under, pursuant to or required by the Applicable RMB Rules and the Bank's RMB Clearing Agreements (each as defined in the Master Terms and Conditions) and may from time to time be subject to additional limitations prevailing in the Hong Kong market.

Applicable only to CCBA Online Enterprise Banking Services Accounts and Transactions

I/We acknowledge and confirm that I/we have read and understand:

- (i) the specific terms and conditions and risk disclosures relating to CCBA Online Enterprise Banking Services related accounts and transactions set out in the Master Terms and Conditions;
- (ii) (if any) the additional information and risk disclosures relating to CCBA Online Enterprise Banking Services accounts and transactions provided by the Bank to me/us in connection with this CCBA Online Enterprise Banking Services Maintenance Form and the Business Account Application Form;
- (iii) the director whose name and signature appears below is authorized to sign the CCBA Online Enterprise Banking Services Maintenance Form on behalf of the applicant company; and
- (iv) upon successful registration for the eStatement Service for Integrated Account Statement, the existing user's account inquiry permission is not applicable to Integrated Account eStatement, all OEBS User(s) will be able to view the account(s) linked to the Integrated Account Statement and its/their transaction(s) through the eStatement no matter the account(s) is/are linked onto the Online Enterprise Banking Services or not.
- (v) the specific terms and conditions and risk disclosures set out in the Terms and Conditions for Bank Services relating to Faster Payment System (<https://www.asia.ccb.com/hongkong/enterprise/doc/fps-tnc.html>) and in the Terms and Conditions for Electronic Direct Debit Authorisation Service (https://www.asia.ccb.com/hongkong/enterprise/edda_tnc.html)

主條款管轄的賬戶與服務之確認及保證

本人(吾等)承認本人(吾等)在提交商業賬戶申請表格(得到銀行受理)、本申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格及銀行授權書的同時,已收到主條款,該等文件共同構成一份具有約束力的協議。本人(吾等)確認本人(吾等)已仔細閱讀並經慎重考慮,本人(吾等)理解該等授權、商業賬戶申請表格、申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格及主條款,並且本人(吾等)同意受該等文件約束。

只適用於外幣(包括人民幣)賬戶及交易

本人(吾等)承認並確認本人(吾等)已閱讀及理解:

- (i) 主條款列明與外幣(包括人民幣)賬戶及交易相關的特別條款和細則以及風險披露,及
- (ii) (如有)與銀行就本申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格提供給本人(吾等)的外幣(包括人民幣)賬戶及交易相關的其他信息及風險披露。

本人(吾等)特此承認並理解以下條款:

- (iii) 人民幣目前並非可自由兌換貨幣(不論是在中華人民共和國(「中國」)還是在其他地方,(包括香港)),因受中國外匯及其他管制及限制,而就提供人民幣及進行人民幣交易(包括在來往中國之間的人民幣匯款及人民幣與其他貨幣之兌換(包括與香港的銀行之間的兌換))可能存在潛在限制及不明朗因素;及
- (iv) 在香港進行的人民幣業務或會受制於香港市場不時的變化及其他限制,同時亦需遵守適用之人民幣法規及銀行之人民幣清算協議(有關條款已在主條款界定)。

僅適用於中國建設銀行(亞洲)網上企業銀行服務賬戶及交易

本人(吾等)承認並確認本人(吾等)已閱讀及理解:

- (i) 主條款所載中國建設銀行(亞洲)網上企業銀行服務相關賬戶及交易相關的特別條款和細則以及風險披露;
- (ii) (如有)與銀行就申請使用中國建設銀行(亞洲)網上企業銀行服務更改表格及商業賬戶申請表格提供給本人(吾等)的中國建設銀行(亞洲)網上企業銀行服務賬戶及交易相關的其他信息及風險披露;
- (iii) 以下列示的董事名字及簽署乃獲授權代表申請人公司簽署中國建設銀行(亞洲)網上企業銀行服務更改表格;及
- (iv) 如貴公司成功登記了電子綜合結單服務後,原有對操作員所分配的查詢賬戶權限不適用於電子綜合月結單,貴公司的網上企業銀行用戶都將能夠通過電子結單查看所有已關聯上綜合結單的賬戶及其交易,不論該賬戶是否已連接到網上企業銀行業務。
- (v) 列於有關快速支付系統(https://www.asia.ccb.com/hongkong_tc/enterprise/doc/fps-tnc.html)及電子直接付款授權服務(https://www.asia.ccb.com/hongkong_tc/enterprise/edda_tnc.html)的銀行服務的條款和條件內的條款和細則以及風險披露。

S.V.

Authorised Signature(s) 授權人簽署

Title(s) 職銜

Date 日期