

客戶號碼 CIF No. \_\_\_\_\_ (銀行專用 For Bank Use Only)

經辦分行 Br. \_\_\_\_\_

日期 Date \_\_\_\_\_

**請注意 Please note**

- 領取用戶名稱 / 代號 / 個人密碼指示將寄往公司。  
We will mail the instruction of collecting User ID / Telematic Code / PIN to your office.
- 請以正楷填寫表格。  
Please complete the form in BLOCK LETTERS.
- 如於填寫表格時有任何疑問，歡迎隨時致電本行電子理財服務熱線 (853) 2832 2222 或向開戶分行查詢。  
If you have any problems filling in this form, please call our hotline at (853) 2832 2222 or contact your account opening branch.
- 請細閱本行商業電子理財服務之條款及細則 (列於 [www.ocbc.com.mo](http://www.ocbc.com.mo))。  
Please read the eBanking Services Terms and Conditions (found at [www.ocbc.com.mo](http://www.ocbc.com.mo)).

## 1 公司資料 Company Information

公司名稱、商業證明文件及戶口資料必須與本行的紀錄相同

The company name, the business identification documents and details of the account(s) stated must be the same as the records held by the Bank

公司名稱 Company Name ▶ 請以英 / 葡文填寫 in English / Portuguese

公司名稱 Company Name ▶ 請以中文填寫 in Chinese

公司電話 Company Tel No.

商業登記證號碼 / 開業申報表編號 Business Registration Certificate / M1 Form

公司類別 Company Type

 獨資經營商號 Sole proprietorship  有限公司 Limited company  其他 Others \_\_\_\_\_

## 2 服務類別 Service Type ▶ 請選擇你的選項 Please select your options

 網上理財 Internet Banking

服務包括 Services provide:

 公司及用戶管理 (預設) Company / User Administration (Default) 基本服務 (預設) Basic Services (Default)

基本服務包括查詢交易指示狀況、賬戶查詢、支票服務、網上申請、利率及匯價查詢、內部轉賬、指定戶口轉賬、外幣及黃金買賣限價指示、定期存款、電子發薪及批量付款指示狀況查詢服務(如欲申請上載檔案或批核交易服務，須填寫電子證書服務申請/更改事項表格)、繳付費用及信用卡賬款等 Basic Services includes Transaction Status Enquiry, Account Enquiry, Cheque Service, Online Requisition, Rates Enquiry, Internal Transfer, Nominated Account Transfer (NACT), Foreign Currency and Gold Buy / Sell Order and Time Deposit, Payroll Service and Batch Payment Instruction Status Enquiry (For adding Upload Files or Approves Transactions Service, please fill in eCertificate Service - Company Application / Change Information Form), Bill Payment, Credit Card Payment and etc.

 匯款服務 (電匯) Remittance Service (Telegraphic Transfer)

須填寫網上理財服務-電匯範本申請表格。 Please fill in Internet Banking - Telegraphic Transfer Template Application / Alteration Request Form.

 港澳即匯通服務 HK-Macau Instant Remittance Service

須填寫網上理財服務-港澳即匯通範本登記及取消表格。 Please fill in Internet Banking - HK-Macau Instant Remittance Template Registration / Cancellation Request Form.

 投資服務 Investment Service

須於第 3 項附加 閣下之投資賬戶號碼，並填寫股票服務申請 / 更改表格。 Please add your Investment account number in Section 3 and fill in Securities Service Application Form.

 「過數易」服務 Easy Transfer Service ▶ 可選 Optional

須提供使用者之流動電話號碼用作收取一次性密碼。每日每收款人轉賬上限為澳門幣伍萬圓正。 Please provide your mobile phone no. for one-time password. The daily transfer limit per beneficiary is MOP50,000.

 電話理財 Telematic Banking 先生 Mr.  女士 Ms.

使用者姓名 User Name ▶ 請以英 / 葡文填寫 in English / Portuguese

使用者姓名 User Name ▶ 請以中文填寫 in Chinese

身份證 / 護照號碼 ID Card / Passport No

▶ 必須提供使用者之身份證明文件及常居住址證明正本

*User's ID / Passport and residential address proof documents are required*

住宅電話 Home Tel No.

流動電話號碼 Mobile Phone No.

授權簽署人簽署：

Authorized Signature(s) : \_\_\_\_\_

### 3 基本賬戶 Primary Account

- 基本賬戶必須為港幣 / 澳門幣往來賬戶、儲蓄賬戶或結單賬戶。而聯絡地址將根據基本賬戶所登記之地址。  
Primary Account must be HKD / MOP Current, Savings or Statement Account. Registered address of Primary Account will be used as correspondence address of Business eBanking Services.
- 若基本賬戶被取消，使用者將不能登入商業電子理財服務。  
In case the primary account was closed, user(s) will not be able to login Business eBanking Services.

本公司之基本賬戶為 The Primary Account is

### 4 賬戶清單 Account List ▶ 請剔選 / 填寫相應項 Please tick / fill in accordingly

新登記之商業網上理財賬戶將自動授權予主要使用者及普通使用者。  
Registered accounts of Business Internet Banking will be granted to all Primary User(s) and Secondary User(s) of the organization.

- 將本公司 / 協會 / 會社 / 社團名下所有適用之貴行賬戶加入網上理財(如適用)及電話理財(如適用) (不包括日後開立之戶口)  
Add all applicable accounts under the applicant company/association/club/society's name to Internet Banking (if applicable) and Telematic Banking (if applicable) (Excluding those accounts that will be opened in the future)

- 按以下指示 As per the following instruction(s)

1.	賬戶號碼 Account Number <input type="text"/>	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
2.	賬戶號碼 Account Number <input type="text"/>	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
3.	賬戶號碼 Account Number <input type="text"/>	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
4.	賬戶號碼 Account Number <input type="text"/>	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
5.	投資戶口 Investment A/C <input type="text"/> <small>▶ 須同時填寫股票服務申請 / 更改表格 To fill in Securities Service Application Form is mandatory</small>	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking

### 5 信用卡轉賬付款授權書 Standing Payment Order for Credit Card Transfer

茲授權 貴行在收到本公司經由商業電子理財發出之轉賬指示後，從本公司已加入電子理財之指定戶口支取有關款項並轉交至 貴行下列信用卡賬戶。本付款授權書將繼續生效直至另行通知為止。  
Upon the receipt of instruction for Credit Card Account Transfer transmitted to you through Business eBanking, you are authorized to debit the accounts that had been added to Business eBanking and make payment to the Credit Card account of the payee named below with you. This payment order shall have effect until further notice.

1.	信用卡號碼 Credit Card Number <input type="text"/>	<input type="checkbox"/> 澳門幣 MOP <input type="checkbox"/> 港幣 HKD	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
	信用卡持卡人英 / 葡文姓名 Cardholder Name in Eng / Port. _____			證件號碼 ID Card No. _____
2.	信用卡號碼 Credit Card Number <input type="text"/>	<input type="checkbox"/> 澳門幣 MOP <input type="checkbox"/> 港幣 HKD	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
	信用卡持卡人英 / 葡文姓名 Cardholder Name in Eng / Port. _____			證件號碼 ID Card No. _____
3.	信用卡號碼 Credit Card Number <input type="text"/>	<input type="checkbox"/> 澳門幣 MOP <input type="checkbox"/> 港幣 HKD	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
	信用卡持卡人英 / 葡文姓名 Cardholder Name in Eng / Port. _____			證件號碼 ID Card No. _____
4.	信用卡號碼 Credit Card Number <input type="text"/>	<input type="checkbox"/> 澳門幣 MOP <input type="checkbox"/> 港幣 HKD	至 To	<input type="checkbox"/> 網上理財 Internet Banking <input type="checkbox"/> 電話理財 Telematic Banking
	信用卡持卡人英 / 葡文姓名 Cardholder Name in Eng / Port. _____			證件號碼 ID Card No. _____

授權簽署人簽署：

Authorized Signature(s) : \_\_\_\_\_

### 6 指定戶口轉賬付款授權書 Standing Payment Order for Nominated Account Transfer

茲授權 貴行在收到本公司經由商業電子理財發出之指定戶口轉賬指示後，從本授權書所填寫之賬戶支取有關款項並轉交至 貴行下列收款人之賬戶。本付款授權書將繼續生效直至另行通知或於下列到期日屆滿為止 (兩者中最早之日期為準)。

Upon receipt of instruction for Nominated Account Transfer transmitted to you through Business eBanking, you are authorized to debit the account mentioned in this standing payment order and make payment to the account of the payee named below with you. This payment order shall have effect until further notice or until the below written expiry date (whichever is earlier).

- 澳門幣及港幣賬戶必須為往來 / 儲蓄 / 結單賬戶 HKD and MOP A/C must be current / savings / statement A/C
- 外幣轉賬之付款戶口及其收款賬戶之幣別必須相同 CCY of both Debited A/C and Credited A/C must be the same

<b>1.</b>						
<input checked="" type="checkbox"/> 新增 Add	<table border="0"> <tr> <td style="text-align: center;">至 To</td> <td><input type="checkbox"/> 網上理財 Internet Banking</td> <td><input type="checkbox"/> 電話理財 Telematic Banking</td> </tr> </table>	至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking		
至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking				
付款賬戶 Account No. to be debited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
每次最高限額 Maximum Transaction Limit ▶ 每日交易最高為等值港幣 1,000,000 Not exceeding equivalent to HKD1,000,000 per day						
到期日 Expiry Date ▶ 日/月/年 DD/MM/YY						
<input type="text"/>						
收款賬戶 Account No. to be credited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
收款賬戶名稱 Name of Account to be credited						
收款人參考 Payee's Reference						
<input type="text"/>						

<b>2.</b>						
<input checked="" type="checkbox"/> 新增 Add	<table border="0"> <tr> <td style="text-align: center;">至 To</td> <td><input type="checkbox"/> 網上理財 Internet Banking</td> <td><input type="checkbox"/> 電話理財 Telematic Banking</td> </tr> </table>	至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking		
至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking				
付款賬戶 Account No. to be debited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
每次最高限額 Maximum Transaction Limit ▶ 每日交易最高為等值港幣 1,000,000 Not exceeding equivalent to HKD1,000,000 per day						
到期日 Expiry Date ▶ 日/月/年 DD/MM/YY						
<input type="text"/>						
收款賬戶 Account No. to be credited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
收款賬戶名稱 Name of Account to be credited						
收款人參考 Payee's Reference						
<input type="text"/>						

<b>3.</b>						
<input checked="" type="checkbox"/> 新增 Add	<table border="0"> <tr> <td style="text-align: center;">至 To</td> <td><input type="checkbox"/> 網上理財 Internet Banking</td> <td><input type="checkbox"/> 電話理財 Telematic Banking</td> </tr> </table>	至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking		
至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking				
付款賬戶 Account No. to be debited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
每次最高限額 Maximum Transaction Limit ▶ 每日交易最高為等值港幣 1,000,000 Not exceeding equivalent to HKD1,000,000 per day						
到期日 Expiry Date ▶ 日/月/年 DD/MM/YY						
<input type="text"/>						
收款賬戶 Account No. to be credited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
收款賬戶名稱 Name of Account to be credited						
收款人參考 Payee's Reference						
<input type="text"/>						

<b>4.</b>						
<input checked="" type="checkbox"/> 新增 Add	<table border="0"> <tr> <td style="text-align: center;">至 To</td> <td><input type="checkbox"/> 網上理財 Internet Banking</td> <td><input type="checkbox"/> 電話理財 Telematic Banking</td> </tr> </table>	至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking		
至 To	<input type="checkbox"/> 網上理財 Internet Banking	<input type="checkbox"/> 電話理財 Telematic Banking				
付款賬戶 Account No. to be debited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
每次最高限額 Maximum Transaction Limit ▶ 每日交易最高為等值港幣 1,000,000 Not exceeding equivalent to HKD1,000,000 per day						
到期日 Expiry Date ▶ 日/月/年 DD/MM/YY						
<input type="text"/>						
收款賬戶 Account No. to be credited						
<table border="0"> <tr> <td>賬戶號碼 Account Number</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/> 澳門幣 MOP</td> <td><input type="checkbox"/> 港幣 HKD</td> <td><input type="checkbox"/> 其他幣別 Other _____</td> </tr> </table>		賬戶號碼 Account Number	<input type="text"/>	<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____
賬戶號碼 Account Number	<input type="text"/>					
<input type="checkbox"/> 澳門幣 MOP	<input type="checkbox"/> 港幣 HKD	<input type="checkbox"/> 其他幣別 Other _____				
收款賬戶名稱 Name of Account to be credited						
收款人參考 Payee's Reference						
<input type="text"/>						

授權簽署人簽署：

Authorized Signature(s) : \_\_\_\_\_

### 7 批核權限設定 (申請網上理財專用) Approval Authority Setting (For applying Internet Banking only)

本公司於商業網上理財所作出之指示將根據下列之批核權限表設定作出批核。

Instructions submitted through Business Internet Banking Services should be approved according to Approval Matrix as follows.

- 批核權限表為一管理設定，容許客戶將用戶分為不同之批核組別，透過所預先設定之批核限額及不同之組別組合以達致控制交易限額之目的。  
Approval Matrix is a control instrument which allows company to assign Secondary User into different groups. Through the interaction of preset limit for each group, the control of transaction limit can be achieved.
- 授權批核的使用者最多可被劃分為 A, B 及 C 三個組別。  
“Approver(s)”, user(s) whom was / were granted the approval authority, can be classified into Group A, B and C.
- 當使用者所發出之指示超出其獨立批核權限，指示將會與其他使用者以聯合批核形式被批核。  
If the instruction exceeds the user’s single approval authority, the instruction will be approved by joint approval with other user.
- 所有使用者之最終批核權限乃受本行就個別電子銀行服務之交易項目而訂定之每日最高交易限額所限制，有關每日最高交易限額，請參照第 8 項所列資料。  
The final approval authority of all users should be subject to the Daily Transaction Limits of eBanking Services. Please refer to Section 8 for the Daily Transaction Limit.

#### 批核權限表 Approval Matrix

授權組別 Approval Group	每次交易授權限額 (港幣等值) Transaction Approval Limit (HKD Equivalent)
A	HKD
B	HKD
C	HKD
A + A	HKD
A + B	HKD
A + C	HKD
B + B	HKD
B + C	HKD
C + C	HKD

### 8 每日交易限額 (申請網上理財專用) Daily Transaction Limit (For applying Internet Banking only)

主要使用者可透過商業網上理財服務，降低有關服務之每日最高限額。

Primary user can reduce the Maximum Daily Transaction Limit of designated service(s) through Business eBanking Services.

服務 Services	預設之每日交易最高限額 Bank Maximum Daily Limit	要求設定的每日最高限額 (不可高於本行之設定) Requested Daily Limit (Not exceeding Bank Maximum Daily Limit)
內部轉賬 Internal Fund Transfer	HKD10,000,000	
指定戶口轉賬 Nominated Account Transfer	HKD1,000,000	
已登記電匯 Registered Telegraphic Transfer	HKD10,000,000 (兩者共用) (Shared) 「已登記港澳即匯通」之每次交易最高限額為 HKD500,000 Max. HKD500,000 for each transaction of “Registered HK-Macau Instant Remittance”	
已登記港澳即匯通 Registered HK- Macau Instant Remittance		
繳付賬單 Bill Payment	HKD100,000	
繳付信用卡賬款 Credit Card Payment	HKD1,000,000	
新做定期存款 Fixed Deposit Placement	無上限 No Limit	
外幣及黃金買賣價指示 FCY & Gold Buy/ Sell Order	每次交易最高限額為 HKD300,000 Max. HKD300,000 for each transaction	(僅適用於降低交易限額) (Only applicable for reduction)
股票交易 Securities Trading	無每日交易上限，惟每次交易最高限額為 HKD8,000,000 No daily transaction limit, Max HKD8,000,000 for each transaction	
發薪服務 Payroll Service	HKD2,000,000 (兩者共用) (Shared)	
批量付款服務 Batch Payment Service		
「過數易」轉賬服務 Easy Transfer Service	MOP2,000,000	

授權簽署人簽署：

Authorized Signature(s) : \_\_\_\_\_

### 9 使用者資料 (申請網上理財專用) Internet Banking User Information (For applying Internet Banking only)

- 主要使用者擁有商業網上理財服務的管理及控制權。當你完成開立商業網上理財服務手續後，主要使用者可於網上設定服務範圍、每日交易限額、更改使用賬戶清單及設定普通使用者權限。  
A Primary User has the administration and control authority of the Business Internet Banking Services. Once your Business Internet Banking Services are established, Primary User(s) can maintain the service scope, daily transaction limit and the account list of the company as well as to maintain Secondary User(s)' profile via Internet.
- 所有主要使用者均可管理普通使用者及公司資料，包括暫停普通使用者之使用、更改普通使用者之服務範圍及更改公司服務範圍與相關之每日限額等。  
All Primary User(s) have equal authority to manage Secondary User(s) and Company profile such as suspending Secondary User(s), changing Secondary User's service scope and changing the service scope and daily limits of the company, etc.
- 商業網上理財服務不可設定多於兩位主要使用者。  
You can assign up to **TWO Primary Users** to manage your Business Internet Banking Services and user profile.
- 如申請已獲接納，用戶名稱及密碼將會以郵寄方式分別寄往貴公司之聯絡地址(根據基本賬號所登記之地址)。  
User ID and Personal Identity Number (PIN) will be mailed to the company's correspondence address once the application is accepted by the bank (registered address of Primary Account will be used as correspondence address of Business Internet Banking Services).
- 普通使用者為公司之授權代表，能透過商業電子理財服務向銀行發出指示。  
Secondary User is the authorized person whom gives instruction(s).

#### 使用者 1 User 1

先生 Mr.       女士 Ms.

使用者姓名 User Name ▶ 請以英 / 葡文填寫 in English / Portuguese

使用者姓名 User Name ▶ 請以中文填寫 in Chinese

澳門身份證 Macau ID Card       護照 Passport       其他 Others

身份證明文件號碼 Identification Document No.

▶ 必須提供使用者之身份證明文件及常居住址證明正本 User's ID / Passport and residential address proof documents are required

主公司電話 1<sup>st</sup> Company Tel No.

次公司電話 2<sup>nd</sup> Company Tel No.

住宅電話 Home Tel No.

流動電話號碼 Mobile Phone No.

使用者類別 User Type ▶ 只可選擇一項 Tick one only

主要使用者 Primary User

普通使用者\* Secondary User\*

主要及普通使用者 Primary & Secondary User

\*如客戶只選擇普通使用者，請簽署確認 Please sign to confirm if only secondary user is chosen

客戶簽署 (有效印鑑) Authorized Signature(s)

使用者設定 (普通使用者) User Setting (Secondary User) ▶ 選項 Optional

提供公司所登記之查詢服務 (普通使用者將不能進行任何交易) 及

Grant enquiry service(s) of the company (Secondary User CANNOT execute any transaction) AND

授權使用公司所登記之所有服務選項及賬戶 (普通使用者將不能批核任何交易)

Grant all registered service(s) and registered account(s) of the company (Secondary User CANNOT approve any transaction)

授權使用公司所登記之所有服務選項及賬戶並授權予批核權限

Grant all registered service(s) and registered account(s) of the company and grant approval authority

如使用批核權限表請選擇以下其中一組 (請參照第 7 項所列資料)

In case of using Approval Matrix please select one of the following Approval Groups (Please refer to Section 7)

組別 A Group A

組別 B Group B

組別 C Group C

- 主要使用者擁有商業網上理財服務的管理及控制權。當你完成開立商業網上理財服務手續後，主要使用者可於網上設定服務範圍、每日交易限額、更改使用賬戶清單及設定普通使用者權限。  
A Primary User has the administration and control authority of the Business Internet Banking Services. Once your Business Internet Banking Services are established, Primary User(s) can maintain the service scope, daily transaction limit and the account list of the company as well as to maintain Secondary User(s)' profile via Internet.
- 所有主要使用者均可管理普通使用者及公司資料，包括暫停普通使用者之使用、更改普通使用者之服務範圍及更改公司服務範圍與相關之每日限額等。  
All Primary User(s) have equal authority to manage Secondary User(s) and Company profile such as suspending Secondary User(s), changing Secondary User's service scope and changing the service scope and daily limits of the company, etc.
- 商業網上理財服務不可設定多於兩位主要使用者。  
You can assign up to TWO Primary Users to manage your Business Internet Banking Services and user profile.
- 如申請已獲接納，用戶名稱及密碼將會以郵寄方式分別寄往貴公司之聯絡地址(根據基本賬號所登記之地址)。  
User ID and Personal Identity Number (PIN) will be mailed to the company's correspondence address once the application is accepted by the bank (registered address of Primary Account will be used as correspondence address of Business Internet Banking Services).
- 普通使用者為公司之授權代表，能透過商業電子理財服務向銀行發出指示。  
Secondary User is the authorized person whom gives instruction(s).

### 使用者 2 User 2

先生 Mr.       女士 Ms.

使用者姓名 User Name ▶ 請以英/葡文填寫 in English / Portuguese

使用者姓名 User Name ▶ 請以中文填寫 in Chinese

澳門身份證 Macau ID Card       護照 Passport       其他 Others

身份證明文件號碼 Identification Document No.

▶ 必須提供使用者之身份證明文件及常居住址證明正本 User's ID / Passport and residential address proof documents are required

主公司電話 1<sup>st</sup> Company Tel No.

次公司電話 2<sup>nd</sup> Company Tel No.

住宅電話 Home Tel No.

流動電話號碼 Mobile Phone No.

使用者類別 User Type ▶ 只可選擇一項 Tick one only

- 主要使用者 Primary User  
 普通使用者\* Secondary User\*  
 主要及普通使用者 Primary & Secondary User

\*如客戶只選擇普通使用者，請簽署確認 Please sign to confirm if only secondary user is chosen

客戶簽署 (有效印鑑) Authorized Signature(s)

使用者設定 (普通使用者) User Setting (Secondary User) ▶ 選填 Optional

- 提供公司所登記之查詢服務 (普通使用者將不能進行任何交易) 及  
Grant enquiry service(s) of the company (Secondary User CANNOT execute any transaction) AND
- 授權使用公司所登記之所有服務選項及賬戶 (普通使用者將不能批核任何交易)  
Grant all registered service(s) and registered account(s) of the company (Secondary User CANNOT approve any transaction)
- 授權使用公司所登記之所有服務選項及賬戶並授權予批核權限  
Grant all registered service(s) and registered account(s) of the company and grant approval authority

如使用批核權限表請選擇以下其中一組 (請參照第 7 項所列資料)

In case of using Approval Matrix please select one of the following Approval Groups (Please refer to Section 7)

組別 A Group A       組別 B Group B       組別 C Group C

授權簽署人簽署：

Authorized Signature(s) : \_\_\_\_\_

### 10 簽署 Authorised Signature

- 獨資經營商號 - 須由東主簽署 For Sole Proprietor - signed by Sole Proprietor.
- 有限公司 - 須由申請公司所通過的會議記錄所指定的有效授權簽署人簽署 For Limited Company - signed by authorized signers stated in the Certificate of Resolutions of the company.
- 協會 / 會社 / 社團 - 須由申請團體所通過的會議記錄所指定的有效授權簽署人簽署 For Association / Club / Society - signed by authorized signers stated in the Certificate of Resolutions of the association / club / society.

致：華僑銀行(澳門)股份有限公司

1. 本人(等) 明白及同意商業電子理財的使用受到有關之條款及章則規限，而該條款及章則將於本人(等) 遞交此申請表時交予本人(等)。本人(等) 同意申請人於使用時須遵守條款及章則之各項條文，並願受其約束。
2. 本人(等) 同意申請人透過商業電子理財服務運作所列之基本賬戶與附屬賬戶以及今後本人(等) 向 貴行申請增加之附屬賬戶，直至另行通知為止。

To: OCBC Bank (Macau) Limited

1. I / We acknowledge that the use of Business eBanking Service is subject to the terms and conditions of use of eBanking Service, and which I / We understand will be given to me / us when this application form is submitted to the Bank.
2. I / We, the undersigned, hereby agree the Applicant to operate my / our stated Primary Account and Subsidiary Account of now or hereafter registered with you through the access of Business eBanking Service until further notice.

授權簽署的申請公司 / 協會 / 會社 / 社團代表人 Signed for and on behalf of the applicant company / association / club / society

1. 全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title

\_\_\_\_\_

授權簽署人簽署 Authorized Signature

\_\_\_\_\_

S.V.

▶ 簽署須與申請公司授權證明書上之簽署式樣相同  
Please use specimen signature in the Certificate of Resolutions

2. 全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title

\_\_\_\_\_

授權簽署人簽署 Authorized Signature

\_\_\_\_\_

S.V.

▶ 簽署須與申請公司授權證明書上之簽署式樣相同  
Please use specimen signature in the Certificate of Resolutions

3. 全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title

\_\_\_\_\_

授權簽署人簽署 Authorized Signature

\_\_\_\_\_

S.V.

▶ 簽署須與申請公司授權證明書上之簽署式樣相同  
Please use specimen signature in the Certificate of Resolutions

4. 全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title

\_\_\_\_\_

授權簽署人簽署 Authorized Signature

\_\_\_\_\_

S.V.

▶ 簽署須與申請公司授權證明書上之簽署式樣相同  
Please use specimen signature in the Certificate of Resolutions

5. 全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

職位 Title

\_\_\_\_\_

授權簽署人簽署 Authorized Signature

\_\_\_\_\_

S.V.

▶ 簽署須與申請公司授權證明書上之簽署式樣相同  
Please use specimen signature in the Certificate of Resolutions

銀行專用 FOR BANK USE ONLY			
Sub by	ID	<input type="checkbox"/> Signer / <input type="checkbox"/> A/C Holder / <input type="checkbox"/> 3rd Party	
Call Back Time & Date	Ext. Line	Call Back Staff	Confirmed with <input type="checkbox"/> A/C Holder <input type="checkbox"/> Signer
BRANCH Prepared by	BRANCH Approved by	CCD Approved by	Input by
NACT		Credit Card Transfer	
Transfer Code	Authorize / Date	Cardholder Verified <input type="checkbox"/> Same <input type="checkbox"/> Diff.	Inquiry Function Approved by

致: 華僑銀行(澳門)股份有限公司  
To: OCBC Bank (Macau) Limited

茲證明 Certificate of Resolutions of

公司名稱 Name of Company: \_\_\_\_\_

註冊地址 Registered Office: \_\_\_\_\_

已於 Passed by meeting of the Board of Directors on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (日/月/年 DD/MM/YY) 召開董事會會議, 通過以下決議 that:

1. 申請公司/協會/會社/社團(“本公司/社團”)將申請由華僑銀行(澳門)股份有限公司(“銀行”)提供的商業電子理財服務, 使銀行接受及按本公司/社團的使用者向銀行經由互聯網向銀行發出指示(“指示”)而行事並根據商業電子理財服務使用條款及章程(“條款及章程”)所羅列之服務範圍要求銀行執行指示(“交易”)。該等指示包括但不限於戶口轉賬、賬戶查詢、開立賬戶、外幣及黃金買賣限價指示、申領月結單及支票簿等。

Application for Business eBanking Services (the “Services”) be made to OCBC Bank (Macau) Limited (the “Bank”) for the Bank to accept and act on the instructions of the Applicant Company/ Association/ Club/ Society (“Company/ Society”) to be given by the user of Internet (“Instructions”) and to enter into transactions with the Company/ Society pursuant to such Instructions (“Transaction”) subject to the terms of and within the scope set out in the Terms and Conditions for the Use of Business eBanking Services (the “Terms and Conditions”), such Transactions include but not limited to fund transfer, balance enquiry, account opening, foreign currencies and gold buy or sell order, statement request and cheque book request.

2. 在商業電子理財服務申請表格上所列明的條款及商業電子理財服務使用條款及章程, 均已獲本公司/協會/會社/社團的董事局所批准及同意接受。而以下\_\_\_\_位授權簽署人中之\_\_\_\_位, 構成足夠授權代表本公司/協會/會社/社團簽署商業電子理財服務申請表格及有關之更改表格, 包括但不限於登記賬戶及以後新開立之賬戶使其可透過商業電子理財服務不時進行操作, 及代表本公司/協會/會社/社團確認和協議有關的指示及交易。

The form of application and the Terms and Conditions have been reviewed by the Board and they are hereby approved and that any\_\_\_\_ of \_\_\_\_authorized representatives set out below should have full power and authority to sign the said application, and alteration request form to nominate account or accounts of the Company / Association / Club / Society now and hereafter opened and or continued with the Bank to have access to the Services from time to time, and all confirmations, agreements and documents in relation to or arising out of the Instructions and Transaction on behalf of the Company / Association / Club / Society.

姓名 Name in full	身份證明文件號碼 I.D. No.	職位 Title	簽署樣式 Specimen Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. 本董事會同意所有授權使用者均須個別申請商業電子理財服務, 而用戶名稱及密碼將會由銀行發出予個別授權使用者。  
The Board hereby acknowledge that each of the users should have to apply for the use of the Services individually and an unique set of User ID and Personal Identification Number (the “User ID and Pin”) be supplied by the Bank to each of the representatives separately.
4. 本董事會確認所有經由授權使用者以之前第三段所提及之用戶名稱及密碼所登入並發出之指示為正確及不能被推翻。  
The Board hereby acknowledges, authorizes and approves that for any Instructions given to the Bank and/or Transactions entered into with the Bank by use of the User ID and Pin as set out in paragraph (3) above should be valid and absolutely binding on the Company / Association / Club / Society.
5. 本公司/協會/會社/社團董事會之任何決議抄本如經與會主席聯同公司/協會/會社/社團秘書或其他一位董事簽署證明屬實者, 本公司/協會/會社/社團與銀行間, 該抄本即為通過有關決議切實證明。  
A copy of any resolution of the Board of Directors, if purporting to be certified as correct by the chairman of the meeting at which such resolution was passed and by either the secretary or one other director of the Company / Association / Club / Society, shall as between the Bank and the Company / Association / Club / Society, shall as between the Bank and the Company / Association / Club / Society be conclusive evidence of the passing of the resolution so certified.
6. 此決議即抄送銀行在本公司/協會/會社/社團董事局通過之另一修改決議及經由第五段所述之程序而憑證之抄本送達銀行之前, 仍屬十足效力。  
These resolutions be communicated to the Bank and remain in force until and amending resolution shall be passed by the board of Directors and a copy thereof certified in the manner as set out in (5) above has been sent to and actually received by the Bank.

本人等確認上述為本公司/協會/會社/社團決議之真實副本, 並載於本公司/協會/會社/社團之會議紀錄冊上。此決議及依照本公司/協會/會社/社團之註冊章程內所要求之法定人數於上述日期舉行之董事局會議上正式通過。We hereby certify the above to be true copies of resolutions as entered in the minutes book of the Company / Association / Club / Society duly passed at a meeting of the directors of the Company / Association / Club / Society with the required quorum in accordance with the Articles of Association of the Company / Association / Club / Society on the date set out above.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ (日/月/年 DD/MM/YY)

簽署 (會議主席) Signature (Chairman of the meeting)

X	S.V.
---	------

全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

簽署 (會議秘書或另一位董事) Signature (Secretary or director)

X	S.V.
---	------

全名 (請用正楷填寫) Full name in BLOCK letters

\_\_\_\_\_

注意: 所有更正及刪除必須經收董事會會議主席及秘書(或另一位董事)確認及簽署。

N.B. All alteration and deletions must be confirmed by the Chairman and the Secretary (or another director) with full signatures.

銀行專用 FOR BANK USE ONLY		
CIF No.	Checked by	Approved by