

**Industrial and Commercial Bank of China (Asia) Limited
Corporate Credit Card Cardholder Agreement
(Personal Liability)**

IMPORTANT:

PLEASE READ THIS CARDHOLDER AGREEMENT THOROUGHLY BEFORE USING OR SIGNING A CARD OR USING ANY OF THE SERVICES. BY USING OR SIGNING OR RETAINING A CARD OR USING ANY OF OUR SERVICES, YOU WILL BE DEEMED TO HAVE ACCEPTED ALL THE TERMS AND CONDITIONS CONTAINED IN THIS AGREEMENT AND WILL BE BOUND BY THEM. YOUR USE OF THE CARD WILL BE GOVERNED BY THIS AGREEMENT. IF YOU DO NOT WISH TO BE BOUND BY THIS AGREEMENT, CUT YOUR CARD IN HALF AND RETURN THE PIECES TO US. UNLESS YOU DO SO, WE WILL ASSUME THAT YOU HAVE ACCEPTED THIS AGREEMENT.

1. Definitions

In this Agreement the following words shall have the following meanings, unless the context otherwise requires.

- (a) "Bank" means Industrial and Commercial Bank of China (Asia) Limited ("ICBC (Asia)"), its successors and assigns;
- (b) "Bank Group Company" has the meaning given to it in the Data Notice;
- (c) "Card" means any card, whether a principal or corporate card except a supplementary card, whether "platinum", "gold" or "classic", and including a generic or affinity or "co brand" card, issued by the Bank at its sole absolute discretion pursuant to this Agreement;
- (d) "Card Account" means an account in Hong Kong Dollars opened and maintained by the Bank for the purposes of recording debits and credits in respect of the Card Transaction or otherwise any other use of a Card under this Agreement;
- (e) "Cardholder" means a Person in whose name a Card has been issued by the Bank and, where the context permits or requires, any of their respective personal representatives and lawful successors;
- (f) "Card Transaction" means any purchase of or payment for goods and/or services or any transfer or cash advances (if applicable) effected by the use of a Card and/or through any facilities of a Card;
- (g) "Charge" means any amount which the Bank debits to the Card Account as shown on the Statement;
- (h) "Company" means the company at whose request a Card has been issued;
- (i) "Credit Reference Agencies" means any data user who carries on a business of providing consumer credit reference service, whether or not that business is the sole or principal activity of that data user;

- (j) "Data" shall be as defined in the Personal Data (Privacy) Ordinance (Cap. 486) of the Laws of Hong Kong and any codes of practice issued pursuant to this Ordinance;
- (k) "Data Notice" means the Bank's "Circular to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance" from time to time revised and circulated to customers;
- (l) "Fee Schedule" means the schedule setting out the annual fees, cash advance handling fee, late charge, interest and other fees and charges from time to time in force and applicable to the Card;
- (m) "Hong Kong" means the Hong Kong Special Administrative Region of the People's Republic of China;
- (n) "Hong Kong dollars" means the lawful currency for the time being of Hong Kong;
- (o) "Hotline" means the Bank's 24-hour Lost Card Reporting Hotline;
- (p) "ICBC" means Industrial and Commercial Bank of China Limited;
- (q) "Mainland China" means the People's Republic of China but excluding Hong Kong and Macau;
- (r) "Minimum Payment" means the amount of minimum payment as stated in the Fee Schedule;
- (s) "Payment Due Date" means the date on which the debit balance of the Card Account for any month owed by a Cardholder is payable as specified in the relevant Statement;
- (t) "Person" means any individual, firm, company, corporate body (incorporated or unincorporated) or other legal or natural person whatsoever;
- (u) "Personal Data" shall be as defined in the Personal Data (Privacy) Ordinance (Cap. 486) of the Laws of Hong Kong and any codes of practice issued pursuant to this Ordinance;
- (v) "PIN" means the personal identification number for the time being supplied by the Bank enabling a Cardholder to identify himself when using a Card;
- (w) "Statement" means a monthly statement of account sent by the Bank to the Cardholder and/or the Company, setting out the amount then due to the Bank in respect of the Card Account; and

Headings are for convenience only and do not affect interpretation. Words denoting the singular shall include the plural, and words denoting one gender shall include all genders.

2. Application of this Agreement

- 2.1 All facilities made available by the Bank to any Person in respect of a Card or the Card Account are subject to the terms and conditions of this Agreement from time to time in force and any other applicable terms and conditions. A Person becomes subject to such terms and conditions (if not already so subject) by signing, activating or using a Card or permitting its use.
- 2.2 This Agreement shall be binding on each successor, personal representative and person lawfully acting on behalf of any Cardholder.

3. The Cards

- 3.1 Each Card is the property of the Bank and is not transferable and must be surrendered immediately upon the Bank's request.
- 3.2 The Bank is entering into this Agreement for itself with respect to the Hong Kong Dollar Card Account.
- 3.3 Subject to Bank's absolute discretion, no supplementary card will be issued under this Agreement.

4. Credit Limit

- 4.1 The Card Account will be subject to a credit limit determined by the Bank at its sole discretion and notified to the Cardholder(s) and/or the Company. Such credit limit may be varied by the Bank at its sole and absolute discretion without prior notice to or consent of the Cardholder(s).
- 4.2 A Cardholder may apply for a review of his assigned credit limit for the Card Account at any time but the Bank shall not be obliged to approve the application.
- 4.3 The Bank may at its sole discretion (but shall not be obliged to) permit Card Transactions to be effected in excess of the credit limit for the Card Account and a Cardholder (to which the Card Transactions relate) shall be liable for such transactions in accordance with the terms of this Agreement.

5. Use of the Card

- 5.1 Each Card may be used at any branch of the Bank and other financial institutions and merchants which accept such Card for effecting purchases of goods and services, drawing of cash advances (if applicable), payment of a Cardholder's outstanding accounts with any other bank or credit card issuer in Hong Kong other than the Bank and such other credit card facilities or services as the Bank may from time to time provide or arrange.
- 5.2 A Card may also be used to access a Cardholder's bank account with the Bank, and such Cardholder agrees that such service shall be subject to any relevant terms and conditions of the Bank from time to time in effect in addition to the terms and conditions under this Agreement. Each Cardholder is advised to read through such terms and conditions of the Bank before proceeding to use such service.
- 5.3 Each Cardholder shall use a Card, and the Company shall ensure that each Cardholder uses a Card:
 - (a) so that the credit limit for the Card Account (including but not limited to any cash advance limit) from time to time notified by the Bank to the Cardholder and/or the Company as applicable to the Card Account is not exceeded; and
 - (b) within the expiry date embossed on a Card; and
 - (c) in good faith, exercise reasonable care and diligence in safeguarding the Card.
- 5.4 A Cardholder's right to use a Card shall be suspended:
 - (a) if such Card is lost or stolen; or
 - (b) if the Bank is informed by a Cardholder that the PIN is or may be known to any other Person.
- 5.5 The Cardholder and/or the Company may request that renewal and/or replacement Cards be issued to each Cardholder following expiry, loss or theft. The Bank shall be under no obligation to issue a renewal or replacement Card and, if any renewal and/or replacement Card is issued, the Bank shall be entitled to charge the relevant fee.

- 5.6 (a) The Bank may, at any time in its sole discretion and without giving any reasons, terminate any right of any Cardholder to use his Card to access his bank account with the Bank.
- (b) The Bank shall notify any Cardholder in writing of such termination referred to in Clause 5.6(a) above, and such Cardholder shall then return such Card, duly cut in two or otherwise defaced, to the Bank. Until such Card is returned to the Bank, and a replacement Card is issued in accordance with Clause 5.6(c) below, the right to use his Card by such Cardholder shall be suspended.
- (c) If a Cardholder has returned such Card in accordance with Clause 5.6(b) above, the Bank shall issue to such Cardholder a replacement Card, which shall no longer enable such Cardholder to access his bank account with the Bank.

5.7 No Card is transferable and a Cardholder shall not permit his Card to be used by any other Person.

5.8 Each Cardholder undertakes to act in good faith at all times in relation to all dealings with a Card and the Bank.

5.9 A Cardholder shall not use a Card or the Card Account for any illegal purposes. The Bank is entitled, in its sole and absolute discretion, to refuse to act on or give effect to any Card Transaction instruction if the Bank has reason to believe that such instruction is given in connection with any illegal transaction. The Bank reserves the right to reverse or cancel any Card Transaction which it suspects or has reason to believe is for the purpose of or otherwise related to any illegal transaction.

6. Cardholder Information

- 6.1 The Cardholder and the Company will promptly notify the Bank in writing of any change of business, registered office, correspondence address or, as the case maybe, employment, residential address, work place address, email address, or telephone number, and of any change in personal or financial circumstances which might be material to the Bank in permitting the use or the continued use of a Card.
- 6.2 Each Cardholder agrees to the Bank recording the telephone conversations or any verbal communication between a Cardholder and the Bank.

7. PIN

- 7.1 As soon as the PIN is assigned by the Bank to a Cardholder, it shall remain effective until it is cancelled by, or with the agreement of, the Bank. The Cardholder may change the PIN at any time by such means as the Bank may prescribe and the new PIN shall take effect immediately.
- 7.2 A Cardholder shall not disclose the PIN of a Card to any other Person and shall act in good faith, exercise reasonable care and diligence in keeping such PIN secret.
- 7.3 If a Cardholder becomes aware that the PIN is or may be known to any other Person, he shall as soon as reasonably practicable inform the Bank or call the Hotline and such Cardholder shall change the PIN as soon as possible. If a Card incorporates a facility to enable such Card to be used to access a Cardholder's bank account with the Bank using the PIN, such Cardholder shall also as soon as reasonably practicable inform the Bank through the Bank's 24-hour Lost Card Reporting Hotline or by any other means acceptable to the Bank in accordance with the Bank's terms and conditions

governing such bank account.

7.4 Without limiting the generality of the foregoing, the Cardholder must take the following measures to keep the Card safe and the PIN secret to prevent fraud, theft or unauthorised use:

- (a) keep any record of the PIN separate from the Card;
- (b) destroy the original printed copy of the PIN;
- (c) never write down the PIN on the Card or on anything usually kept with or near it;
- (d) never write down or record the PIN without disguising it;
- (e) never use easily accessible personal information as the PIN;
- (f) present or show the Card only when necessary and never leave the Card unattended; and
- (g) use the Card in accordance with and other recommendation of the Bank from time to time regarding the safety and secrecy of a Card and the PIN.

8. Charges

8.1 The Card Account may be debited by the Bank for the following Charges:

- (a) the amount of the Card Transactions; and
- (b) any amount due in respect of the use of any other facility or service that the Bank may from time to time provide or arrange.

8.2 The Card Account may be debited as provided in Clause 8.1 above even though the Charges were incurred (without limitation) by (i) telephone, fax, mail order or direct debit authorisation, or (ii) use of a Card over the internet, in an automated teller machine, merchant's point of sale terminal, credit card pay phone or any other facility permitting use of a Card without the execution of a sales draft or the signature of the Cardholder.

8.3 The Bank may at its sole discretion (but shall not be obliged to) require a Cardholder to promptly pay the Charges on or before the Payment Due Date or otherwise upon demand by the Bank. Until such requirement or demand, the Cardholder may make either partial payment or full payment of the Charges on or before the Payment Due Date. The minimum partial payment shall be the Minimum Payment.

8.4 Cardholder is solely liable to the Bank for the use of the Card and for total amount of Charges attributable to his own use of the Card.

8.5 Subject to Clause 11.4 below, a Cardholder's failure to sign any sales or cash advance voucher will not relieve such Cardholder from liability to the Bank in respect thereof.

8.6 Charges in any currency other than Hong Kong Dollars will be converted into Hong Kong Dollars at the prevailing exchange rate determined by the Bank (in consultation with, if applicable, any relevant international card associations) on the day of conversion and debited to the Card Account in Hong Kong Dollars.

9. Fees and Expenses

9.1 The Bank may also debit the following fees, charges and expenses to a Card Account:

- (a) an initial and/or annual fee for the use of the Card Account and a Card (which may vary depending on the type of Card);

- (b) a handling charge for the supply of reissued or replacement Cards;
- (c) a cancellation fee;
- (d) a handling charge for each cash advance (if applicable);
- (e) a handling charge for the issue of cashiers orders by the Bank;
- (f) a handling charge for each cheque tendered to the Bank in respect of the Card Account which is not honoured, and for each direct debit or autopay instruction which is returned unpaid;
- (g) a handling charge for funds transfer from or to the Card Account;
- (h) a finance charge calculated on a daily basis on each cash advance (if applicable) and accruing from the posting date of such advance until the date upon which such cash advance is finally repaid in full ;
- (i) Unless the Bank receives in full the total amount due as specified in the last Statement on or before the Payment Due Date stipulated therein, a finance charge on the outstanding Charges (other than cash advances, where sub-paragraph (h) above applies) will be calculated from the next date of the last Statement date on a daily basis, and a finance charge on all new Charges (other than cash advances as aforesaid) incurred between the last Statement date and the current Statement date will be calculated on a daily basis and accruing from the respective posting dates of the transactions concerned to the current Statement date;
- (j) a late payment charge, if at any time the Minimum Payment has not been paid by the latest Payment Due Date as specified in that Statement;
- (k) an "over limit" charge if any credit limit or cash advance limit applicable to a Card is exceeded;
- (l) a handling charge for the supply of copies of Statements;
- (m) a handling charge for the supply of original sales drafts or copies of sales drafts;
- (n) a handling charge for any dispute proved to be unfounded after investigation;
- (o) a handling charge for the credit limit upgrade upon request from Cardholder;
- (p) a handling charge for the issue of reference letter by the Bank;
- (q) a handling charge for the issue of audit confirmation by the Bank;
- (r) exchange charges by relevant international card association(s) plus a handling charge for overseas transactions; and
- (s) other fees, charges and expenses, at such rates and in such amounts as the Bank may from time to time determine. The fees, charges and interests of the Bank are subject to the Fees Schedule.

9.2 The Bank may in its sole discretion waive the fees specified in Clause 9.1 (a) above, either partly or wholly. However, if any Card is terminated pursuant to Clause 17.1 below, the Bank shall have the right to charge a cancellation fee.

10. Payment

10.1 Subject to Clause 10.2 below, payments to the Card Account shall be in Hong Kong Dollars.

10.2 Card Account payments:

- (a) Payments shall be settled in Hong Kong Dollars at any branches of the Bank in Hong Kong or by other means as advised by the Bank from time to time.
- (b) The Bank may (exceptionally but without any obligation) accept other foreign currencies acceptable to the Bank for payments to the Card Account.
- (c) In the event of payment in accordance with clause 10.2(b) above, the foreign currencies will be converted into Hong Kong Dollars at the exchange rate quoted by the Bank as applicable on the date of conversion.
- (d) If the amount of Hong Kong Dollars after the conversion of such foreign currency does not cover the total outstanding amount in the Card Account, the Cardholder to which such amount relate shall remain liable for any difference caused by such exchange conversion.

10.3 All payments:

- (a) shall be deemed not to have been made until such time as the relevant funds have been received in cleared and available funds by the Bank to which such payments relate;
- (b) shall be payable without any deduction or withholding on account of any other amount whatsoever whether by way of set-off, counterclaim or otherwise, and notwithstanding any legal limitation, disability or incapacity of any Person; and
- (c) All payments made to the Card Account shall be applied to repay the Statement Balance in descending order according to the applicable interest rate or in such other way as the Bank (to which such payments relate) thinks fit.

10.4 All payments into or credits made to the Card Account will be applied by the Bank in accordance with Clause 10.3 above, and if the payment is in excess of the outstanding balance of the Charges in respect of the Card Account, such excess will be applied to fund future Card Transactions or Charges as and when they are debited to the Card Account. Any credit balance in the Card Account shall not, in any case, bear interest.

10.5 If a Cardholder is required by any applicable laws or regulations to make any deduction or withholding from any sum payable by such Cardholder to the Bank hereunder, then the liability in respect of that deduction or withholding shall be the liability of such Cardholder such that after the making of such deduction or withholding the net payment shall be equal to the amount which the Bank would have received had no such deduction or withholding been made. It shall be the sole responsibility of such Cardholder to effect payment of such deduction or withholding to the relevant authority within the applicable time limit and such Cardholder shall indemnify the Bank for all consequences of such Cardholder's failure to do so.

11. Records

11.1 Subject to Clauses 11.3 and 11.4 below, the Bank's record of

the amount of any Charge, howsoever incurred shall, whether or not authorised by a Cardholder, in the absence of manifest error, negligence or fraud, be final and binding on the Cardholder, and the Bank's record of the amount of any Charge incurred using a PIN, over the internet, or by means of an automated teller machine, point of sale terminal, other computer terminal or any telecommunication devices shall be binding on the Cardholder.

11.2 If a Card Transaction does not originate from a sales draft, the Bank shall be entitled to debit the amount of such Card Transaction to the Card Account as if it had been submitted to the Bank in writing and signed, and the Cardholder hereby authorise the Bank to do so.

11.3 Cardholder must examine each Statement and must notify the Bank in writing within 60 days from the issue date of such Statement of any unauthorised Charges arising from whatever cause, including forgery, fraud, lack of authority or negligence of the Cardholder or any other Person. After such period, the Statement will be deemed to be correct and conclusive evidence of the balance upon the Card Account. No claim to the contrary by the Cardholder shall be admissible against the Bank unless any such unauthorised Charge arose from any of the following;

- (a) any unauthorised transactions arising from forgery or fraud by any third party including any employee, agent or servant of the Cardholder and in relation to which the Bank has failed to exercise reasonable care and skill;
- (b) unauthorised transactions arising from forgery or fraud by any employee, agent or servant of the Bank; or
- (c) other unauthorised transactions arising from the default or negligence on the part of the Bank or any of its employees, agents or servants.

11.4 Where the Cardholder reports an unauthorised transaction before the Payment Due Date, such Cardholder may give a written request to the Bank to withhold the obligation to make payment of the disputed amount during the investigation period by the Bank and requesting that any finance charges be suspended in respect of the disputed amount while it is under investigation by the Bank. If, however, the report made by such Cardholder is subsequently proved to be unfounded, the Bank reserves the right to re-impose the finance charges on the disputed amount over the whole period, including the investigation period. The duration of any investigation period shall be at the sole discretion of the Bank to which such unauthorised transaction relates (but shall be no longer than 90 days except in circumstances which are beyond control of the Bank) and such Cardholder shall follow the instructions of the Bank and fully cooperate with the Bank in relation to any such investigation concerning the disputed amount.

12. Rights of the Bank

12.1 Nothing in this Agreement shall affect the Bank's right of set-off, transfer and application of monies at law or pursuant to any other agreement from time to time subsisting between the Bank and any Person.

12.2 Any credit to be given in respect of Charges will be applied by the Bank to the applicable Card Account only after deduction of any costs (including but not limited to collection and remittance costs), if any, so incurred to the Bank for applying the credit.

12.3 The Bank is entitled (but not legally obliged):

- (a) to give effect to any instruction given by any Person to effect payment of sums due under this Agreement from another account with the Bank;
- (b) to set-off or transfer, at any time and without prior notice, any monies of whatever description standing in the books of the Bank to the credit of the Cardholder, whether held singly or jointly with others and whether in Hong Kong Dollars or any other currency in or towards discharge of the total amount debited to the Card Account; and
- (c) to set-off or transfer, at any time and without prior notice, any monies of whatever description standing in the books of the Bank to the credit of a Cardholder, whether held singly or jointly with others and whether in Hong Kong Dollars or any other currency in or towards discharge of the total amount of Charges in the Card Account attributable to his own use of a Card.

For the purpose of set-off of funds in any currency other than Hong Kong Dollars, the Bank may convert the currency into Hong Kong Dollars at the prevailing exchange rate determined by the Bank at the time of conversion. If the Bank exercises its rights under this Clause 12.3(b) and 12.3(c), it shall promptly notify the Cardholder to which such exercise of rights relates.

- 12.4 (a) Where the Card Account is in credit, the Bank may (but is not obliged to), refund to the Cardholder a part or the whole of the credit balance in the Card Account upon request by the Cardholder at any time that the Bank (in its sole and absolute discretion) chooses.
- (b) A refund under Clause 12.4(a) will be made upon such conditions as the Bank may reasonably impose including the manner in which the refund will be made.

13. Exclusion and Limitation of Liability

13.1 The Bank shall not be under any liability whatsoever to the Cardholder in respect of any loss or damage arising directly or indirectly from:

- (a) any defect in any goods or services paid for by the use of a Card or any claim or complaint by a Cardholder against the supplier of such goods or services, or any other dispute between a Cardholder and any such supplier, for the avoidance of doubt, the Cardholder shall remain fully liable for any Charges incurred in respect of the relevant goods or services;
- (b) the refusal of any Person, automated teller machine, point of sale terminal, other computer terminal, internet website or any telecommunication devices to honour or accept a Card whether or not such devices belong to or are operated by the Bank;
- (c) save as provided in Clause 11 above and subject to Clauses 13.2(a) and 13.5 below, the incurring of a Charge other than by a Cardholder;
- (d) subject to Clauses 13.5 and 13.8 below, access to the use of a Card and/or services by a Cardholder or any other Person whether or not authorised;
- (e) the Bank's inability to execute any of a Cardholder's instructions due to prevailing market conditions or other causes beyond the control, and not attributable to any

default or negligence, of the Bank;

- (f) the inaccuracy in any information or data provided by the Cardholder or the Company which is stored in a Card containing a device capable of storing information or data or the loss of such information or data due to the negligence of the Cardholder or the Company;
- (g) the exercise by the Bank of its right to demand and procure surrender of a Card prior to the expiry date embossed on its face, whether such demand and surrender are made and/or procured by the Bank or by any other Person or computer terminal;
- (h) the exercise by the Bank of its right to modify, suspend or withdraw any of the facilities, services or benefits from time to time available in respect of a Card pursuant to Clause 16.3 below, to amend the credit limit (including but not limited to any cash advance limit) applicable to a Card or the Card Account pursuant to Clause 16.4 below or to terminate Card or the Card Account pursuant to Clause 17 below;
- (i) any injury to the credit character and reputation of the Cardholder in connection with or caused by the repossession of a Card, any request for its return or the refusal of any Person to honour or accept a Card whether or not instructed by the Bank;
- (j) any act of fraud, forgery or gross negligence of a Cardholder or the Company or any other Person (not being an employee, agent or servant of the Bank), including (without limitation) such Cardholder's failure to observe Clause 7 above and Clause 13.4 below or follow any other recommendation of the Bank from time to time regarding the safety and secrecy of a Card and the PIN;
- (k) any act or omission of any third party (other than agents of the Bank) through which facilities of a Cardholder or the Company may be made available provided that the Bank shall have exercised reasonable care and skill in connection with its dealings with such third party; and
- (l) any malfunction, defects, interruption, inadequacy, unavailability or non-performance or other electronic or mechanical failure of any facilities of the Card beyond the reasonable control of the Bank.

13.2 Provided a Cardholder and/or the Company has not acted fraudulently or with gross negligence, or has not failed to safeguard a Card and the PIN in accordance with Clauses 5.3(c) and 7 above and other recommendation of the Bank from time to time regarding the safety and secrecy of a Card and the PIN, such Cardholder and/or the Company shall not be liable for loss as incurred:

- (a) where a Card Transaction instruction effected by the Bank was given by use of a Card before a Cardholder and/or the Company received a Card, or given through the use of a lost, stolen or counterfeit Card after the Bank has received proper notice of the loss or theft of his Card or that the PIN is or may be known to any other Person from such Cardholder and/or the Company through the Hotline in accordance with Clauses 7.3 above or 13.4 below (as the case may be) or any other means acceptable to the Bank (provided that in the case of a lost or stolen card, such Cardholder and/or

the Company has acted in accordance with Clauses 13.4 and 13.5 below); or

- (b) directly as a result of a fault in any automated teller machines and other facilities which was not obvious or was not advised by a message or notice on display or otherwise drawn to such Cardholder's attention.
- 13.3 In the event of any proceedings which a Cardholder and/or the Company may bring against the Bank for any cause whatsoever, such Cardholder and/or the Company agree(s) that the Bank's liability shall not exceed those amounts wrongly charged to the Card Account (and interest on such amounts).
- 13.4 A Cardholder shall report to the Bank (through the Hotline) as soon as reasonably practicable upon discovery of the loss or theft of any Card or the loss, theft or disclosure to a third party of any number used in relation to any cash advance or automated teller machine function or facilities incorporated in a Card.
- 13.5 A Cardholder will not be liable for any unauthorised Charges incurred after the Bank has received proper notice of the loss or theft of his Card or that the PIN is or may be known to any other Person from such Cardholder through the Hotline in accordance with Clauses 7.3 or 13.4 above (as the case may be) or any other means acceptable to the Bank, provided that such Cardholder has not acted fraudulently or with gross negligence or has not failed to safeguard a Card and the PIN in accordance with Clauses 5.3(c) and 7 above and other recommendation of the Bank from the time regarding the safety and secrecy of a Card and the PIN.
- 13.6 Where a Card incorporates a facility to enable such Card to be used to access a Cardholder's bank account with the Bank, such Cardholder must also report the theft or loss of a Card as soon as reasonably practicable to the Bank through the Hotline or any other means acceptable to the Bank in accordance with its terms and conditions governing such facility from time to time.
- 13.7 A Cardholder shall provide to the Bank all material information as to the circumstances of the loss or theft of a Card or disclosure of PIN and take all reasonable steps to assist the Bank to recover any losses so incurred.
- 13.8 The liability of a Cardholder to the Bank for unauthorised use of the Card (in relation to loss of the Card Account but not in relation to any cash advances) prior to giving notice under Clauses 7.3 or 13.4 (as the case may be) above shall be limited to a maximum amount of HK\$500 or such maximum amount so specified or endorsed by the regulatory authority of the Bank from time to time. Notwithstanding the aforesaid, the Cardholder shall be fully liable for all losses and damages suffered by the Bank arising directly or indirectly from the unauthorised use of the Card if such Cardholder has acted fraudulently or with gross negligence or has failed to report to the Bank in accordance with Clauses 7.3 or 13.4 (as the case may be) or has failed to safeguard a Card and the PIN in accordance with Clauses 5.3(c) and 7 above and other recommendation of the Bank from time to time regarding the safety and secrecy of a Card and the PIN.
- 13.9 The liability of any Cardholder to the Bank for any unauthorised transactions under such Cardholder's bank account with the Bank prior to serving notice under Clause 13.6 above will be determined in accordance with the Bank's terms and

conditions with respect to such bank account from time to time in effect.

14. Consents to Disclosure of Personal Data

- 14.1 The Cardholder agree:
- (a) to be bound by the Data Notice which is distributed to the Cardholder(s) with this Agreement;
 - (b) to the use of personal data about them for the purposes specified in the Data Notice;
 - (c) to the transfer of personal data about them to the Persons specified in the Data Notice; and
 - (d) that the provisions of the Data Notice shall apply generally to the Bank's treatment of their personal data.
- 14.2 Without prejudice to the Data Notice, the Cardholder authorise the Bank to contact any Person (including, without limitation, employers, banks, financial institutions, credit card issuing companies, credit reporting agencies, credit bureaux or any other information sources) to obtain, exchange and disclose credit reports and references and any other information the Bank may require to operate the Card Account. The Bank shall not approach any proposed referee for the Cardholder unless that Cardholder has first confirmed that he has obtained the prior consent of such referee.
- 14.3 The Cardholder authorise the Bank to compare information provided by the Cardholder with other information collected about them for checking purposes or to produce more data. The Bank may use the results of such comparisons for the purposes of taking any action in relation to a Card including action which may be adverse to the interests of the Cardholder, for example, denying authorisation for the use of a Card or cancelling a Card.
- 14.4 Subject to the Data Notice, the Cardholder and the Company authorise the Bank to hold, store, use, otherwise process and administer for the purposes of operating the Card Account, marketing, verification of data, credit checking and enforcing this Agreement, any information about the Cardholder and the Card Account and to disclose the information as is necessary for these purposes to:
- (a) any Persons employed or contracted by the Bank (whether in Hong Kong, Mainland China, or any other part of the world) or branches of ICBC in Mainland China who shall provide the Bank with any services in relation to the administration and production of the Cards including, without limitation, administrative and data processing services in connection with the maintenance and operation of customer accounts, marketing of banking and card services, and card embossing services;
 - (b) other Bank Group Companies worldwide;
 - (c) any Person whose name or logo appears on a Card;
 - (d) any actual or proposed transferee, assignee or successor of all or any part of the assets or business of the Bank, or other banks, financial institutions, debt collection agencies, credit and payment card companies, credit reference agencies; and
 - (e) governmental or regulatory authorities, whether in Hong Kong or elsewhere, and legal counsel, and to consent to the transfer to, and use of such information in, Hong Kong, Mainland China or such other country as the

Bank may reasonably consider appropriate.

- 14.5 The Cardholder and the Company authorise the Bank to disclose such information as is necessary in relation to the Cardholder to governmental or regulatory authorities, whether in Hong Kong, Mainland China or such other country, in compliance with any laws, regulations or court orders.
- 14.6 The Bank may from time to time send to the Cardholder and/or the Company marketing or promotional materials and documents and/or newsletters by whatever means which the Bank may think fit (e.g. by mail, email or mobile phone message).
- 14.7 A Cardholder shall have the right to request the Bank to cease using the personal data of such Cardholder for the Bank's marketing purposes without charge to such Cardholder.
- 14.8 The Bank agrees to notify the Cardholder(s) or the Company (as the case may be) in writing within 30 days of a Cardholder's default in payment of at least the Minimum Payment on the Payment Due Date. Unless the Minimum Payment is fully repaid before the expiry of 60 days from the Payment Due Date, such Cardholder shall be liable to have his account data retained by credit reference agencies until the expiry of 5 years from the date of final settlement of the amount in default or 5 years from the date of such Cardholder's discharge from bankruptcy (as the case may be) as notified to the credit reference agencies, whichever is earlier.
- 14.9 Subject to the duty of confidentiality and any legal or regulatory requirements, Cardholder agrees that the Bank may, at its sole absolute discretion, disclose to the Company of the Personal Data of the Cardholder and non-specific information relating to the use of a Card as reasonably required by the Company in order to check any Card expenses of any Cardholders for relevant reimbursement purpose of the Company.

15. Transfer, Assignment and Sub-Contracting

For the avoidance of doubt, the Bank may at any time transfer, assign, delegate or sub-contract any or all of its right or obligations under this Agreement to any Person without prior notice to the Cardholder or the Company.

16. Amendment

- 16.1 This Agreement and any fees, charges and interests and charge rates payable or applicable under this Agreement may be amended from time to time by the Bank. The Bank will give prior notice to the Cardholders in a manner the Bank considers appropriate.
- 16.2 If the Cardholder does not accept such amendment and/or addition, he shall give written notice to the Bank before the effective date of the amendment and/or addition, terminating the use of a Card and, if appropriate, the Card Account and returning his Card to the Bank cut in two or otherwise defaced. Any debit balance on the Card Account shall also be paid in full at that time. If the Cardholder uses his Card or retains a Card after the effective date of an amendment, such Cardholder shall be deemed to have agreed to such amendment in all respects without reservation.
- 16.3 Subject to Clause 16.1 above, the Bank may add to, reduce, modify, suspend or withdraw any of the facilities, services or benefits from time to time available in respect of a Card without notice.

- 16.4 The Bank may at any time amend the credit limit (including but not limited to any cash advance limit) applicable to a Card or the Card Account without giving any reasons by notice to the Cardholder or the Company, such amendment to take immediate effect.
- 16.5 The Bank may give notice of any amendment referred to in this Clause 16 (except Clause 16.3 and 16.4 above) in writing, in the Statements or by display at its branches, press advertisement or otherwise, stipulating a date on which such amendment shall take effect.

17. Termination

- 17.1 (a) The Cardholder or the Company may at any time by giving reasonable notice in writing to the Bank or by such other method as the Bank may deem appropriate terminate the Card Account.
- (b) According to the Clause 17.1(c) below, such notice will not take effect until such written notice and all Cards, duly cut in two or otherwise defaced, have been received by the Bank.
- (c) A Cardholder may also request cancellation of his Card by notice to the Bank accompanied by the return of the Card, duly cut in two or otherwise defaced.
- (d) A Cardholder's right to use a Card shall be terminated upon termination of this Agreement pursuant to this Clause 17.
- 17.2 The Bank may at any time, with or without notice as the Bank may determine in the circumstances, terminate the Card Account or a Card without giving any reasons. For the avoidance of doubt, these would include when the Bank is informed by a Cardholder that his PIN is or may be known to any other Person.
- 17.3 On termination of the Card Account (and notwithstanding any prior agreement between the Bank and the Cardholder to the contrary) or on the death or bankruptcy of the Cardholder or in liquidation of the Company the total sum due to the Bank as reflected in the Card Account, and the amount of any Charges incurred after termination, shall become immediately due and payable by the Cardholder. Interest will accrue thereon thereafter at such rate as the Bank may from time to time notify to the Cardholder or the Company. The Cardholder shall be solely and fully responsible for all outstanding Charges together with interest under the Card Account notwithstanding the termination of the Agreement.

18. Automated Teller Machines, Bank Account Services and Other Facilities

- 18.1 If a facility has been incorporated into a Card to enable such Card to be used in automated teller machines, point of sale terminals and other computer terminals or otherwise to carry out electronic transactions, the use of such facility shall also be governed by the specific terms and conditions issued by the Bank relating to that facility from time to time in force.
- 18.2 If a facility has been incorporated into a Card to enable such Card to be used to access a Cardholder's bank account with the Bank, the terms and conditions of the Bank governing such bank account from time to time in force shall apply to the use of a Card for these purposes.
- 18.3 If the Bank introduces any other products, facilities or services to Cardholders through a Card, the same shall also

be governed by their own specific terms and conditions from time to time in force.

- 18.4 If there shall be any conflict between any specific terms and conditions governing the automated teller machine facility and any other products, facilities or services introduced by the Bank and this Agreement, the specific terms and conditions of each product, facility or service shall prevail.

19. Notices

- 19.1 Cardholder will act on his own capacity for the purposes of service by the Bank of :

- (a) the Statement, including any notice (whether on the front or the reverse of the Statement) for which provision is made pursuant to this Agreement;
- (b) any other demand, communication or notice made or given by the Bank pursuant to this Agreement; and
- (c) legal process.

- 19.2 Any of the documents referred to in Clause 19.1 above may be served by sending or making available the same (i) by ordinary post to the usual and/or last known address of the Cardholder and the Company, or (ii) by fax, email or otherwise over the internet and such document shall be deemed to have been duly served (a) two days after the date of posting or transmission if mailed to an address in Hong Kong or sent or made available by fax, email or otherwise over the internet or (b) seven days after posting if mailed to an address elsewhere, save that in the case of legal process these periods shall be increased to seven and twenty-one days respectively and relevant documents may not be served by fax, email or over the Internet unless permitted by law.

- 19.3 The Bank is not responsible for the Cardholder's or the Company's (as the case may be) failure to receive a Statement or other communication if the Bank send it to the usual or last known address, or in accordance with other contact information for the account appearing in the Bank's record. The Bank is authorised to withhold Statement or other communication by post if previous mail to the Cardholder's or the Company's (as the case may be) usual or last known address is returned for non-delivery due to address change and the Cardholder or the Company cannot be contacted. For mutual protection, the Cardholder or the Company must advise the Bank immediately of any address change or other information to keep the Bank's records current.

- 19.4 (a) Notwithstanding anything contained in this Agreement, the Bank is requested and authorised to act in accordance with and rely on any instruction or other notice or communication which may be or purport to be given or made available by telephone, fax or email or otherwise over the internet.
- (b) Subject to Clause 19.4(c) below, the Bank may (but shall not be obliged to) act on any notice which the Bank in good faith reasonably believes to be genuine and to have emanated from the Cardholder or the Company (as the case may be).
- (c) The Bank may (but shall not be obliged to) verify the identity or authority of the Person giving or purporting to give the notice or as to the authenticity of any notice given by telephone, fax or email or otherwise over the internet and without requiring further confirmation in

any form.

- (d) The Cardholder and the Company undertakes to keep the Bank indemnified against all reasonable claims, demands, actions, proceedings, damages, losses, costs and expenses including all legal fees and disbursements brought against or reasonably incurred by the Bank and arising out of anything done or omitted pursuant to any telephone, fax or email or other internet notice received by the Bank, save in the case of the Bank's fraud or negligence.

- (e) The Bank may at its discretion (but shall not be obliged) to record notices given by telephone in writing and/or any other method determined by the Bank. The Bank's record of any such notice shall be conclusive and binding on the Cardholder or the Company in whose name the notice was given in the absence of manifest error, fraud or negligence. The Bank may also require such Cardholder or the Company to confirm in writing any instructions given by telephone.

- 19.5 Copies of the Agreement and Fee Schedule for the time being in force are available at all branches of the Bank and in the Bank's website at www.icbcasia.com.

20. Expenses of Enforcement

The Cardholder shall indemnify the Bank in respect of any and all reasonable expenses properly incurred by the Bank in enforcing or attempting to enforce this Agreement including all reasonable legal fees, charges of debt collection agencies and disbursements. The Bank shall, on request, provide the Cardholder with a breakdown of all expenses he is liable to pay under this Clause 20.

21. Third Party Rights Exclusion

Any person or entity that is not a party to this Agreement shall have no rights under the Contracts (Rights of Third Parties) Ordinance (Cap. 623) to enforce any part of this Agreement.

22. Law and Language

- 22.1 The Agreement shall be construed and the provision of Card facilities shall be governed by Hong Kong law, and subject to the non-exclusive jurisdiction of the Hong Kong courts.
- 22.2 If, at any time, any of these terms and conditions are or become illegal, invalid or unenforceable in any respect, the legality, validity and enforceability of the remaining terms and conditions shall not be affected.
- 22.3 Nothing in this Agreement shall operate so as to exclude or restrict any liability of any party to this Agreement, to the extent that such exclusion or restriction is prohibited by the laws of Hong Kong.
- 22.4 If there is any difference between the English language version of this Agreement and the Chinese language version, the English language version shall prevail for all purposes.

Effective Date: 1 March 2017