

**更改地址及/或客戶資料指示表格**  
**Changing Address and/or Customer Information Instruction Form**

請以正楷填寫，並在適當方格內加上“√”。Please complete in Block Letters and “√” where applicable.  
 請在每頁底部簽署確認。Please sign at the bottom of each page for confirmation.

**甲部 Part A – 客戶資料及更改資料生效日期 Customer Information and Effective Date of Change(s)**

客戶名稱  
Customer Name \_\_\_\_\_

客戶號碼  
CI Number \_\_\_\_\_

(如屬聯名戶口，請註明資料所屬者的全名及客戶號碼。For Joint Account, please state the full name and CI number of the person(s) to whom the information is related.)

身分證明文件資料 (請列出所有紀錄在本行的身分證明文件號碼)  
 Identification Document Details (Please write down all Identification Document Numbers recorded with the Bank.)

香港身分證  
Hong Kong Identity Card

護照  
Passport

商業登記証  
Business Registration Certificate

公司註冊證書  
Certificate of Incorporation

其他  
Others \_\_\_\_\_

號碼  
Number \_\_\_\_\_

請更新以下各項資料(如適用)。  
 Please update the following change(s) (if applicable),

即時生效 (請預留 3-7 個工作天辦理)  
 With Immediate Effect (Please allow 3-7 working days for processing.)

由 (日/月/年) 開始  
 From (DD/MM/YYYY)

**乙部 Part B – 更改資料 Details of Change(s)**

**新客戶名稱 New Customer Name**

已更改的客戶名稱  
Changed Customer Name \_\_\_\_\_

新身分證明文件資料 (請列出所有紀錄在本行的身分證明文件號碼)  
 New Identification Document Details (Please write down all Identification Document Numbers recorded with the Bank.)

香港身分證  
Hong Kong Identity Card

護照  
Passport

商業登記証  
Business Registration Certificate

公司註冊證書  
Certificate of Incorporation

其他  
Others \_\_\_\_\_

號碼  
Number \_\_\_\_\_

**新聯絡號碼/電郵地址 New Contact Number/Email Address**

住宅電話 Residential	辦公室電話 Office
手提電話 Mobile	傳呼機 Pager
傳真號碼 Fax Number	電郵地址 Email Address

S.V.

X \_\_\_\_\_  
 授權簽署及蓋章、圖章式樣，如有 Authorised Signatures(s) with Specimen of Chop, Seal if any

**新地址 New Address\***

<input type="checkbox"/> 住宅地址 Residential Address	<input type="checkbox"/> 辦公室地址 Office Address	<input type="checkbox"/> 公司註冊地址 Registered Address
地址詳情 Address Details		
室 Room / Flat _____	樓 Floor _____	座 Block _____
大廈名稱 Building _____		
屋村名稱 Estate _____		
街道名稱 Street _____		
地區 District _____ 省/州/市 Province/State/City _____		
國家 Country _____ 郵區編碼 Postal Code _____		
<input type="checkbox"/> 請把所有( <input type="checkbox"/> 獨立 <input type="checkbox"/> 聯名 ) 賬戶的結單寄往上述的新地址 Please send the statements of all ( <input type="checkbox"/> sole <input type="checkbox"/> joint ) accounts to the above new address		
<input type="checkbox"/> 請把下列賬戶的結單寄往上述的新地址 Please send the statements of the following accounts to the above new address		
_____ _____ _____		
*美國地址不適用於任何投資戶口。如客戶更改為美國地址，將不可繼續享用本行所提供的投資服務。Address in the United States is not accepted for any investment account. If customer changes address to the United States, you will not be able to enjoy our investment services.		

**新身分證明文件資料 New Identification Document Details**

種類 Type	號碼 Number
護照簽發國家 Passport Issue Country	國籍 Nationality

**新綜合結單設定 New Consolidated Statement Setting**

請提供綜合結單內其中一個賬戶號碼 Please provide any one of the account number that is included in the consolidated statement.						
印發週期 Print Cycle						
<input type="checkbox"/> 每個工作日 Every working Day	<input type="checkbox"/> 每星期 Weekly	<input type="checkbox"/> 每月 Monthly	<input type="checkbox"/> 每季 Quarterly	<input type="checkbox"/> 每年 Annually	<input type="checkbox"/> 每半月 Semi-monthly	<input type="checkbox"/> 每半年 Semi-annually
<input type="checkbox"/> 每月 _____ 號 Every _____ of each month		<input type="checkbox"/> 每星期 _____ Every _____ of each week				
投遞方式 Delivery Method						
<input type="checkbox"/> 郵寄 By Mail		<input type="checkbox"/> 電郵 <sup>1</sup> (請提供電郵地址) By E-Mail <sup>1</sup> (Please provide the email address)				
<sup>1</sup> 閣下可登入中國工商銀行(亞洲)個人網上理財服務 (www.icbcasia.com)，查閱電子結單。上述服務的賬戶結單列印本將不另行寄發。Applicant has to logon to Personal Internet Banking of ICBC(Asia)(www.icbcasia.com) and read the e-Statement. Hardcopy of account statement will not be issued.						
增加/刪除綜合結單賬戶 Add/delete accounts in consolidated statement						
增加 Add	刪除 Delete	賬戶號碼 Account Number	增加 Add	刪除 Delete	賬戶號碼 Account Number	
結單包括 Statement includes						
<input type="checkbox"/> 保險資料 Insurance information		<input type="checkbox"/> 投資賬戶資料 Investment Account information				

S.V.

X \_\_\_\_\_  
 授權簽署及蓋章、圖章式樣，如有 Authorised Signatures(s) with Specimen of Chop, Seal if any

**新職業/公司狀況 New Employment/Business Details**

新職業狀況 Employment Condition	<input checked="" type="checkbox"/> 在職 Employed	<input type="checkbox"/> 自僱 Self-employed	<input type="checkbox"/> 非在職 Not currently employed	<input type="checkbox"/> 學生 Student	<input type="checkbox"/> 主婦 Housewife	<input type="checkbox"/> 退休 Retired
新職業 New Occupation	受僱年期 Employment Period		年 Years			
新僱主/公司名稱 Name of the New Employer/Company						
新僱主/公司業務 New Employer/Company Industry						
新聯絡人資料 New Contact Persons						
聯絡人姓名 Contact Person Name		聯絡人職位 Contact Person Position		聯絡號碼 Contact Number		
_____		_____		_____		
_____		_____		_____		
_____		_____		_____		
_____		_____		_____		

S.V.

X \_\_\_\_\_  
 授權簽署及蓋章·圖章式樣·如有 Authorised Signatures(s) with Specimen of Chop, Seal if any

本人/吾等知悉以下貴銀行有關直接促銷中使用個人資料的訊息，並且授權貴銀行處理本人/吾等以下之指示：**I/We note the following message regarding the Bank's use of personal data in direct marketing and hereby authorize the Bank to process my/our instructions as indicated below:**

**選擇拒絕在直接促銷中使用個人資料**

**Opt-out from use of personal data in direct marketing**

如閣下不希望本行在直接促銷中使用閣下的個人資料及/或將閣下的個人資料提供予其他人士，以供該等人士在直接促銷中使用，請在下列方格內加上剔號("✓")。

You should check ("✓") the following box(es)  if you do not wish the Bank to use your personal data in direct marketing and/or to provide your personal data to other persons for their use in direct marketing.

- 本人/吾等不希望貴銀行在經以下渠道作直接促銷中使用本人/吾等的個人資料\*：  
 直銷郵件     電話短訊     電子推廣郵件     電話     傳真  
 以上所有渠道

\* 如閣下沒有在以上任何方格內以剔號顯示閣下的選擇，即視作選擇「以上所有渠道」

I/We do not wish the Bank to use my/our personal data in direct marketing via the following channel(s)\*:

- Direct Mail     SMS     Email     Telephone     Fax  
 All of the above channels

\* If you do not indicate your choice by checking any of the above boxes, you are deemed to select "All of the above channels"

- 本人/吾等明白貴銀行可能將本人/吾等的個人資料提供予其他人士，以供該等人士在直接促銷中使用，不論該等人士是否貴銀行集團成員。本人/吾等不希望貴銀行將本人/吾等的個人資料提供予任何其他人士，以供該等人士在直接促銷中使用。

I/We understand that the Bank may provide my/our personal data to other persons for their use in direct marketing and, whether or not such persons are members of the Bank's group. I/We do not wish the Bank to provide my/our personal data to any other persons for their use in direct marketing.

- 本人/吾等明白貴銀行可能將本人/吾等的個人資料提供予其他人士，以供該等人士在直接促銷中使用(不論該等人士是否貴銀行集團成員)，以獲得金錢或其他財產的回報。本人/吾等不希望貴銀行將本人/吾等的個人資料提供予任何其他人士供該等人士在直接促銷中使用，以獲得金錢或其他財產的回報。

I/We understand that the Bank may provide my/our personal data to other persons for their use in direct marketing and, in return for money or other property, whether or not such persons are members of the Bank's group. I/We do not wish the Bank to provide my/our personal data to any other persons for their use in direct marketing in return for money or other property.

以上代表閣下目前就是否希望收到直接促銷聯繫或資訊的選擇，並取代閣下於本申請前向本行傳達的任何選擇。

**The above represents your present choice whether or not to receive direct marketing contact or information. This replaces any choice communicated by you to the Bank prior to this application.**

請注意閣下以上的選擇適用於本行“關於個人資料(私隱)條例的客戶及其他個別人士通知”(「該通知」)中所列出的產品、服務及/或標的類別的直接促銷，該通知可於本行索取或於本行網頁(www.icbcasia.com)取閱。閣下亦可參閱該通知以得知在直接促銷中可使用的個人資料的種類，以及閣下的個人資料可提供予什麼類別的人士以供該等人士在直接促銷中使用。

Please note that your above choice applies to the direct marketing of the classes of products, services and/or subjects as set out in the Bank's "Circular to Customers and Other Individuals relating to the Personal Data (Privacy) Ordinance" ("the Circular"), a copy of which is available upon request or from the Bank's website (www.icbcasia.com). Please also refer to the Circular on the kinds of personal data which may be used in direct marketing and the classes of persons to which your personal data may be provided for them to use in direct marketing.

S.V.

客戶簽署 Signature(s) of Customer(s)

簽署人姓名(只適用於由賬戶被授權人簽署之表格)

Name of Signatory(ies) (Applicable if this form is signed by Authorised Person)

日期 Date

註 Notes:

- 簽署須與現存紀錄相同。Signature(s) must correspond with the existing record.
- 上述所列更改如涉及及聯名賬戶，請依照本行留存之授權簽署安排。If the above mentioned change(s) relate(s) to any joint account(s), please sign in accordance with the authorised signing arrangement filed with the Bank.
- 如為信用卡戶口，此更改表格必須由主卡持有人簽署方為有效。For credit card account, primary cardholder must sign.

**銀行專用 For Bank Use Only**

Branch		TPC	
Branch Code	Checked by	Processed by	Checked by