



STANDING INSTRUCTION REQUEST FORM 常行指示申請表 (Local Transfers 本地轉賬)

To: The Hongkong and Shanghai Banking Corporation 致:香港上海滙豐銀行有限公司	Limited	Date 日期					(DDMMYYYY)
Note 注意: 1. Please complete one form for each type of standing	n instruction in Rlock I atters and tick where an						
申請每項常行指示,請用正楷分別填寫一份表格, 2. The Bank will set up the Standing Instruction accord	dingly, and no acknowledgement will be sent to						
Details of the instructions will be reflected on your a	本行將應閣下要求設定常行指示,不會作另行通知。 Details of the instructions will be reflected on your account statement and/or passbook after your request has been carried out by us, but no separate advice will be sent						
by us. 本行執行指示後,會在閣下的戶口結單及/或儲蓄戶 4. The reference to "business day" means a day, othe 「營業日」指銀行在香港開放營業的日子(星期六、		which banl	ks are op	en for g	eneral b	usiness i	n Hong Kong.
Not applicable for Savings standing instruction ar							
不適用於儲蓄戶口的常行指示和跨行轉賬。 6. ◆ For setting up Standing Instruction during <u>the app</u> treated as the "First Payment Date" after policy issu filling in the "First Payment Date".	uance. For setting up Standing instruction <u>after</u>	the issuand	e of life i	nsuranc	e policy	, please c	complete the instruction by
若於人壽保險申請時,一併設立常行指示,則毋須填若於人壽保險保單發出後,方才設立常行指示,請填 7. # Charges for setting up Standing Instruction for Senic							
form. 長者咭持有人可獲豁免設定常行指示的手續費。郵寄 8. Please complete "Standing Instruction Amendment/Ce 如需更改/取消常行指示,請填寫「常行指示更改/			n records	s.			
如需更改/ 取消吊行指示,請填寫「吊行指小更改/」 9. The Bank reserves the right not to accept or otherwise 本行有權在任何情况下不處理或拒絕常行指示的申請	reject the application of standing instruction without						
Please return your completed form either (1) by mail to "The Hongkons" or (2) by visiting your nearest HSBC Branch. Your request will normally 請將已填妥的表格(1)寄回九龍中央郵政局郵政信箱72677號「香港」	be processed within 3 business days upon our rec	eipt of your	form.				
Please debit my/our account mentioned below for the fo	ollowing arrangement 請扣取本人(等))下述戶	口以支付	寸下列	安排:		
Details of Account (For Integrated / Business Integ	grated Account, please specify "^ A	ccount T	ype")				
戶口資料(如屬綜合理財/商業綜合戶口,請注明「^	戶口類別」)						
Account Name 戶口名稱							
Account Number 戶口號碼							
^ Account Type 戶口類別	Current Account Savings 往來戶口 儲蓄戶□	Account	\bigcirc		jn Curre 諸蓄戶口		vings Account
Currency to be Debited 支賬貨幣類別 (For Foreign Currency Account Only 只適用於外幣戶口):							
Payment Date 支款日期							
If the Payment Date falls on a day which is not a business day, the stand month, the standing instruction will be effected on the last business day o 如支款日期適逢非營業日,該常行指示則於下一個營業日推行。如該營業	of the month.			t that the	following	g business	day falls on the next
Frequency 周期	◆Daily		lonthly 月	Qu 每	uarterly 季		alf-yearly Yearly 半年 每年
❖ First Payment Date 第一次支款日期	Day 日 Month 月 Year 年						
(For life insurance premium payment please refer to note 6 如繳付壽險保費,請參閱注意事項 6)							
Final Payment Date 最後一次支款日期	Total No. of Payment 支款總次數(>1多於一次)						
	Final Payment Date Day 日 Mont 最後一次支款日期	th 月 Ye	ear 年		_	Until Furt 直至另行	ther Notice 通知
Type and Details of Arrangement 安排事項種類及資	料						
Local Transfers 本地轉賬							
Currency to be Received by Beneficiary(ies) 受	款人所收的貨幣類別						
Currency and Amount of Transfer 轉賬貨幣及金額	Currency 貨幣 Amo	ount 金額					
Bank and Account Details of Beneficiary(ies) ∰	表款人銀行及戶口資料						
The Hongkong and Shanghai Banking Corpor	ation Limited 香港上海滙豐銀行有限公	司					
Account No. 戶口號碼	Branch No. 分行編號 Account No. 戶口號碼						
Account Type 戶口類別 (For the following Account, please complete the details below	Integrated / Business Integrated, pl		cify 綜合	☆理財/	商業約	合,請	注明:
如屬下列戶口,請填寫以下資料)		ent Accou	nt 往來戶) Saving	gs Accou	ınt 儲蓄戶口)

Foreign Currency Savings Account 外幣儲蓄戶口

	of Funds must be in Hong Kong Dollar and beneficiary account will normally be credited one to two business days after payment date. 港幣及款項一般會於支款日期後一至兩個營業日存入受款人戶口。)
Bank Name 銀行名稱	
Account No. 戶口號碼	Bank No. 銀行編號 Branch No. and Account No. 分行編號及戶口號碼 (For HKD Local Transfers to other bank, the maximum characters is 34 including spaces. For others, the maximum characters are 12 including spaces. 如屬港幣本地常行指示,最多可輸入 34個字母,包括空格。其他則最多為12個字母,包括空格。
Beneficiary(ies) Name(s) 受款人姓名 (For HKD Local Transfers to other bank, the maximum cha is 140 including spaces. For others, the maximum charact 20 including spaces. 如屬港幣本地常行指示,最多可輸入 母,包括空格。其他則最多為20個字母,包括空格。)	ers are
Payment Reference (if any) 付款備考 (如有 (For HKD Local Transfers to other bank, the maximum chais 35 including spaces. For others, the maximum character including spaces. 如屬港幣本地常行指示,最多可輸入35個包括空格。其他則最多為24個字母,包括空格。)	racters
Subsequent Life Insurance Premium Pay	ment 繳付往後人壽保險保費
Currency to be Received by Beneficiary(ies) 受款人所收的貨幣類別
Currency and Amount of Transfer 轉賬貨幣	及金額 Currency 貨幣 USD 美元 Others 其他 Amount 金額
Beneficiary name 受款人姓名	HSBC Life (International) Limited 滙豐人壽保險(國際)有限公司
Foreign Currency Saving Account No. 外幣儲蓄戶口號碼	USD 美元 511 - 339822 - 201 Others 其他
Payment Reference 付款參考 (please tick and input the "Application Serial No." during the insurance application, or 8-digit "Policy No." after policy issu 於壽險保單申請時,請選擇並填寫「申請書編號」,或於保單 寫8位數字的「保單編號」)	lance 中间盲網號 本事網號(OIO XX 于)
Declaration and Signature 聲明及簽署	
above arrangements; and for each payment requiring manua our account. 本人(等)明白上述每項安排的#收費(請參照一般銀行服務作	
人手處理,每次須另行收費,亦將會從本人(等)戶口中扣取 2. I/We understand that I/we must maintain sufficient funds in the hours) before the payment date for the above arrangement an 本人(等)明白本人(等)須在指定的支款日期前一個營業日 排,若常行指示付款因存款不足而退回,責行有權收取費用。 3. I/We understand that the Bank will not be liable for any delay such delay or failure is attributable (whether directly or indire any equipment malfunction or failure and under no circumsta consequential or indirect losses arising out of or in connectio 本人(等)明白當貴行執行常行指示時,若遇到任何非貴行所 或間接)引致延遲或無法執行常行指示,責行毋須負責;凡医	account one business day (before the close of branch banking it that a charge may be levied, at the Bank's discretion. (分行辦公時間內),戶口內備有足夠款項以便支付上述安 or failure to carry out the standing instructions where ctty) to any cause beyond the Bank's control including nces shall the Bank be responsible to me/us for any on the the carrying out or otherwise of my/our instructions. 能控制的原因,包括任何機件設備失靈或出現故障而(直接
接損失,貴行亦毋須對本人(等)負責。 For Bank Use Only 銀行專用	
In Person and ID checked	Self-named SI Payment from HSBC to HSBC Life (International) Ltd. Branch Chop
Waive S/I setup fee for HP account	Completed by:
Completed by:	Staff ID
Staff ID	Checking Staff Signature and Signature No. The checking staff cannot be the same person as the sales staff
For INHK Use Only 滙豐保險專用	
Next Bill Date(DDMMYYYY)	Policy Number



STANDING INSTRUCTION REQUEST FORM 常行指示申請表 (Local Transfers 本地轉賬)

To: The Hongkong and Shanghai Banking Corporation Li 致:香港上海滙豐銀行有限公司	mited Date 日期 (DDMMYYYY)					
The Bank will set up the Standing Instruction accordi	nstruction in Block Letters and tick where applicable. 在適當的地方加上剔號。 ngly, and no acknowledgement will be sent to you.					
Details of the instructions will be reflected on your ac						
by us. 本行執行指示後,會在閣下的戶口結單及/或儲蓄戶 4. The reference to "business day" means a day, other 「營業日」指銀行在香港開放營業的日子(星期六、	than a Saturday, Sunday or public holiday, on which banks are open for general business in Hong Kong.					
5. ♦ Not applicable for Savings standing instruction and 不適用於儲蓄戶口的常行指示和跨行轉賬。						
 For setting up Standing Instruction during the applitreated as the "First Payment Date" after policy issuafilling in the "First Payment Date". 若於人壽保險申請時,一併設立常行指示,則毋須填; 	ication for new life insurance policy, the "First Payment Date" may be left blank, and the "Next Bill Date" will be nce. For setting up Standing instruction <u>after the issuance of life insurance policy,</u> please complete the instruction by 图 [第一次支款日期」,而有關 保 單發出後的「下一個繳款日期」將會作為「第一次支款日期」。					
若 <u>於人壽保險保單發出後</u> ,方才設立常行指示,請填妥「第一次支款日期」以確立有關之指示。 7. # Charges for setting up Standing Instruction for Senior Citizen Card Holders will be waived. For Mail-in Application, please attach a photocopy of your Senior Citizen Card to this						
form. 長者咭持有人可獲豁免設定常行指示的手續費。郵寄申 8. Please complete "Standing Instruction Amendment/Can 如果要 14. 例如幾何之形之,建建模,所能之形之而及。	cellation Form" to amend/cancel existing Standing Instruction records.					
如需更改/取消常行指示,請填寫「常行指示更改/取 9. The Bank reserves the right not to accept or otherwise r 本行有權在任何情况下不處理或拒絕常行指示的申請而	eject the application of standing instruction without giving reasons.					
or (2) by visiting your nearest HSBC Branch. Your request will normally be 請將已填妥的表格(1)寄回九龍中央郵政局郵政信箱72677號「香港	and Shanghai Banking Corporation Limited, P O Box 72677, Kowloon Central Post Office, Kowloon, Hong Kong", e processed within 3 business days upon our receipt of your form. 上海灌豐銀行有限公司」收,或(2)交回就近灌豐分行。本行將在收到您的申請表後三個營業日內處理您的申請。 lowing arrangement 請扣取本人(等)下述戶口以支付下列安排:					
Details of Account (For Integrated / Business Integr	<u> </u>					
戶口資料(如屬綜合理財/商業綜合戶口,請注明「^戶						
Account Name 戶口名稱						
Account Number 戶口號碼						
^ Account Type 戶口類別	Current Account Savings Account Foreign Currency Savings Account 往來戶口 儲蓄戶口					
Currency to be Debited 支賬貨幣類別 (For Foreign Currency Account Only 只適用於外幣戶口):						
Payment Date 支款日期						
If the Payment Date falls on a day which is not a business day, the standin month, the standing instruction will be effected on the last business day of 如支款日期適逢非營業日,該常行指示則於下一個營業日進行。如該營業日						
Frequency 周期	◆Daily Weekly Fortnightly Monthly Quarterly Half-yearly Yearly ◆每日 每星期 每兩個星期 每月 每季 每半年 每年					
❖ First Payment Date 第一次支款日期	Day 日 Month 月 Year 年					
(For life insurance premium payment please refer to note 6 如繳付壽除保費,請參閱注意事項 6)						
Final Payment Date 最後一次支款日期	Total No. of Payment 支款總次數(>1多於一次)					
	Final Payment Date Day 日 Month 月 Year 年 Until Further Notice 直至另行通知					
Type and Details of Arrangement 安排事項種類及資料	리					
Local Transfers 本地轉賬						
Currency to be Received by Beneficiary(ies) 受意	次人所收的貨幣類別					
Currency and Amount of Transfer 轉賬貨幣及金額	Currency 貨幣 Amount 金額					
Bank and Account Details of Beneficiary(ies) 受	款人銀行及戶口資料					
The Hongkong and Shanghai Banking Corpora	tion Limited 香港上海滙豐銀行有限公司					
Account No. 戶口號碼	Branch No. 分行編號 Account No. 戶口號碼					
Account Type 戶口類別 (For the following Account, please complete the details below 如屬下列戶口,請填寫以下資料)	□ Integrated / Business Integrated, please specify 綜合理財/ 商業綜合,請註明: □ Hong Kong Dollar 港幣 (□ Current Account 往來戶口 □ Savings Account 儲蓄戶口)					

Foreign Currency Savings Account 外幣儲蓄戶口

	of Funds must be in Hong Kong Dollar and beneficiary account will normally be credited one to two business days after payment date. 港幣及款項一般會於支款日期後一至兩個營業日存入受款人戶口。)
Bank Name 銀行名稱	
Account No. 戶口號碼	Bank No. 銀行編號 Branch No. and Account No. 分行編號及戶口號碼 (For HKD Local Transfers to other bank, the maximum characters is 34 including spaces. For others, the maximum characters are 12 including spaces. 如屬港幣本地常行指示,最多可輸入 34個字母,包括空格。其他則最多為12個字母,包括空格。
Beneficiary(ies) Name(s) 受款人姓名 (For HKD Local Transfers to other bank, the maximum cha is 140 including spaces. For others, the maximum charact 20 including spaces. 如屬港幣本地常行指示,最多可輸入 母,包括空格。其他則最多為20個字母,包括空格。)	ers are
Payment Reference (if any) 付款備考 (如有 (For HKD Local Transfers to other bank, the maximum chais 35 including spaces. For others, the maximum character including spaces. 如屬港幣本地常行指示,最多可輸入35個包括空格。其他則最多為24個字母,包括空格。)	racters
Subsequent Life Insurance Premium Pay	ment 繳付往後人壽保險保費
Currency to be Received by Beneficiary(ies) 受款人所收的貨幣類別
Currency and Amount of Transfer 轉賬貨幣	及金額 Currency 貨幣 USD 美元 Others 其他 Amount 金額
Beneficiary name 受款人姓名	HSBC Life (International) Limited 滙豐人壽保險(國際)有限公司
Foreign Currency Saving Account No. 外幣儲蓄戶口號碼	USD 美元 511 - 339822 - 201 Others 其他
Payment Reference 付款參考 (please tick and input the "Application Serial No." during the insurance application, or 8-digit "Policy No." after policy issu 於壽險保單申請時,請選擇並填寫「申請書編號」,或於保單 寫8位數字的「保單編號」)	lance 中间盲網號 本事網號(OIO XX 于)
Declaration and Signature 聲明及簽署	
above arrangements; and for each payment requiring manua our account. 本人(等)明白上述每項安排的#收費(請參照一般銀行服務作	
人手處理,每次須另行收費,亦將會從本人(等)戶口中扣取 2. I/We understand that I/we must maintain sufficient funds in the hours) before the payment date for the above arrangement an 本人(等)明白本人(等)須在指定的支款日期前一個營業日 排,若常行指示付款因存款不足而退回,責行有權收取費用。 3. I/We understand that the Bank will not be liable for any delay such delay or failure is attributable (whether directly or indire any equipment malfunction or failure and under no circumsta consequential or indirect losses arising out of or in connectio 本人(等)明白當貴行執行常行指示時,若遇到任何非貴行所 或間接)引致延遲或無法執行常行指示,責行毋須負責;凡医	account one business day (before the close of branch banking it that a charge may be levied, at the Bank's discretion. (分行辦公時間內),戶口內備有足夠款項以便支付上述安 or failure to carry out the standing instructions where ctty) to any cause beyond the Bank's control including nces shall the Bank be responsible to me/us for any on the the carrying out or otherwise of my/our instructions. 能控制的原因,包括任何機件設備失靈或出現故障而(直接
接損失,貴行亦毋須對本人(等)負責。 For Bank Use Only 銀行專用	
In Person and ID checked	Self-named SI Payment from HSBC to HSBC Life (International) Ltd. Branch Chop
Waive S/I setup fee for HP account	Completed by:
Completed by:	Staff ID
Staff ID	Checking Staff Signature and Signature No. The checking staff cannot be the same person as the sales staff
For INHK Use Only 滙豐保險專用	
Next Bill Date(DDMMYYYY)	Policy Number