客戶資料更新指示
Instruction For Updating Client Information

致：結算部

To: Settlement Department

賬戶名稱 Account Name		賬戶號碼 Account Number	

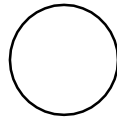本人 / 吾等僅此通知創僑證券有限公司（稱為「貴公司」）請由_____年_____月_____日起更改本人 / 吾等之賬戶資料如下：

I / We hereby notify CLC Securities Limited (called "the Company") that please change my / our account's information with effective date from_____

_____ / _____ / _____ (dd/mm/yyyy) as follows:

通訊地址 Correspondence Address	 (請附上近三個月內的地址證明文件) (please attach your address proof issued within last three months)
聯絡電話 Contact Phone Numbers	住宅 Residential:
	手機 Mobile:
	公司 Office:
銀行戶口資料 Bank Account Information	銀行名稱 Bank Name:
	戶口號碼 Account Number:
電郵地址 Email Address	☐　更改為 Change to:
	☐　增加 Add:
雙重認證驗證碼收取方式 Password Collection Method of 2FA	☐　流動保安編碼 Software Token　　☐　短訊 SMS　　☐　電郵 Email
☐　申請子賬戶 Apply for a Sub-Bank Account	請附上印有英文姓名之身份證明文件（如護照、往來港澳通行證等）。 Please attach identification document with printed English name (e.g. passport / travel permit, etc.)
電子交易 Electronic Trade	☐　重新設定登入密碼 Reset Login Password 本人 / 吾等要求指示並授權 貴公司透過已登記之電郵地址收取重新設定之登入密碼。 I / We hereby request, instruct and authorize the Company to reset login password and send to my / our registered e-mail address.
結單服務 Statement Service	請選擇以下其中一項方式收取賬戶綜合日結單和賬戶綜合月結單： Please select one of the following method of receiving Daily Combined Statement of Account and Monthly Combined Statement of Account:
	☐　郵遞至通訊地址 By post to Correspondence Address 按每個戶口曾發出郵寄結單計算，月費為港幣 20 元正。 HKD 20 per month based on the statement issued for each account.
	☐　電 郵 By Email 本人 / 吾等要求指示並授權 貴公司透過已登記之電郵地址收取賬戶綜合日結單和賬戶綜合月結單的電子賬單。 I / We hereby request, instruct and authorize the Company to send eStatement of Daily Combined Statement of Account and Monthly Combined Statement of Account to my / our registered e-mail address.

其他 Others	
	本人 / 吾等向 貴公司申請電子賬單服務。就有關該申請事宜，本人 / 吾等謹此聲明及確認如下： Please be informed that I / We would like to apply for the eStatement services with the Company. In respect of this application, I / We hereby declare and confirm the followings: 1. 本人 / 吾等確認及接受透過電子通訊接收該等電子賬單之風險，完全明白本人 / 吾等並不能全面保證電子方式的安全性，而任何透過電子方式進行的傳送均可能受到干擾或延誤；並且同意及承諾免除 貴公司因提供電子賬單而令本人 / 吾等產生、蒙受及/或承受的一切虧損、損失、利息、費用、開支、法律訴訟、付款要求、索償程式等的責任。 I / We acknowledge and accept the risks of receiving the eStatement, and fully understand that complete security cannot be guaranteed, and transmission by electronic mean may be subject to interruption or delay; agree and undertake to hold the Company harmless from and against all losses, damages, interests, costs, expenses, actions, demands, claims or proceedings of whatsoever nature which I / We may incur, suffer and / or sustain as a result of the Company's provision of the eStatement. 2. 本人 / 吾等只可從郵寄或電子通訊方式選擇其一接受賬戶結單，一經選用電子賬單，本人 / 吾等將不會收到郵寄賬單。本人 / 吾等將保證會通知 貴公司有關電子郵箱地址的任何變更，並同意 貴公司有權在毋須通知及取得本人 / 吾等同意情況下，如電子賬單發出後連續多次收到錯誤訊息時，選擇以郵寄賬單取代電子賬單。 I / We only can choose either receiving the account statements via physical mail or via electronic communication. Once choosing eStatement, I / We will not receive any physical account statement. I / We undertake to notify the Company of any change of email address, and agree that without prior notice to and without prior consent by me / us, particularly when receiving several successive message in relation to failure of sending the eStatement, the Company has the right to send statements via physical mail instead of electronic communications.

備註 Remarks:

客戶簽署 Client Signature(s)： ◯ S.V. _____ (附上公司印章，如適用 With Company Chop, if applicable) 姓名 Name: 日期 Date:	請用正楷填寫，並在適當的地方加上剔號； Please complete in Block Letters and tick where applicable; 請親身或郵遞已填妥之表格正本至香港中環干諾道中 88 號南豐大廈 13 樓，若以郵遞方式，請先將表格副本電郵至 sec.cs@clchk.com 核實客戶簽名。 Must submit your completed form by hand or by mail to 13/F., Nan Fung Tower, 88 Connaught Road Central, Central, Hong Kong. If return by mail, please email form to sec.cs@clchk.com to have client's signature verified before delivery.

僅供內部使用 For Official Use Only			
經紀人 / 客服簽署 AE / CS Signature	核准 Approved by	輸入 Inputted by	驗證 Checked by
姓名 Name:	姓名 Name:	姓名 Name:	姓名 Name:
日期 Date:	日期 Date:	日期 Date:	日期 Date: