

To : UOB Kay Hian (Hong Kong) Limited
UOB Kay Hian Futures (Hong Kong) Limited
15/F., China Building,
29 Queen's Road Central, Hong Kong
Attn : Client Services Department

CHANGE OF INFORMATION NOTICE

更改資料通知

- ✓ Please submit the completed change of information form, self-certification form and address proof (if applicable) by person or by post.
請填妥以下通知書, 自我證明表格與地址證明(如更改地址) 一同呈交。(親自呈交或郵寄)
- ✓ Your requests will be subjected to call back procedure and the information will be updated after the call back has completed successfully.
閣下的要求將須經電話確認程序確認, 相關資料將會在電話確認後才完成更新。

Name of Client(s) 客戶姓名: _____	Account No. 客戶號碼: _____ - _____ / M/ S/ F*
*Delete where applicable	
更改請由 With effect from _____ / _____ / _____ Day (日) Month (月) Year (年)	

A. 本人之個人聯絡資料更改如下:

Please change my personal contact information(s) as follows :

<input type="checkbox"/>	Please tick this box if both mailing and residential address are the same (Only required to fill in one address) 請填✓如新郵寄地址與新居住地址相同。(須填其中一欄)	
<input type="checkbox"/>	New Mailing Address _____ _____	
<input type="checkbox"/>	New Residential Address _____ _____	
(Please provide address proof within 3 Months 附上三個月內之地址證明)		
<input type="checkbox"/>	聯絡電話 (住宅) Tel No. (Home) _____	聯絡電話 (公司) Tel No. (Office) _____
	手提電話號碼 Mobile No. _____	傳真號碼 Fax No. _____
<input type="checkbox"/>	E-mail Address 電郵地址: _____	
	Please choose one of the following options. 請選擇其中一項	
<input type="checkbox"/>	The above new e-mail address shall override any e-mail registered previously 以上新電郵地址取代任何之前或已登記的電郵地址	
<input type="checkbox"/>	Additional new e-mail address 新增電郵地址	
<p>This email address will be used for receiving e-statement and the physical statement issuing will be terminated. I / We hereby confirm that the above email address is for my / our own use only and not accessible by any officer or employee of your company or its associated entity.</p> <p>新電郵地址將會收取電子結單並同時終止郵寄結單。本人/吾等謹此確認以上電郵地址為本人/吾等所擁有, 並且不會讓貴公司或其有聯繫實體之僱員登入及使用。</p>		

**B. 本人之個人銀行戶口資料更改如下：
Please change my bank details as follows :**

銀行名稱
Name of Bank _____
戶口號碼
Account No. _____

Please choose one of the following options. 請選擇其中一項

- Above bank account will replace all previous record.
以上新銀行戶口將取代之前所有記錄
- Please add the above account as default bank account
請新增以上銀行戶口並標記為指定預設戶口
- Please add the above account as non-default bank account
請新增以上銀行戶口並標記為非指定預設戶口

Remarks 備註:

If this form is not submitted in person, please be advised call back procedure will be performed during business hours from our phone number 2826 1375/ 2826 1357 in order to confirm the details of changes.

如此通知書並非由客戶本人交與大華繼顯（香港）有限公司，本行將於上班時間聯絡客戶以確認以上更改。我們的電話號碼是 2826 1375/ 2826 1357。

- Please contact me during the below preferred time.
請於以下時段與我聯繫

_____ : _____ AM 上午 / PM 下午 to _____ : _____ AM 上午 / PM 下午

客戶簽署

Client Signature(s) _____

Please use the signature(s) filed with the Company 請用留存在本公司之印鑑簽署

日期

Date _____

For official use only (if client submit this form in person)

公司專用(如客戶親自提交此通知書):

Witness Signature (by Branch Manager/ Client Service officer)
見證人簽署(分行經理/客戶服務助理)

Name of witness
見證人姓名

I confirm I have met the client face-to-face and verified the ID copy of the account owner.

本人確認已與客戶會面並核對身份証

Date and time

時間與日期: _____

Place of Witness

見證地點: _____

Call Back Date / Time / Extension: _____

Remarks: _____