

WITHDRAWAL INSTRUCTION FORM
提款指示單

Client Name 客戶姓名 :	Date 日期 :
Account No. 帳戶號碼 :	Contact No. 聯絡電話 :

Please WITHDRAW the below amount and fees (if any) from my / our Account in the Company as stated above and deliver to me / us via below method:
請貴公司依從下列指示從本人/吾等帳戶內提款及扣除提款所需之收費(如有)。

Withdrawal Amount 提款金額 HKD / USD / CNY \$ _____

Withdrawal Method 提款方法 Transfer 轉賬 Cheque 支票 Remittance 汇款
 others 其他 : _____

Deposit to 存款至:

Registered Bank Account 已登記銀行帳戶
 Cheque Collection in person 親身領取支票
 My/our Other Bank Account 本人/吾等名下其他銀行戶口

A/C Name 帳戶名稱: _____

A/C No. 銀行帳戶號碼: _____

Bank Name 收款銀行: _____

Remittee's Bank Address 接受匯款銀行地址: _____

Remittee's Bank SWIFT Code 接受匯款銀行線路號碼: _____

Name and address of Beneficiary Bank's Correspondent (if applicable)
收款人銀行的代理銀行及稱及地址(如需要)

A/C No. of Correspondence 代理銀行帳號: _____

I/We hereby agree to indemnify you against any loss or claim result from your action according to my/our instruction. 本人/吾等願意賠償貴公司因執行本人/吾等指示所引致之任何損失。

客戶確認方法 : Confirmed by	Notes 注意事項 :
<input type="checkbox"/> 電郵 E-Mail	- The beneficiary is limited to the client himself/ herself only.
<input type="checkbox"/> 交易系統通知 Web/App Trade	The Company does not provide third-party payment.
<input type="checkbox"/> 電話 Telephone :	- The cut off time of remittance instruction at 10:00 a.m., withdrawal/ transfer instruction is at 11:00 a.m. of each business day. Any withdrawal instruction received after the cut off time will be handled on the next business day.
內線 Ext: _____ 日期 Date: _____ 時間 Time: _____	- 收款人必須為客戶本人。本公司不接受辦理付款予第三者。
<input type="checkbox"/> 客戶親身通知 Face-to-face notification by Client :	- 截止時間為電匯上午 10 時，提款轉賬指示截止時間為上午 11 時，任何截止時間後收到的指示將安排在下一個工作日處理
客戶簽署 Client Signature : _____	
<input type="checkbox"/> 其他 Others : (請註明 please list out) _____	

For Official Use Only 只供本公司使用			
Handled By (CS/AE)	Approved by	Inputted by	Checked by