

更改客戶聯絡資料申請表 CHANGE OF CONTACT DETAILS

致: 花旗銀行(香港)有限公司 分行
 To: Citibank (Hong Kong) Limited _____ Branch

日期 Date: _____ / _____ / _____
 月 MM 日 DD 年 YYYY

客戶姓名 Customer Name _____	戶口號碼 Account Number _____
生效日期 Effective Date	<input type="checkbox"/> 即時生效 Immediately Effective
	<input type="checkbox"/> 由 _____ / _____ / _____ 開始 From 月 MM 日 DD 年 YYYY

Address 地址 (Please complete in English 請以英文填寫)

地址類別 Address Type	新地址 New Address
<i>(Please choose one or more 可選擇一項或多項)</i> <input type="checkbox"/> 住宅 Residential ^{1,2} <input type="checkbox"/> 公司 Office ¹ <input type="checkbox"/> 其他 Other: _____ <input type="checkbox"/> 公司登記 Company Registered <input type="checkbox"/> 公司營業 Company Business ^{1,2}	單位/室 Unit/Flat/Room 樓 Floor 座 Block 大廈/屋苑 Building/Estate _____ 街號及名稱 Street No. & Name 地區 District <input type="checkbox"/> 香港 HK <input type="checkbox"/> 九龍 KLN _____ <input type="checkbox"/> 新界 NT 只適用於海外地址 For Overseas Address _____ City _____ Country _____ Zip Code _____

Notes 備註¹: 不接受郵政信箱或代收地址 P.O. Box or In Care Of (C/O) address is not acceptable.

Notes 備註²: 如客戶持有債券或美國股票戶口, 並同時更改居住國家, 請填妥 W-8 Ben 表格連同此表格一同提交 If client has Bond or US Securities account and change the country of residence, please complete and submit a new W-8 Ben form together with this form.

Change Instruction 更改指示

甲部 Part A:

以上的新地址是否適用於通訊地址³? (如不註明, 新地址將會更改為通訊地址)

Is the New Address applicable to your Correspondence Address³? (If not specified, default as "Yes")

- 是⁴ Yes
- 否, 請維持通訊地址不變
 No, please keep the correspondence address unchanged.
- 否, 請更改為以下地址⁴ (恕不接受郵政信箱):
 No, please change to the following address (P.O. Box is not accepted):

Notes 備註³: 凡是持有海外通訊地址的營運公司賬戶都必須由我們專責的 CitiBusiness® 中小企顧問管理 Kindly note that accounts of operating companies bearing overseas correspondence address can only be managed under our dedicated CitiBusiness® Consultants for SME clients.

Notes 備註⁴: 請繼續填寫乙部 Please fill in Part B

乙部 Part B: 請將以上資料更新於 Please update above change(s) to (如不選擇, 將自動以選項 "1" 為準。 If not specified, default as option "1"):

1. 在貴行開立之所有(獨立, 聯名及信託)戶口, 貸款及信用卡(如有)*
ALL (single, joint & in trust for) bank accounts, loans and credit cards (if any) with the bank*
2. 在貴行開立之獨立戶口, 貸款及信用卡(如有)
Single Name bank accounts, loans & credit cards with the bank
3. 在貴行開立之聯名戶口及貸款(如有), 請列明聯名戶口名稱:
Joint Name bank accounts & loans with the bank, please specify the joint name account title:

*如需要更改保單內之聯絡資料, 請通知個別保險公司 For any change of contact details regarding insurance policy, please inform the insurance company separately.

Telephone Number 電話號碼

新增 Add	刪除 Delete	更改 Change	電話類別 Telephone Type	國家編號 Country Code	區號 Area Code	電話號碼 Tel No.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	住宅 Home			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	公司 Office			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	流動電話 ⁵ Mobile ⁵			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	其他 Others:			

Notes 備註⁵:恕不接受與其他花旗銀行客戶登記同一個流動電話號碼 Registration of the same mobile number as another Citibank customer is not accepted

E-mail Address 電郵地址

新電郵地址

New E-mail Address:

本人證明本表格內所提供之資料全屬真確及詳盡，並明白花旗銀行只會於成功核對本人身份後更新個人資料（如適用）。資料經核實並更新之後，本行將以我提供的資料作日後聯絡及通知我有關本行產品和服務，包括但不限於選擇收取電子月結單及其他宣傳／推廣資訊。如以上資料日後有任何更改，本人均會立即通知花旗銀行。本人同意授權花旗銀行向任何有關方面核實上述填報之資料或與有關方面交換資料。I warrant that all the information provided in this form is correct and complete. I understand that Citibank will only update any change to my existing records (if applicable) after successful identity verification. I accept that after successful verification, Citibank will contact me for information about my use of Citibank services and product & services alerts including but not limited to receiving e-statements (on subscription) and other promotional/marketing materials. I will update Citibank immediately on any subsequent changes to the above information. I authorize Citibank to verify the information provided in respect of this form from and/or exchange it with any source.

假如您是現有按揭客戶而已登記土地註冊處的電子提示服務，以上提供之電郵地址將會被土地註冊處記錄並作為收取電子提示服務之用途。If you are an existing mortgage customer who has enrolled for the Land Registry's E-alert Service, the email address provided above will be shared and used by the Land Registry for notifying you on the E-alert service.

Customer's Declaration – Overseas correspondence address 海外通訊地址客戶聲明

I/We understand that I/we will be enrolled for Citi Alerts Service upon successful correspondence address change into an overseas address (address outside Hong Kong). I/We understand that the Citi Alerts service enrollment will only cover alert notifications on debit transactions (payments or transfers) from my/our banking and Credit Card accounts for transaction amount equivalent to HK\$1000 or above. I/We agree to the Terms & Conditions set out for the Citi Alerts Service, and understand that the alert preferences can be updated via Citibank Online.

本人/吾等明白貴行會在本人/吾等的戶口成功更改通訊地址後為登記海外(非香港)通訊地址的客戶自動登記 Citi Alerts 即時短訊服務。本人/吾等明白貴行為本人/吾等所登記之 Citi Alerts 即時短訊服務範圍僅限於交易額達到 HK\$1000 或以上的銀行及信用卡賬戶支賬交易（包括繳款或轉賬）。本人/吾等同意 Citi Alerts 即時短訊服務的有關條款，並明白提示設置可通過 Citibank 網上理財更改。（聯名戶口而需聯名簽署，有關人士均需簽署。All concerned parties must sign for Joint Account (s) requiring Joint Signatures.)

S.V. by

S.V. by

Customer's Signature 客戶署名

Customer's Signature 客戶署名

For Bank Use Only		Maker
<input type="checkbox"/> In Person, ID verified	1 st verifier	Checker
	2 nd verifier	
<input type="checkbox"/> Mail in <input type="checkbox"/> Messenger		

請將已填妥的表格經由以下途徑提交 Return your completed form via :

1) 上載至本公司網站 By Uploading to Our Website

→ 進入 "表格中心" Go to "Forms Centre"

選擇: 更改客戶聯絡資料申請表 Choose: Change of Contact Details Form

→ 掃描並上載表格 Scan and upload the form

2) 郵寄 By Mail

→ “香港軒尼詩道郵政信箱 20151 號 花旗銀行(香港)有限公司 Core Operation – SAMS” 收 “Core Operation-SAMS, Citibank (Hong Kong) Limited, PO Box 20151, Hennessy Road Post Office, Hong Kong”

For Bank Use Only:

- Check OWSP if correspondence address change to another country & outside HK
- Obtain supporting document(s) (e.g. W-8 Ben, W9, Reasonable explanation) for any changes on U.S. Indicia
- Renew W-8 Ben if change residential address to another country for client who has Bond/ US Securities account
- Document CRS Self-Certification if there is a change of Correspondence/Residential Address or phone number to another