更改客戶聯絡資料申請表 CHANGE OF CONTACT DETAILS

花旗銀行(香港)有限公司
Citibank (Hong Kong) Limited _____ 分行 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
☐ 即時生效 Immediately Effective
☐ 由 From ____/____/____ 開始
月 MM 日 DD 年 YYYY

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

地址類別 Address Type[4]	新地址 New Address
(可選擇一項或多項 Please choose one or more) ☐ 住宅 Residential[1,2] ☐ 通訊 Correspondence[1,2]; ☐ 公司 Office[1] ☐ 公司登記 Company Registered ☐ 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 ☐ 香港 HK ☐ 九龍 KLN ☐ 新界 NT 只適用於海外地址 For Overseas Address[3] 如您的通訊地址從香港轉為海外國家，您將被納為「國際個人銀行服務」客戶，銀行收費及服務範圍或有所不同，詳情請參閱花旗銀行收費簡介或瀏覽本公司網站。You will move into International Personal Banking if your legal address country has changed from Hong Kong to Overseas, pricing rules and service scope may vary. For details, please refer to "Citibank Service Fees" booklet or our website. City* _____ Country* _____ Zip Code _____ 城市和國家/地區為必填欄位(*)，請務必填寫。City and Country are required fields(*), please complete all required information.

備註 Notes[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.

備註 Notes[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.

備註 Notes[3]：如您更新通訊地址為海外地址，本行將重新審核您的信用卡戶口。一旦審核未能通過，您的信用卡戶口將會被終止，信用卡中累積的積分將不獲退還，請盡早兌換您 的獎賞積分(如適用)。如您的信用卡可被保留，本行或會要求您提供質押存款。Your credit card service will be subjected to bank's re-approval if you change to an overseas correspondence address. In the case of approval is not granted, your credit card service will be terminated and the accumulated rewards point will be forfeited, please redeem your rewards point immediately (If applicable). If your credit card can be remained, the Bank may require you to provide a pledge deposit.

備註 Notes[4]：只接受最多3項地址記錄(即住宅地址、通訊地址和公司地址)(此要求只限於個人賬戶)。Maximum 3 address records are accepted (i.e. home, correspondence and office addresses)(Requirement for individual customers only)

更改指示 Change Instruction

甲部 Part A:

以上的新地址是否適用於通訊地址[5]? (如不註明，新地址將會更改為通訊地址)
Is the New Address applicable to your Correspondence Address[5]? (If not specified, default as "Yes")

☐ 是 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[5] (恕不接受郵政信箱)：No, please change to the following address (P.O. Box is not accepted):

_____

_____

備註 Notes[5]：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.

電郵地址 E-mail Address

新電郵地址[6]：
New E-mail Address[6]:

備註 Notes[6]：Citibank可能會透過您所提供的電郵地址向您提供有關Citibank產品及服務的資訊包括但並不限于電子月結單，電子通知書，條款及細則，修訂通知及其他產品推廣。如電郵發送因第三方因素出現延誤或中斷，Citibank並不會承擔任何責任。Citibank may use your email address to provide you with the information relevant to your use of Citibank's products and services including but not limited to e-statement, e-Advice, Terms and Conditions, Notice of Amendment, and other promotional/marketing materials. Citibank does not bear any responsibility if the email transmission is delayed or disrupted for reasons beyond its control.

* 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.

電話號碼 Telephone Number						
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.
☐	☐	☐	住宅 Home			
☐	☐	☐	公司 Office			
☐	☐	☐	流動電話 Mobile[7]			
☐	☐	☐	其他 Others: _____			

備註 Notes[7]：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

客戶聲明 Customer's Declaration

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)。假如本表格內所提供之住宅電話，辦公室電話，住宅地址，通訊地址及辦公室地址跟本行之記錄不同，本人同意貴行將套用新的記錄並取代過往所作之登記。資料經核實並更新之後，貴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. If any home number, office number, residential address, correspondence address or office address provided in this form is different from the Bank's record, I accept the Bank using the new record to supersede the existing record. 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.

假如本人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 I am 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.

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

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即時短訊服務範圍隻限於交易額達到HK$1,000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。)

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$1,000 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. (All concerned parties must sign for Joint Account (s) requiring Joint Signatures.)

S.V. by

客戶署名 Customer's Signature

S.V. by

客戶署名 Customer's Signature

For Bank Use Only		
☐ In Person, ID verified		Maker
1st verifier	2nd verifier	
		Checker
☐ Mail in ☐ 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
   →掃瞄並上載表格 Scan and upload the form

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