

# 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  
To: Citibank (Hong Kong) Limited

分行/大來信用証國際(香港)有限公司  
Branch / Diners Club International (H.K.) Limited

日期 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
月 MM 日 DD 年 YYYY

生效日期 Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
月 MM 日 DD 年 YYYY

客戶姓名 Customer Name	戶口號碼 Account Number
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## Contact Details 聯絡資料

地址類別 Address Type	(Please choose <b>one or more</b> 可選擇一項或多項) <input type="checkbox"/> 通訊 Correspondence <input type="checkbox"/> 住宅 Residential <sup>1</sup> <input type="checkbox"/> 永久 Permanent <input type="checkbox"/> 公司/登記 Office/Registered <input type="checkbox"/> 公司/營業 Office/Business
新地址 New Address	
地址類別 Address Type	(Please choose <b>one or more</b> 可選擇一項或多項) <input type="checkbox"/> 通訊 Correspondence <input type="checkbox"/> 住宅 Residential <sup>1</sup> <input type="checkbox"/> 永久 Permanent <input type="checkbox"/> 公司/登記 Office/Registered <input type="checkbox"/> 公司/營業 Office/Business
新地址 New Address	

Notes 備註<sup>1</sup>: 如客戶持有債券或美國股票戶口, 更改住宅地址之國家需同時更新 W-8 Ben 表格 If client has Bond or US Securities account, W-8 Ben form renewal is required when residential address is changed from one country to another.

## Change Instruction 更改指示

請將以上資料更新於Please update above change(s) to:

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\*

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

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:

在貴行之**所有**信用卡  
**ALL** credit cards with the bank **ONLY**

下列指定戶口/信用卡/保管箱 **ONLY** the following specified bank account / credit card / Safe Deposit Box:

\*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.

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.	主要聯絡電話 Prefer to contact
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	住宅 Home				<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	公司 Office				<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	流動電話 Mobile <sup>2</sup>				<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	圖文傳真 Fax				<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	其他 Others: _____				<input type="checkbox"/>

## E-mail Address 電郵地址

新電郵地址  
New E-mail Address<sup>2</sup>:

Notes 備註<sup>2</sup>: 本行將以您現在所提供之手提電話號碼及電郵地址, 作為日後致電、透過手機短訊或電郵通知您有關我們所有產品之訊息及簡訊通知服務, 包括但不限於選擇收取電子月結單及其他宣傳/推廣資訊。The mobile phone number and email address you provided here will be used by the bank to contact you via voice call, SMS or email for all products and service alerts, including but not limited to receiving e-statement (on subscription) and other promotional/marketing materials. (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	For Bank Use Only
		<input type="checkbox"/> In Person, ID verified
		1 <sup>st</sup> verifier      2 <sup>nd</sup> verifier
		Checker
		<input type="checkbox"/> Mail in <input type="checkbox"/> Messenger

Customer's Signature 客戶署名      Customer's Signature 客戶署名

請將已填妥的表格寄回香港軒尼詩道郵政信箱 20151 號 花旗銀行(銀行)有限公司 Transaction Services Department A&SS 收。  
Please return your completed form **by mail** to "Transaction Services Department-A&SS, 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