

致：創興銀行有限公司

To : Chong Hing Bank Limited

日期 Date : _____

常行指示更改／註銷表格
Standing Instruction Amendment / Cancellation Form

本人（等）／本公司現授權創興銀行有限公司（「銀行」）更改／註銷下列之常行指示：

I / We hereby authorise Chong Hing Bank Limited ("the Bank") to amend / cancel the following Standing Instruction(s):

註銷 Cancellation		
收款人賬戶號碼 Beneficiary's Account No.	常行指示編號 STOID	生效日期 Effective Date (DD/MM/YYYY)
更改 Amendment		
收款人賬戶號碼 Beneficiary's Account No.	常行指示編號 STOID	生效日期 Effective Date (DD/MM/YYYY)
更改類別 Amendment Type	<input type="checkbox"/> 收款人賬戶名稱 Beneficiary's Account Name : (最多可輸入 140 個字符，包括空格。The maximum characters are 140 including spaces.)	
	<input type="checkbox"/> 轉賬金額 Amount of Transfer :	
	<input type="checkbox"/> 其後付款日 Subsequent Payment Date :	<input type="checkbox"/> 每月之指定日期 ^^ (01-31) ^(F) Day of the Month ^^ (01-31) : ____ 或 Or <input type="checkbox"/> 每月之最後營業日## ^(M) Last Business Day of Every Month
	<input type="checkbox"/> 到期日 (日/月/年) ++ Expiry Date (DD/MM/YYYY) :	____ / ____ / ____ 或 Or <input type="checkbox"/> 直至另行通知 Until Further Notice

^^ 若其後付款日之每月指定日期為非營業日或週六，此撥款指示將順延至緊接之後的一個營業日（但若緊接之後的一個營業日是週六，則順延至緊接該週六之後的一個營業日）。
 If the subsequent payment date falls on a non-business day or Saturday, the Standing Instruction will be performed on the immediately following business day (or if the immediately following business day is a Saturday, on the business day immediately following the Saturday).

若選擇每月之最後營業日作為其後付款日並同時為週六，則此撥款指示將提前至緊接之前的一個營業日。
 If the last business day of every month is chosen as the subsequent payment date and falls on a Saturday, the Standing Instruction will be performed on the immediately preceding business day.

++ 常行指示會於到期日之後一日起正式失效（即到期日為該常行指示的最後一個有效日）。
 Standing Instruction shall become invalid on the day after expiry date and afterwards. (Date of expiry is the last effective day of the Standing Instruction)

附註：Notes:

- 本人（等）／本公司明白 貴銀行將在收到本人（等）／本公司之常行指示更改／註銷表格後三個工作天內處理該申請。
 I / We understand that the Bank shall process my / our Standing Instruction amendment / cancellation request within 3 working days of the receipt date.
- 本人（等）／本公司明白 貴銀行將會根據銀行最新之銀行服務收費表從本人（等）／本公司之相關賬戶中扣除更改常行指示申請之手續費。
 I / We understand the Bank will deduct the handling charges from my / our related account for the Standing Instruction amendment request according to the Bank's current Bank Service Charges Schedule.

客戶簽署 Customer Signature(s)	賬戶名稱 Account Name(s)
	賬戶號碼 Account Number
	聯絡電話號碼 Contact Telephone Number

如本表格的中、英文版本有任何歧異，概以英文版本為準。In case of any inconsistencies between the English and Chinese versions of this Form, the English version shall prevail.

銀行專用 For Bank Use Only	Handling branch	Signature Verified	Completion Date
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