## DBS IDEAL MAINTENANCE FORM 星展IDEAL網上理財更改表格







Fill in the form 填寫表格

For new Transaction Authoriser & Customer Self Administrator roles, please submit ID / passport & residential proof<sup>1</sup>.

新交易授權人及客戶自助管理員必須提供身份證明文件及 住址證明1。





Send the form with supporting documents (if applicable) to DBS 郵寄表格及其他所需文件 (如適用)到本行



DBS Bank (Hong Kong) Limited -**Channel Management G.P.O Box No.400** 

> 星展銀行(香港)有限公司 -**Channel Management** 香港郵政總局信箱400號



Receive acknowledgement email that your application is being processed<sup>2</sup> 收到本行的電郵通知您的 申請正在處理<sup>2</sup>

Sections 部分

For all requests, please fill in

01

任何更改必須填寫	13		
	Maintenance Requests 更改請求		Sections
	<ul> <li>Update existing user(s)'s info (email / mobile etc.)</li> </ul>	· 更新用戶資料(如電郵 / 手機號碼等)	
	• Add user(s)	・新増用戶	
User Management 用戶管理	<ul> <li>Edit existing user(s)'s services and roles</li> </ul>	・更改現有用戶服務及權限	<b>&gt; 02</b>
	• Delete existing user(s)	・移除用戶	
	· Unlock user / Security Token	・解鎖用戶 / 保安編碼器	> 07
	· Add / Update authorisation amount / policy	・新増/更新授權金額/政策	> 03
Authorisation and Control 授權和監控	· Add / Update management control	等´₄/更新管理監控	> 04
	· Add / Update Customer Self Administrator approval	<b>亲心</b> / <i>是</i> 新客戶自助管理授權請求確認	> 05
	• Add / Update Loan authorisation policy	· 新.增 / 更新貸款交易授權政策	> 06
Linkage	• Add / Remove account(s) from IDEAL	· 新增 / 移除於IDEAL管理的戶口	> 09
賬戶連結	• Add / Update parent-subsidiary linkে ্	・新増/更新主公司/聯緊公司	<b>&gt; 11</b>
Administration	O Add / Update / Remove contact octoo f company IDEAL profile	・新増 / 更新 / 移除IDEAL聯絡人	> 08
振戶管理	Update account to settl     TEA related charges	・更新支付IDEAL相關費用的戶口	> 10
	• Terminate IDEAL se. \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	・終止IDEAL服務	<b>&gt; 11</b>
Others 其他	• Other request	・其他更改請求	<b>&gt; 11</b>
First-time registration for Customer Self Administrator (CSA), please fill in	• Limited Conipany	・有限公司	<b>&gt; 14</b>
如有限公司首次申請客戶自助管理服務, 必須填寫	· Sole Proprietorship / Partnership	・合夥人/獨資經營	> 15

#### Note 備註:

Please furnish us with the necessary documents below to avoid any delay to setup your application. 為免您的申請延誤,請向本行提供以下列出文件。

- 1. Certified true copy of (i) ID card / passport and (ii) residential address proof issued in the last 3 months (e.g. recent utility or phone bill, bank statement or correspondence from a government agency). 認證核實的(i)身份證 / 護照副本及(ii)三個月內發出的住宅地址證明(例如:近期的公共服務 或電話電話費賬單、銀行結單或政府部門的信件)。
- 2. For Security Device (Physical Token) users, the Welcome Pack will be sent to the Contact Person (refer to section 8) in 7 business days upon successful application. 如有用戶選用實體保安編碼器,我們將在申請成功的7個工作日內向聯絡人(第8部分)隨迎新包一併寄出。

Need Help? Scan here for instruction 掃碼以取得協助



Please complete this form in English BLOCK LETTERS. 請以英文正楷填寫此表格。

\*Mandatory 必須填寫

Fill in 填寫

(Hong Kong) Limited and its successors and assigns. 備註:"星展銀行"指星展銀行( 香港 )有限公司及受讓人。

## 01 Company Details 公司資料

Company Name\* 公司名稱\*

ABC Company

Organisation ID\* 公司編號\*

ABC123

Notes 備註:

You can also provide any Account Number if Organisation ID is not available 如果未能提供公司編號,您也可以提供戶口號碼

## 數碼編碼器 (經由智能手機進行保安認證)

Digital Token (Security Authentication via smartphone)

Physical Token Security Device (Application HK\$250 each) 實體保安編碼器(申請每部HK\$250)

#### Note 備註:

模式。

- Default the notification channels as SMS & email and language for notification (SMS & email) as English, unless otherwise specified in Special Features. 默認通訊途徑為短信及電郵、通訊語 言為英語,除非於特別指示中另有説明。
- 2. Authoriser groups are not available for Loan Servicing. 授權組別不適用於貸款服務。

這用於確定用戶屬於哪個授權組別,每組均有自己的授權限額。每個用戶只能屬於1個組別。

Group 組別:

This Transaction Authoriser will be assigned to group A, unless otherwise specified. 如沒有指定授權組別,此用戶將自動歸為組別A。

Special	Features	特別指示

For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email businesscare-hk@dbs.com. 如有查詢,請聯絡 DBS BusinessCare (852) 2290-8068 或電郵至 businesscare-hk@dbs.com。 DBS Bank (Hong Kong) Limited 星展銀行(香港)有限公司 Hong Kong/GTS/CIB/0129(03/22)

Fill in 填寫							
03 Add / Update Au	thorisation Policy 新增 / 更新	授權政策					
This section is only required for 本部分僅適用於 update(s) in existing authorisation policy; or 更改現有授權政策或; company first time registration for Transact Profile 公司首次登記交易組合		Note: Th	Choose Service Type(s) and fill in amount and authorisation requirement Note: The Authorisation Policy shall based on the selected service(s) for all users in Section 02.				
Policy 1 政策1					<b>U括授權金</b>	額及授權組合。	
Service Type(s) 服務種類		備注:授村	<b>權政策的服務</b>	务應與第 02	部分中為萨	听有用戶選擇的服務相同。	
Payment 付款: Transfer wi	ithin Own DBS Account(s) 星展內部戶口轉賬	Payr	nent 付款:	Pay Local / (	Overseas 3	3rd Party 轉賬至本地或海外收款人	
Collection 收款	Payroll 發薪	Trac	le Finance 貿	貿易融資		Fixed Deposit 定期存款	
Others 其他:							
Amount 金額HK\$		Authorisati	on Requirer	nent 授權組	合		
From 由	To 至	No. of Autho	riser(s) require	ed 授權人數		Customised Combination 自定授權組合	
\$	\$	Any 任何		2位	OR		
\$	\$	Any 任何_	1	2位	OR		
\$	\$	Any 任,		2位	OR		
Evample ///							
Example 例如	To 75		ovication I				
From 由 \$0	To 至 \$50,000		任何1位	Requireme	INL 按催紐	百	
\$50,000.01 <sup>1</sup>	Unlimited 不設上限			ignatories fi	rom Grou	p A) (須由A組別任何2位授權人授權)	
			equil es 2 si	ignatories n	OIII GIOG		
1. Must start from .01 after the decima							
Policy 2 (If applicable) 政策2	(如適用)						
Service Type(s) 服務種類							
	ithin Own DBS Acc、Linu(s) 星展內部戶口轉賬				Overseas 3	3rd Party 轉賬至本地或海外收款人	
Collection 收款	Payroll 發薪	Trac	le Finance 貿	貿易融資		Fixed Deposit 定期存款	
Others 其他:							
Amount 金額HK\$ From 由	To 至		•	nent 授權組	合		
\$	\$		riser(s) require			Customised Combination 自定授權組合	
Ψ 				2 <u>位</u>			
<b>\$</b>		Any 任何	1 <u>☆</u>	2 <u>位</u>	OR		
\$	\$ 	Any 任何	1位	2位	OR		
Select Dual or Single Mar	nagement Control 選擇雙重或單一	管理監控					
04 Add / Undate Ma	anagement Control 新增 / 更新	计会组联系	2				
This section is only required for		MI E JE EM JE					
<ul> <li>update(s) in existing manage</li> <li>update(s) in number of Trans</li> </ul>	ment control; or 更改現有管理監控或; saction Authoriser(s); or 更改交易授權人數目或 on for Transact Profile 公司首次登記交易組合	;					
The Bank recommends Dual Managem	ent Control for all transactions initiated via the system (e			_			
	s that would result in fraudulent actions. Unless otherwise 過 FX Online 執行的交易除外)進行雙重管理監控。這種隔離						

戶除外)。

Please tick one from below 請在下方勾選一項

#### Dual Management Control 雙重管理監控

Cash Management & Trade Finance 現金管理及貿易融資

Note: Dual Management Control is highly recommended if there are more than 備注:如公司有多過一名交易經手人及交易授權人,本行建議採用雙重管理監控。

We do not authorise the Bank to proceed with Single Management Control in IDEAL except for the FX Online service where Single Management Control applies. 除了FX Online服務(單一管理監控適用)以外,本公司不同意採納IDEAL單一管理監控。

#### Single Management Control 單一管理監控

Cash Management & Trade Finance 現金管理/貿易融資

We have read the Risk Disclosure Statement for the Application of Single Management Control in IDEAL (including the FX Online service). We hereby authorise the Bank to proceed with Single Management Control setup in IDEAL (including the FX Online service). We fully understand and acknowledge the characteristics of Single Management Control and the risks associated with this authorisation. We understand and agree that we shall assume and be responsible for all the risks associated with and losses arising out of or in connection with the application and use of Single Management Control in or through IDEAL (including the FX Online service). We undertake to indemnify and hold the Bank fully indemnified from and against any loss, costs (including legal costs on a full indemnity basis), charges, damages, claims, demands, actions, proceedings and all other liabilities of whatever nature and howsoever incurred or suffered by the Bank or which may be brought against the Bank as a result of the Bank agreeing to act on our said authorisation. We also understand and agree that the Bank may terminate the provision of Single Management Control procedure by notice to us at any time.

本公司已細閱採納IDEAL單一管理監控模式的風險披露聲明(包括使用FX Online服務的風險),謹此授權星展銀行將本公司的IDEAL戶口(包括FX Online服務)設定為單一管理監控模式。本公司完全明白及知悉 單一管理監控模式的性質和作出有關授權所涉及的風險,並明白及同意由本公司承擔及負責於或透過 IDEAL 系統(包括FX Online服務)採納單一管理監控模式所附帶的風險及引致或索涉的損失。本公司承諾會就 星展銀行因同意按本公司作出上述授權而行事所產生或蒙受或可能面對或遭受的任何損失、費用(包括須全額彌償的律師費用)、開支、賠償、申索、要求、訴訟、起訴及任何性質及基於各種原因產生的所有其 他責任,向星展銀行作出全額彌償。本公司亦明白及同意星展銀行可隨時向本公司發出通知,藉以終止提供單一管理監控程序。

#### Note 備註:

1. If no service control is specified, the Bank will default to Dual Management Control in IDEAL except for single user or the FX Online service. The FX Online service only supports Single Management Control. Please read the risk disclosure on Single Management Control from the Important Notes section. 如果沒有註明控制模式,星展銀行會預設為採納雙重管理監控,只有一名用戶或FX Online 服務除外。 FX Online 服務只支援單一管理監控,請參閱上述重要事項內的有關單一管理監控之風險披露。

07 Unlock User / Security Token Request 用戶解鎖、解鎖 / 更換實體保安編碼器 IDEAL User ID / User Full Name IDEAL 用戶編號 / 用戶全名* (as in HKID / Passport) (須與香港身份證 / 護照相同 )					
□ Unlock / Reactivate user access 解鎖 / 重啟用戶					
Reset login PIN / password 重設登入密碼					
Replace Security Token / Report Physical Token Loss 更換保安編	福器/遺失實體保安編碼器				
Digital Token (Security Authentication views) 數碼編碼器(經由智能手機進行保安認證)	a smartphone)				
<ul> <li>Free of charge 免費</li> <li>More secure 更安全</li> <li>Quick set up 快速設定</li> <li>One tap to authenticate —</li> <li>Go green 環保</li> </ul>	鍵驗證 - Application HK\$250 each 申請每部HK\$250 - Replacement of lost / damaged HK\$500 更換遺失 / 損壞每部HK\$500				
<ul> <li>Unlock Physical Security Token 解鎖實體保安編碼器</li> <li>Notes 備註:</li> <li>Only token for Transaction Authoriser will be locked 只有交易授權人的保安編碼</li> </ul>	娶才 <b>会</b> 被銷				
Serial Number 編碼器序號 At the back of token 於編碼器背面	Lock Pin 解鎖編碼 7 digits on token screen 於編碼器屏幕上的7位數字				
08 Change Contact Person Information <b>夏</b>	7. 7. 7. 7. 7. 7. 7. 7. 7. 7. 7. 7. 7. 7				
Contect Person is for receiving Welcome Pack only if user has opted in for Security					
	Person 更改聯絡人 Remove Contact Person 移除聯絡人				
Contact Person Full Name*	En. vi Address				
聯絡人全名 	電郵地址 				
Telephone Number 電話號碼					
Country / Region Code Telephone Number 國家 / 地區號碼 電話號碼					
<b>09 Update Account(s) Under IDEAL 更新ID</b> Select 1 from below. This will apply to all IDEAL users. 從下列選擇17					
Add 新增 Remove 移除					
Add / Remove 新增 / 移除戶口					
All Accounts (including sub accounts) 所有戶口(包括附屬戶口					
□ Specific Account(s) 指定戶口 1.	2.				
<ul><li>☐ All Accounts except</li><li>所有戶口(不包括指定戶口)</li></ul> 3.	4.				
Fill in 填寫					
10 Update Debit Account To Settle IDEAL	Related Charges 更改支付IDEAL相關費用的戶口				
IDEAL monthly service fee for Inquire & Transact pack IDEAL戶口查詢及交易組合每月服務月費:每間公司HK\$150	/ US\$19.5				
Current / Saving / Multi-Currency Savings Account Number* 往來 / 儲蓄 / 多種貨幣儲蓄戶口號碼*	123456789  Fill in 'Specify your company's Current / Saving / Multi-Currency Savings				
charges without further notice. 如沒有註明付款戶口,貴公司的往來 / 儲蓄 / 多種貨費,實體保安編碼器收費等),貴公司的任何其他往來 / 儲蓄 / 多種貨幣儲蓄戶口將自2. The Bank is hereby authorised to effect any necessary currency exchange at the	Account which will be used to settle IDEAL related charges' 填寫「支付IDEAL相關費用的往來/儲蓄/多種貨幣儲蓄戶口」。 e used to settle any IDEAL related fee, etc), any of your other Current / Savings / Mufti-Currency Savings Account will be debited for settlement of such 貨幣儲蓄戶口將自動用作扣除任何IDEAL相關費用。如上述註明付款戶口存款不足以支付IDEAL相關費用(例如:IDEAL 服務月間動用作扣除有關費用,而不另作通知。  Prevailing exchange rate. 星展銀行獲授權用其釐訂的匯率,以執行任何所需的貨幣兑換。				
3. IDEAL monthly service fee will be charged on 25th of every month. If the payme 月25日收取。如支賬日非營業日,月費則於下一個營業日收取。	nt date falls on a day which is not a business day,it will be effected on the following business day. IDEAL 服務月費將於每				

## 12 Important Notes 重要事項

#### Loan Servicing Authorisation 貸款交易授權

The Bank is authorised to act on the authorisations and instructions provided in this form without further checks, even if the authorisations and instructions may differ from any other authorisations or instructions provided by the Company to the Bank elsewhere. The authorisations and instructions provided in this form do not revoke or amend any authorisations or instructions provided by the Company elsewhere.

授權銀行根據本表格中提供的授權或指示執行,而無需進一步檢查授權或指示可能與本公司向銀行在其他地方提供的任何授權或指示不同。本表格提供的授權和指示不會撤銷或修改本公司在其他地方向銀行提供的任何授權或指示。

#### Risk Disclosure Statement For The Application Of Single Management Control In IDEAL 採納IDEAL單一管理監控模式的風險披露聲明

This disclosure statement discusses the characteristics and risks of having a Single Management Control ("Single Management Control") for transactions initiated through IDEAL (other than FX Online), the system defaults to have Dual Management Control ("Dual Management Control") in place such that no single person could initiate and approve transactions that would result in fraudulent actions.

本披露聲明論述採納單一管理監控模式(「單一管理監控」)於星展銀行提供的IDEAL服務進行交易之性質和風險。透過IDEAL進行的交易(FX Online除外)一律預設為採納雙重管理監控(「雙重管理監控」)以確保不會由於任何一名人士能夠同時經手及批核交易而發生欺詐行為。

Dual Management Control is a procedure whereby the active involvement of two or more people is required to complete a specified process. This involves having a person responsible for creating the transaction and another individual of higher authority to approve the transaction in the system.

在雙重管理監控的程序規定下,必須由兩名或以上人士參與完成特定項目,由一人負責在系統訂立交易,而另一名具有較高權力的人士則負責批核交易。

Dual Management Control is one of the foundations of Information Security as it is based upon the premise that, for a breach to be committed, then both parties would need to be in collusion and, because one should always alternate the pairs of people, it would require a much greater level of corruption in order to breach Dual Management Control access, such that (say) 2 pairs of people are required to enable access.

雙重管理監控是資訊保安的一個基礎環節,建基於一個前提:越軌行為只有在有關雙方串謀的情況下方會成事,而由於公司理應經常調動負責人士,因此必須有多名人士串謀方能逾越雙重控制程序,如採用並聯式雙重管 理監控程序(例如需要兩個負責組合參與方可完成交易)則尤甚。

Single Management Control is a procedure whereby only one person is required to complete a specified process. Thus, compar anagement Control, Single Management Control for transactions may incur higher risks.

在單一管理監控的程序規定下,僅需一名人士即可完成特定項目。因此,與雙重管理監控交易比較,單一管理監控交易的風影。方言。

In respect of the FX Online service, only Single Management Control will be available. If you have selected the FX Online and in section 2 above, please read carefully the risk disclosure on Single Management Control mentioned above with respect to the risk of using the FX Online service.

FX Online服務將只提供單一管理監控。如果貴公司在本表格第2項選擇了FX Online服務,請仔細閱讀以上有關單一管理監上,風上披露以了解使用FX Online服務之風險。

#### Important Notes of Customer Self Administrators 客戶自助管理員的重要事項

Given the wide powers conferred on the Customer Self Administrators, Customer Self Administrators should be present within the organisation with sufficient executive power and authority to take on the role and the organisation is responsible for ensuring that it has appropriate and adequate internal countries and security measures in place to prevent any fraud, abuse or unauthorized acts / omissions by Customer Self Administrators.

鑑於授予客戶自助管理員的廣泛權力,客戶自助管理員應該是公司內部具有足夠行政權力及職工承擔工責的人員,及公司有責任確保其擁有適當及充足的內部監控程序及安全措施,以防止客戶自助管理員進行任何欺詐、濫用或未經授權的行為/疏忽。

For security reasons, at least 2 Customer Self Administrators must be appointed, and any two initiated by one Customer Self Administrator must be approved by at least one other Customer Self Administrator. 因此,基於保安理由,必須委派至少兩名客戶自助管理員,並且由一名客戶自助管理、海上 任何行動必須經由至少另一名客戶自助管理員的批核。

a) Customer Self Administrator cannot act alone to add / modify any setu, 白 中助 且具不能獨自新增或修改任何設定。

b) Dual Control is always required for any actions performed. It is production of provide a valid mobile number and submit a Certified True Copy of ID / passport & residential proof for all Customer Self Administrators together with this application.

任何行動必須於雙重管理監控下進行。必須提供有效的流動電話號碼之一可此一格一併提交所有客戶自助管理員之已認證核實的身份及住址證明文件。

### 13 Declaration of the Company 公司聲明

- 1. I / We confirm that the information given in this form is correct and complete, and authorise the Bank to confirm this from any source you may choose. 本人 / 吾等確認本表格所提供的資料為正確及完整,並授權貴行向任何資料來源查證。
- 2. I / We authorise the Bank to accept instructions / orders from the above authorised IDEAL users to operate my / our relevant account(s) covered by IDEAL from time to time. I / We confirm that the aforesaid arrangement overrides any signing authority and signing arrangement specified by me / us to the Bank with respect to the relevant account(s) covered by IDEAL from time to time. 本人 / 吾等授權貴行接納上述IDEAL授權用戶的指示 / 命令,以操作IDEAL不時涵蓋的本人 / 吾等之賬戶。本人 / 吾等確認前述的安排凌駕本人 / 吾等向貴行就有關IDEAL不時涵蓋的本人 / 吾等之賬戶所提供的任何簽署授權及簽署安排。
- 3. I / We have read and understood the applicable terms and conditions governing the DBS Electronic Banking Services ("DBS Electronic Banking Services Terms & Conditions") provided by the Bank (found at http://www.dbs.com.hk/sme/day-to-day/ways-to-bank/online-banking-ideal.page) and agree to be bound by them.

  本人 / 吾等已閱讀及明白用以規管貴行提供的星展電子銀行服務的相關條款及細則(「星展電子銀行服務條款與細則」)(列於http://www.dbs.com.hk/sme-zh/day-to-day/ways-to-bank/online-banking-ideal.page),並同意受其約束。
- 4. I / We acknowledge that the authority and responsibility assigned to the appointed Customer Self Administrator in this form. I / We undertake to inform the Bank and the Company will submit the IDEAL Maintenance Form to delete this Customer Self Administrator's user profile in IDEAL should any Customer Self Administrator cease to be employed by the Company. I / We agree that the Company shall not hold the Bank liable for any act or omission by a Customer Self Administrator who ceases to be employed by the Company.

  本人 / 吾等確認以此表格分配給指定客戶自助管理員的權力和責任。 若任何客戶自助管理員不再受僱於公司,本人 / 吾等承諾通知貴行,公司並將提交IDEAL更改表格以在IDEAL中刪除該客戶自助管理員的用戶權限。本人 / 吾等同意貴行不應就不再受僱於公司的客戶自助管理員的任何行為或疏忽承擔責任。
- 5. I/ We understand that the Bank intends to use my / our personal data in direct marketing and cannot do so without my / our consent. I / We have previously selected whether or not to receive direct marketing contact or information and I / we confirm that there is no change to my / our existing choice and all information provided in this form (including email address of IDEAL User ID) shall be used in accordance with such choice. I / we understand that if I / we wish to change my / our existing choice, I / we may do so at any time and without charge by completing an opt-out form and returning it to the Bank.
  - 本人/吾等明白,貴行擬將本人/吾等的個人資料用於直銷推廣,惟必須先獲得本人/吾等的同意。本人/吾等曾就是否接收直銷推廣聯繫或資訊作出選擇,本人/吾等現確認本人/吾等的現有選擇將維持不變, 而本表格內(包括IDEAL用戶編號的電郵地址)提供的所有資料均可根據該項選擇加以使用。本人/吾等明白,如本人/吾等欲更改現有的選擇,本人/吾等可隨時填妥拒絕直銷推廣表格後交回貴行,且無須就此 支付任何費用。
- 6. I / We have read and understood the notes and risk disclosure outlined in the Important Notes of this form. 本人 / 吾等已閱讀及明白重要事項內的備註及風險披露聲明。
- 7. I / We confirm that the Company is is not a licensed Money Service Operator (MSO).

### Sign and fill in date 簽署並填寫「日期」

## Signed by Authorised Signatories 被授權簽署人簽署\*

with highest authority 擁有最高權限

\*Mandatory 必須填寫

#### Date 日期\*

2021-11-11

\*Mandatory 必須填寫

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# 14 Certified Extract of Resolution Passed by the Board of Directors of Company for IDEAL Customer Self Administration Service 公司董事會決議之核證摘要(IDEAL客戶自助管理服務)

I HEREBY CERTIFY that a resolution was passed at a meeting of the Board of Directors (the "Board") of the Company on

	(Day / Month / Year)
本	人茲確認申請公司在( <b>年/月/日)</b> 舉行的董事會會議上通過以下決議案:
1.	The Company proposes to apply for the IDEAL Customer Self Administration Service. The Board review the DBS Electronic Banking Services ("DBS Electronic Banking Services Terms & Conditions"), attached 本公司建議申請IDEAL客戶自助管理服務。本董事會已審查附加於此決議案的將與貴行訂立之IDEAL服務更改 Customer Self Administration Service
2.	The Company may, amongst others, add and / or remove Customer Self Administrators through the Formand responsibility to set-up, administer, operate and maintain the Company's use of and access to the
	users; (b) assign or revoke user roles or access rights; (c) issue, amend, cancel, reset or re-issue user's became ween an analy of security code, (d) change any payment of transfer innits of any user; and (e) any other right, feature or functionality the Bank may make available to a Customer Self Administrator from time to time. 本公司可以通過表格,其中包括,新增及/或移除客戶自助管理員。 本董事會特此確認,此類客戶自助管理員有權力及責任開立、管理、操作及維持本公司對電子銀行服務的使用及訪問權限。這包括以下項目的權利與授權(a)新增、暫停或移除用戶;(b)轉讓或撤銷用戶作用或訪問權限;(c)發出、修改、取消、重設或重發用戶之保安裝置及/或保安編號;(d)更改任何用戶之任何交易或轉賬限額,及(e)貴行不時向客戶自助管理員提供的任何其他權利、特點或功能。
3.	It is hereby RESOLVED THAT: 特此議決:
	a. the Form and the DBS Electronic Banking Services Terms & Conditions be and are hereby approved and the appointment and / or removal of a Customer Self Administrator as set out in the Form be and is hereby approved; and 表格及星展電子銀行服務條款與細則現獲授權及於表格中所載之客戶自助管理員的任命及 / 或移除現獲授權;
	b. (where the authorised signers are designated with different authorisation limits in the Mandate ("Account Mandate") of the Current / Savings / Multi-Currency Savings Account) the authorised signer(s), with the highest transaction / authorisation limit, of any of the Current / Savings / Multi-Currency Savings Account maintained by the Company with the Bank or (where there is no authorisation limit set for the authorised signers in the Account Mandate) the authorised signer(s) of any of the Current / Savings / Multi-Currency Savings Account maintained by the Company with the Bank is / are authorised to:  (當被授權簽署人於往來/儲蓄/多種貨幣儲蓄戶口的授權書中(下稱「戶口授權書」)被授予不同授權限額時)本公司於貴行開立的任何往來/儲蓄/多種貨幣儲蓄戶口的被授權簽署人被授權:
	1) appoint and / or remove a Customer Self Administrator and any person acting for and on behalf of the Comp。
	2) further delegate the right and authority to a Customer Self Administrator as contemplated under the to m and authority to add, suspend or remove users and any other right, feature or functionality the Bank r 文 文 d available to a Customer Self Administrator from time to time, and whereby each a Customer Self Administrator and a user, is a person acting for and on behalf of the Company; 根據表格及星展電子銀行服務條款與細則的規定,進一步將權力及權限委派給客戶自助管理員,包括
	3) execute for and on behalf of the Company (i) the Form; and (ii) all notices and communications and in hother documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the Porm as the Bank may require; (iii) any other future documents in connection with the Porm as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the provision of the Service (including any future IDEAL Customer Self Administration Maintenance Form (or such other equivalent forms)) (collectively "Documents"); (the Form as the Bank may require; (iii) any other future documents in connection with the provision of the Service (including any future IDEAL Customer Self Administration Service (including any future IDEAL Customer Self Administr
	4) approve any amendment, alteration or modification to the Form and the Drawer and what the signing hereof or of a copy thereof be conclusive evidence of such approval; and 授權對表格及文件的任何修訂、更改或修改,並且其簽署或其副本為此類授権、以決定性證。 及
	5) do such acts as he / she deems necessary or appropriate to give effect to the sum and the Documents.  作出他 / 她認為必須或適合的行為,以使表格及文件生效。
4.	FURTHER RESOLVED THAT these Resolutions be communicated to the Pank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Chairman of the meeting or a Director has been received by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof duly certified by the Bank and a copy thereof d
	Chinese version of these Resolutions is for reference only where by inconsistency between the English and Chinese versions, the English version shall prevail. 議案的中文譯本僅供參考之用。如中英文本有任何歧異,概《英文本為》
nov	reby certify that the above Resolutions were duly passed in accordance with the Memorandum and Articles of Association (or other constitutional documents, as applicable) of the Company and are in full force and effect and have not been revoked or amended in any way. I hereby further certify that the above Resolutions have been duly recorded in the Minute Book of the Company and signed sein by the Chairman of the meeting.
本人	enrby the Chairman of the meeting. 兹確認上述各項決議於董事會召開之會議按照本公司之組織章程細則(或其他組織文件,如適用)獲得通過,該等決議現在亦已完全生效及具十足效力,並未以任何方式撤銷或修改。本人亦茲確認上述各項決議已 決議案已載入公司的會議紀錄及並經大會主席簽署。
Si	g <b>nature of Chairman of the Meeting 會議主席簽署*</b> *Mandatory 必須填寫
	Full Name (as in ID / Passport) in BLOCK LETTERS 英文正楷全名(須與身份證 / 護照相同)
D	ate 日期*
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S.V.

\*Mandatory 必須填寫

## 15 Mandate for IDEAL Customer Self Administration Service (For Sole Proprietorship / Partnership) 客戶自助管理服務授權書(僅供獨資經營 / 合夥人之用)

I / We, the undersigned, being the sole proprietor / being all the present partners of the Company hereby authorise and instruct the Bank as follows (such instructions to constitute the mandate of the Company to the Bank (hereinafter this "Mandate")).

本人/吾等(下列簽署人)為公司之現時獨資經營者/所有合夥人在此授權並指示貴行進行以下事項(該等指示構成本公司向貴行之授權(下稱本「授權書」))。

1. The Company proposes to apply for the IDEAL Customer Self Administration Service. I / We reviewed th DBS Electronic Banking Services ("DBS Electronic Banking Services Terms & Conditions"), attached to th 本公司建議申請IDEAL客戶自助管理服務。本人 / 吾等已審查附加於此授權書的將與貴行訂立之 IDEAL服務更

Section 15 is only mandatory for Sole Proprietorship / Partnership who first time registers for Customer Self Administration Service.

The Company may, amongst others, add and / or remove Customer Self Administrators through the Formal Property of the Security of the Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Mechanism and / or Security Code (d) shange any payment or the Security Mechanism and / or Security Mechanism and /

users; (b) assign or revoke user roles or access rights; (c) issue, amend, cancel, reset or re-issue user's Security Mechanism and / or Security Code; (d) change any payment or transfer limits of any user; and (e) any other right, feature or functionality the Bank may make available to a Customer Self Administrator from time to time.

本公司可以通過表格,其中包括新增及/或移除客戶自助管理員。本人/吾等特此確認,此類客戶自助管理員有權力及責任開立、管理、操作及維持本公司對電子銀行服務的使用及訪問權限。這包括以下項目的權利與授權(a)新增、暫停或移除用戶;(b)轉讓或撤銷用戶作用或訪問權限;(c)發出、修改、取消、重設或重發用戶之保安裝置及/或保安編號;(d)更改任何用戶之任何交易或轉賬限額,及(e)貴行不時向客戶自助管理員提供的任何其他權利、特點或功能。

I / We hereby confirm that:

本人/吾等特此確認:

- a. the Form and the DBS Electronic Banking Services Terms & Conditions be and is hereby approved and the appointment and / or removal of a Customer Self Administrator as set out in the Form be and is hereby approved; and 表格及星展電子銀行服務條款與細則現獲授權及於表格中所載之客戶自助管理員的任命及 / 或移除現獲授權;
- b. (where the authorised signers are designated with different authorisation limits in the Mandate ("Account Mandate") of the Current / Savings / Multi-Currency Savings Account) the authorised signer(s), with the highest transaction / authorisation limit, of any of the Current / Savings / Multi-Currency Savings Account maintained by the Company with the Bank or (where there is no authorisation limit set for the authorised signers in the Account Mandate) the authorised signer(s) of any of the Current / Savings / Multi-Currency Savings Account maintained by the Company with the Bank is / are authorised to:

(當被授權簽署人於往來/儲蓄/多種貨幣儲蓄戶口的授權書中(下稱「戶口授權書」)被授予不同授權限額時)本公司於貴行開立的任何往來/儲蓄/多種貨幣儲蓄戶口擁有最高交易上限/最高授權限額之被授權簽署人或(如被授權簽署人並沒有於往來/儲蓄/多種貨幣儲蓄戶口的接權蓄戶口的戶口授權書中被授予任何授權限額時))本公司於《行開立的任何往來/儲蓄/多種貨幣儲蓄戶口的被授權簽署人被授權:

- 1) appoint and / or remove a Customer Self Administrator and any person acting for and on behalf of the Compa e Electronic Banking Services; 就電子銀行服務委派及 / 或移除客戶自助管理員及代表本公司行事的任何人;
- 2) further delegate the right and authority to a Customer Self Administrator as contemplated under the sem and authority to add, suspend or remove users and any other right, feature or functionality the Bank right, so a self-available to a Customer Self Administrator from time to time, and whereby each a Customer Self Administrator and a user, is a person acting for and on behalf of the Company; 根據表格及星展電子銀行服務條款與細則的規定,進一步將權力及權限委派給客戶自助管理員,包括著一次暫行之一次所用戶以及貴行不時向客戶自助管理員提供的任何其他權利、特點或功能,而該客戶自助管理員及用戶,均被視為代表本公司行事的人;
- 3) execute for and on behalf of the Company (i) the Form; and (ii) all notices and communic cons and ucother documents in connection with the provision of the services contemplated under the Form as the Bank may require; (iii) any other future documents in connection with the IDFAL Customer Self Administration Service (including any future IDEAL Customer Self Administration Maintenance Form (or such other equivalent forms)) (collectively "Documents"); 代表本公司簽署(i)表格;及(ii)所有通知及通訊及貴行可能規定與表格項下擬提供的服務有,如此文件;(iii)與IDEAL客戶自助管理服務有關的任何其他日後的文件(包括任何日後的IDEAL客戶自助管理更改表格(或此類其他等效表格))(合稱「文件」);
- 5) do such acts as he / she deems necessary or appropriate to give effector to to orm and the Documents. 作出他 / 她認為必須或適合的行為,以使表格及文件生效。
- 3. Further confirmed that this Mandate be communicated to the Bank a communicated in received by the Bank and the Bank has had the reasonable opportunit, on such amendments.

  進一步確認現將本授權書通知貴行,而本授權書將維持生效直至貴行了收到獲人/公司所有合夥人簽署之授權書修訂,而貴行已有合理機會按該修訂行事為止。

The Chinese version of this Mandate is for reference only. If there is an in onsistency between the English and Chinese versions, the English version shall prevail. 本授權書的中文譯本僅供參考之用。如中英文本有任何時界,概以英文本為。

Signed for and on behalf of the Company 代表公司簽署*	
1 Partner / Sole Prop Signature 合夥人 / 獨資經營者簽署	*Mandatory 必須填寫
2 Partner Signature 合夥人簽署	Full Name (as in ID / Passport) in BLOCK LETTERS 英文正楷全名(須與身份證 / 護照相同)
3 Partner Signature 合夥人簽署	Full Name (as in ID / Passport) in BLOCK LETTERS 英文正楷全名(須與身份證 / 護照相同)
4 Partner Signature 合夥人簽署	Full Name (as in ID / Passport) in BLOCK LETTERS 英文正楷全名(須與身份證 / 護照相同)
Date 日期*	
	For Bank Use Only
*Mandatory 必須填寫	S.V.