DBS IDEAL EREPORTS 星展 IDEAL電子報告 MAINTENANCE FORM – REFERENCE (FOR CUSTOMER'S RETENTION) 更改表格 – 参考資料 (客戶保留)

Please read through thoroughly before submitting the form. We regret to inform you that incorrect applications may cause delay in processing. 在提交此表格前請詳閱以下資料,提供不正確資料有可能令申請延遲。

Use this eReports Maintenance Form if you:

使用此電子報告更改表格,如果您:

Existing IDEAL eReports Customer 現有 IDEAL 電子報告 安白

- 1. Add / Update / Remove Contact Person / User 新增/ 更新 / 移除 聯絡人 / 用戶
- 2. Add / Update / Remove Account 新增/ 更新 / 移除 戶口
- 3. Add / Update / Remove Alert Type 新增/ 更新 / 移除 通知種類
- 4. Update Mobile Number / Email Address / Alert Amount 更新 手機號碼 / 電郵地址 / 提示金額
- 5. Terminate IDEAL eReports Service 終止 IDEAL 電子報告服務

SIGN UP PROCRESS 申請程序



1 Complete the IDEAL eReports Maintenance Form. 填妥 IDEAL 電子報告更改表格。



Bind and mail completed form(s) and required documents to:

將整份己完成的表格及其他所需文件釘裝 好並寄到:

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



Contact person(s) to receive acknowledge email that informs your request has been processed and the new password to open payment alert (if applicable).

聯絡人收到本行寄出的通知電郵表示您的 申請已處理及新的開啓付款通知的密碼 (如適用)。

SERVICE TYPES 服務種類

Payment Alerts (SMS and Email in both English and Chinese bilingual) 付款通知 (短訊及電郵支援中英雙語)

- Inward / Outward Payments include CHATS and Telegraphic Transfer transactions 匯入 / 匯出付款包括本地即時付款及外地付款
- MT103 of Outward Telegraphic Transfer transactions 匯出外地付款 MT103 格式

You can specify threshold of alert currency and amount can be specified 您可註明最低提示貨幣及金額 Only email is supported 只支援電郵

Trade Finance Alerts 貿易融資通知 (SMS and Email in English only 短訊及電郵只支援英文)

This service is applicable for customers who have applied DBS Bills Account only 此服務只適用於已申請押匯服務賬戶之客戶

- Application / Amendment Processed by Bank 銀行已處理申請 / 修改
- LC Advised 信用證通知
- Bill Received 已接收單據
- Acceptance of Bill 已接收承兑
- Bill Pre-Maturity 單據到期預先通知
- Financing Pre-Maturity 融資到期預先通知
- Payment of Bill 單據的付款
- Repayment of Financing 融資的償還

To inform you when application / amendment has been processed by the Bank 銀行已處理您的申請 / 修改通知

To inform you when Letter of Credit is received 銀行收到信用證通知

To inform you when bill is received 單據已收到通知

To inform you when bill has been accepted 單據已承兌通知

To notify you 3 calendar days before the maturity of your bills 單據到期前 3 天通知

To notify you 3 calendars days before your financial loans and arrangement mature 融資到期前 3 天通知

To inform you when your payment is completed 單據完成付款通知 To inform you when repayment is completed 融資完成償還通知

ALERTS SAMPLES 通知範例

Email and SMS Samples of Payment Alerts 付款通知的電郵及短訊範例

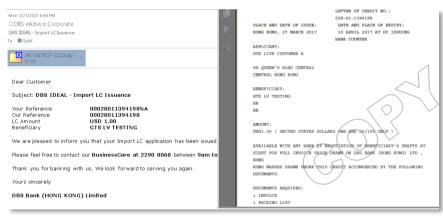
Outward CHATS 匯出本地匯款



<DBS eAdvice>
An Outward CHATS of HKD 0.01 has been debited from XXXXX3618X on 20 Mar 2017.

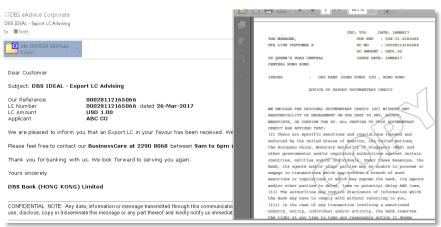
Email and SMS Samples of Trade Finance Alerts 貿易融知通知的電郵及短訊範例

• Import LC Issuance 進口信用證開立



<DBS IDEAL>
DBS IDEAL: An Import LC
No. 00028011394198 of
USD 1.00 in favour of
GTS LV TESTING has
been issued on 27Mar-2017. Your Ref.
00028011394198NA.

Export LC Confirmed 出口信用證確認



<DBS IDEAL>
DBS IDEAL: An Export LC
No. 00028112165066 of
USD 1.00 issued by DBS
BANK (HONG KONG) LTD
at the request of ABC CO
in your favour has been
received. Our Ref
00028112165066

Please complete this form in English BLOCK LETTERS. 請以英文正楷填寫此表格 *Mandatory Fields 必須填寫

星展銀行 (香港) 有限公司 – Channel Management To: DBS Bank (Hong Kong) Limited – Channel Management **G.P.O Box No. 400** 香港郵政總局信箱400號

Note [編注: 1. "The Bank" means DBS Bank (Hong Kong) Limited and its successors and assigns. "本行" 指星展銀行 (香港) 有限公司及其繼承人及受讓人。 2. "The Company" means the company specified in Section 1 of the IDEAL eReports Application Form. "公司" 指 IDEAL 電子報告申請表格第 1 項內所填寫的公司						
1 COMPANY PROFILE 公司資料						
Company Name 公司名稱*						
2 CONTACT PERSON 聯絡人 Tick where applicable 如適用請在方格內加上剔號 ☑						
Amendment Type 更改類別	A	dd 新增 Update 更新	☐ Delete 移除	☐ Add 新增 ☐ Update 更新	☐ Delete 移除	
Contact Person 聯絡人*	1.			2.		
Office Number 公司電話*	1.	1.		2.		
Email Address 電郵地址*	1.			2.		
3 USER(S) 用戶設定 Tick where applicable 如適用讀在方格內加上剔號 ☑						
☐ Add 新增 ☐ U	Update 更新	☐ Delete 移除	☐ Add 新增	□ Update 更新	■ Delete 移除	
User Full Name (as in HKID/Passport	:) 用戶全名 (須與香港	身份證/護照相同)*	User Full Name (as in HKID/Passport) 用戶全名(須與香港身份證/護照相同)*			
1.			2			
■ Email Address* 電郵地址*: Note: You will receive all selected alerts via email by default. 註: 您將預設以電郵接收所有通知。			Email Address* 電郵地址*: Note: You will receive all selected alerts via email by default. 註: 您將預設以電郵接收所有通知。			
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國家/地區號碼 Payment Alerts (SMS and Email in both English and Chinese bilingual) 付款通知 (短訊及電郵支援中英雙語)						
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DBS IDEAL EREPORTS 星展 IDEAL電子報告
MAINTENANCE FORM (FOR SUBMISSION TO BANK)
更改表格 (呈交銀行)

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4	4 SPECIAL INSTRUCTIONS 特別指示								
5	TERMINATE SERVICE 終止服務								
	Terminate IDEAL eReports service 終止 IDEAL電子報告服務								
6	ACKNOWLEDGEMENT OF USE OF MY/OUR PERSONAL DATA IN DIRECT MARKETING 有關本人/吾等的個人資料用於直鎖推廣的確認								
whe this char 本人 等的	ther or not to receive direct marketing contact or information and I/we control or information and I/we control or information and I/we control or information and that ge by completing an opt-out form and returning it to the Bank. (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,	ect marketing and cannot do so without my/our consent. I/We have previously selected to confirm that there is no change to my/our existing choice and all information provided in that if I/we wish to change my/our existing choice, I/we may do so at any time and without 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/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	t /吾						
7	DECLARATION AND AUTHORISED SIGNATORY(I	((IES) 聲明及授權簽署							
1.	We hereby confirm that the information given in this form is correct and complete and that our instruction has been clearly, accurately and completely set out in this form before signing it. 本公司確認本表格所提供的資料為正確及完整,而本公司於本表格內的指示,在本公司簽署本表格前,亦已清楚、準確及完整地列出。								
2.	We have read and understood the applicable terms and conditions governing the DBS IDEAL eReports services provided by the Bank (found at http://www.dbs.com.hk/en/ideal/) and agree to be bound by them. 本公司已閱讀及明白用以規管責行提供的 DBS IDEAL電子報告服務的相關條款及細則 (列於 http://www.dbs.com.hk/zh/ideal) 並同意受其約束。								
Sign	ed for and on behalf of the Company 代表公司簽署								
	Full Name in BLOCK LETTERS 全名 (以 英文正楷 填寫)	Full Name in BLOCK LETTERS 全名 (以 英文正槽 填寫)							
	Authorised Signature(s) and Company Chop (if applicable) 簽署及公司印章 (如適用)	Authorised Signature(s) and Company Chop (if applicable) 簽署及公司印章 (如適用)							
	Date 日期:	Date 日期:							

FOR BANK USE ONLY

S.V.