

DBS IDEAL REGISTRATION FORM - REFERENCE (FOR CUSTOMER'S RETENTION)

星展 IDEAL 網上理財登記表格 - 參考資料 (只作參考用)

Please read through thoroughly before submitting the form. We regret to inform you that incorrect applications may cause delays 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 IDEAL Registration Form if you want to:

使用此IDEAL登記表格，如果您需要：

New IDEAL Customer
新 IDEAL 客戶


1. Subscribe DBS IDEAL service for existing DBS Corporate Customer
供現有星展企業銀行客戶申請星展 IDEAL網上理財服務

Existing IDEAL Customer
現有 IDEAL 客戶

2. Subscribe DealOnline Service
要申請 DealOnline 服務


A

IDEAL REGISTRATION PROCESS 服務申請程序

- 


Decide IDEAL Services Required. Complete the IDEAL Registration Form and IDEAL Board Resolution (for Limited company only) and/or (mandatory for Customer Self Administration Service) Mandate for IDEAL Customer Self Administration Service (for sole proprietorship / partnership) (where applicable). Cross out the section(s) if no information is provided on particular page(s). Attach ID documents and proof of residence (Mandatory for Transaction Authoriser and Customer Self Administrator*)

選定所需的 IDEAL 服務並填妥 IDEAL 登記表格及 IDEAL 董事會決議案 (僅供有限公司之用) 及/或 (客戶自助管理服務必須提供) IDEAL 客戶自助管理服務授權書 (供獨資經營/合夥人之用) (如適用)。將沒有資料提供的部份刪去。


附上身份證明文件及住址證明 (交易授權人及客戶自助管理員必須提供*)
- 

Bind and mail the full set of completed forms and required documents to below address OR submit to any DBS Branch.

將整份已完成的表格及其他所需文件釘裝好並寄到以下地址或於任何星展銀行分行。

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 informs you that your application is being processed.

收到本行寄出的電郵通知表示您的申請正在處理中。
- 

Receive the Welcome Pack* upon successful application (in 7 business days)

*Welcome Pack includes:
Organisation ID, User ID, Security Device* and One Time Registration Code

*For users who have opted in for Security Device (Physical Token).

申請成功後，將在 7 個工作天內收到本行寄出的迎新包*。

*迎新包包括：
公司編號、用戶編號、保安編碼機* 及「一次專用登記編碼」

* 只供選擇實體保安編碼機的用戶

* Please furnish us the necessary documents listed below to avoid any delay to setup your IDEAL access.
- 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).

* 為免您的 IDEAL 申請延誤，請向本行提供以下列出的文件。
- 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費賬單、銀行結單或政府部門的信件)。

B

PACKAGE DETAILS 服務組合

Package Type 組合種類	Enquiry 戶口查詢	Enquiry & Transaction 戶口查詢及交易
Services Available 所提供的服務	Account Enquiry 戶口查詢 Trade Enquiry 貿易查詢 Account Receivable Purchase Enquiry 發票理財查詢 Loan Enquiry 貸款查詢	Account Enquiry 戶口查詢 Trade Enquiry 貿易查詢 Cash Management 現金管理 Trade Finance 貿易融資 Loan Enquiry 貸款查詢 Loan Servicing 貸款服務 DealOnline (Foreign Exchange 外匯交易)
Subscription Fee 申請費	Free 免費	Free 免費
Monthly Service Fee 服務月費	Free 免費	HK\$150 / US\$19.5 per company 每間公司 HK\$150 / US\$19.5
Choice of 2-Factor Authentication Modes 雙重認證模式選擇	Digital Token (download on IDEAL Mobile App): Free 數碼編碼器 (於 IDEAL 流動應用程式下載): 免費 IDEAL security device (physical token): HK\$250 per token IDEAL 實體保安編碼機: 每部 HK\$250	Digital Token (download on IDEAL Mobile App): Free 數碼編碼器 (於 IDEAL 流動應用程式下載): 免費 IDEAL security device (physical token): HK\$250 per token IDEAL 實體保安編碼機: 每部 HK\$250
Replacement of lost / damaged IDEAL security device (physical token) 更換遺失/損壞的 IDEAL 實體保安編碼機	HK\$500 per token 每個 HK\$500	HK\$500 per token 每個 HK\$500
For more information on the extensive functionalities of DBS IDEAL, please visit www.dbs.com.hk . 如需要了解更多有關星展 IDEAL 的功能，請瀏覽 www.dbs.com.hk 。		

For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email to 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/0067/04/20



C

SERVICE TYPES 服務種類

SERVICE TYPES 服務種類

Account Enquiry 戶口查詢

View account statements, remittance advices, subscribe to alerts or enquire on loans and fixed deposits. 查詢戶口結餘、滙款通知書、設定提示或查詢貸款和定期存款。

Trade Enquiry 貿易查詢

Enquire on trade transaction details and history or subscribe to trade notifications. 查詢貿易交易的詳情及記錄或設定貿易通知。

Loan Enquiry 貸款查詢

View loan accounts and loan details. 查詢貸款戶口記錄及詳情。

Account Receivable Purchase Enquiry 發票理財查詢

Online factoring account enquiry and reports download, acquire the current positions (e.g. fund in use, available funds) and transaction details. 發票理財可讓用戶查詢及下載報表，獲得即時的賬戶資料 (例如：在用資金、可用資金) 和交易詳情。

Payment 付款

Make domestic or cross-border payments via Intra Company Transfer, Account Transfer, CHATS / RTGS, Bulk Payment, AutoPay, HK FPS Proxy Addressing Service & HK FPS Payment, Telegraphic Transfer. 透過公司內部轉賬、戶口轉賬、本地即時滙款、大量付款、自動轉賬、轉數快識別代號帳戶綁定服務及轉數快付款、電滙以進行本地或外地的付款。

Payroll 發薪

Make salary payments to multiple recipients via Payroll. 透過發薪向多個收款人轉賬薪金。

Collection 收款

Collect payments from customers via Bulk Collection. 透過大量收款向客戶收取賬項。

Trade Finance 貿易融資

Send new trade applications including Documentary Letters of Credit (Import & Export), Shipping Guarantee / Air Waybill Endorsement, Export Bill Under Collection, Standby LC and Banker's Guarantee. 提交新的貿易申請，包括跟单信用證 (進口及出口)、裝運保函/空運提單背書、出口託收單據、備用信用證以及銀行保函。

Others 其他

Specify other types of payment services (e.g. bank cheque or corporate cheque) or specific products that the user requires (e.g. Telegraphic Transfers only).

請註明其他付款服務 (例如：銀行本票或公司支票) 或用戶指定所需要的產品 (例如：僅有電滙)。

Loan Servicing 貸款服務

Send instructions on loan transactions including Drawdown, Interest Rate Fixing, Loan Rollovers, Partial Prepayment and Full Prepayment. Enquire on loan transaction details and history. 發送貸款服務交易，包括提取貸款、利率調整、貸款展期、貸款提前部分還款和貸款提前全額還款。查詢貸款交易詳情和歷史。

DealOnline (Foreign Exchange 外匯交易)

Convert your funds from one currency to another at competitive rates for value today, value tomorrow, spot, forward (up to six months) and time option (up to six months) transactions. Only Single Management Control Policy applies. 以具競爭力的價格進行即日結算、翌日結算、即期 / 遠期 (最長為6個月) / 擇期 (最長為6個月) 之外匯交易。只適用單一管理監控。

D

USER PROFILE 用戶權限

1. Transaction Maker 交易經手人

User who creates transactions and manages beneficiary information. 用戶能建立交易及管理收款人清單。

2. Transaction Authoriser 交易授權人

User who approves transactions and approves beneficiary information (if required). 用戶能授權交易及授權收款人清單 (如需要)。

3. Customer Self Administrator (at least 2 required) 客戶自助管理員 (必須至少兩名)

Customer Self Administrator(s) will have the full power to administer and operate DBS IDEAL on behalf of the organisation, including but not limited to:

客戶自助管理員將持有全權代表其公司管理及運作 DBS IDEAL，包括但不限於：

- Add or remove a Transaction maker and authoriser 新增或移除交易經手人及批核人
- Modify any user access to accounts and services 修改任何用戶戶口及服務訪問權限
- Suspend and re-activate User's IDEAL access 暫停及重啟用戶 IDEAL 的訪問權限
- Unlock Security Device (physical token) 實體保安編碼機解鎖
- Request for a new Security Device (physical token) 申請全新實體保安編碼機
- Manage company profile in IDEAL 管理 IDEAL 公司權限
- Manage company authorisation policy 管理公司授權政策

IMPORTANT NOTES 重要事項

Given the wide powers conferred on the Customer Self Administrators, Customer Self Administrators should be persons 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 controls procedures and security measures in place to prevent any fraud, abuse or unauthorised 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權承擔職責的人員，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 action initiated by one Customer Self Administrator must be approved by at least one other Customer Self Administrator. Hence, 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員建立的任何行動必須經由至少另一名客戶自助管理員的批核。因此，

- Customer Self Administrator cannot act alone to add/modify any setup. 客戶自助管理員不能獨自新增或修改任何設定。
- Dual control is always required for any actions performed. It is mandatory to provide a valid mobile number and submit a Certified True Copy of identification document 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及連同此表格一併提交所有客戶自助管理員之已認證核實的證明文件。

E

IDEAL MOBILE APP 流動理財應用程式

- Stay on top of your account balance, transaction history and cheque status easily 輕鬆地掌握戶口最新結餘、交易記錄及支票狀態
- Approve payments wherever you are, whenever you need 隨時隨地授權轉賬
- Create payments easily from your fingertips 安全輕鬆地處理轉賬
- Scan QR code for HK FPS payment transfers 透過二維碼掃描進行轉賬



Free of Charge
免費

For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email to 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/0067/(04/20)



DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK)

星展 IDEAL 網上理財登記表格(呈交銀行)

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

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

*Mandatory Fields 必須填寫

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

Note 備註:

1. "The Bank" means DBS Bank (Hong Kong) Limited and its successors and assigns.
"星展銀行" 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 Registration Form.
"公司" 指 IDEAL 登記表格第1項內所填寫的公司。

1 COMPANY DETAILS 公司資料

Company Name 公司名稱*	SAMPLE COMPANY LIMITED	
Contact Person 聯絡人	1. CHAN TAI MAN	2. CHAN SIU MAN
Telephone Number 電話號碼	8 5 2 - 9 2 9 2 9 2 9 2	8 6 - 1 3 7 9 9 9 9 9 9 9 9
	Country/Region Code Telephone Number 國家/地區號碼 電話號碼	Country/Region Code Telephone Number 國家/地區號碼 電話號碼
Email Address 電郵地址	chantaiman@sample.com	chansiuman@sample.com

Note 備註:

1. Upon successful application, a Welcome Pack will be sent to the Contact Person/Authorized Signer of this form.
申請成功後，聯絡人或此表格授權簽署人將收到迎新包。
2. Please provide at least 1 contact person's name, telephone number and email address that the Bank can liaise with on matters related to IDEAL services.
請提供最少一名聯絡人姓名、電話及電郵地址以便本行聯絡有關 IDEAL 事宜。

2 ACCOUNT(S) TO BE MANAGED UNDER IDEAL 在 IDEAL 管理的戶口

Designated account for IDEAL related charges 指定的 IDEAL 相關費用支賬戶口	
1. 0 0 0 0 0 0 0 0 4 - H K D	4. 0 0 0 0 0 0 0 0 3 - A L L
2. 0 0 0 0 0 0 0 0 1 - H K D	5. -
3. 0 0 0 0 0 0 0 0 2 - U S D	6. -

Currency 貨幣

Note 備註:

1. If no account is specified, your Current / Savings / Multi-Currency Savings Account will be used to settle any IDEAL related charges.
如沒有註明付款戶口，貴公司的往來 / 儲蓄 / 多種貨幣儲蓄戶口將自動用作扣除任何 IDEAL 相關費用。
2. If the funds in the above specified account are insufficient to settle any IDEAL related charges (e.g. IDEAL monthly service fee, security device (physical token) fee, etc), any of your other Current / Savings / Multi-Currency Savings Account will be debited for settlement of such charges without further notice.
如上述註明付款戶口存款不足以支付 IDEAL 相關費用 (例如: IDEAL 服務月費, 實體保安編碼機收費等)，貴公司的任何其他往來 / 儲蓄 / 多種貨幣儲蓄戶口將自動用作扣除有關費用，而不另發通知。
3. The Bank is hereby authorised to effect any necessary currency exchange at the 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兌換。
4. IDEAL monthly service fee will be charged on 25th of every month. If the payment date falls on a day which is not a business day, it will be effected on the following business day.
IDEAL 服務月費將於每月二十五日收取。如支賬日非營業日，月費則於下一個營業日收取。

If you would like to manage all your currency accounts under a Multi-Currency Savings Account in IDEAL, please specify "ALL" at the currency field. 如欲於 IDEAL 管理多種貨幣儲蓄戶口內之所有幣種帳戶，請於貨幣一欄填寫 ALL。

DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK) 星展 IDEAL 網上理財登記表格(呈交銀行)

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

3 SERVICE(S) AND USER PROFILE(S) 服務及用戶權限

Tick where applicable 如適用請在方格內加上剔號 ☒

Preferred IDEAL User ID (6-12 alphanumeric characters, i.e. A-Z and/or 0-9)

首選的IDEAL用戶編號 (6-12 個英文字元, 即: A-Z 和/或 0-9)

TAIMANSAMPLE

User Full Name (as in HKID / Passport) 用戶全名 (須與香港身份證/護照相同)*

CHAN TAI MAN

Nationality(Country/Region) 國籍 (國家/地區) *

CHINESE

HKID / Passport No. 香港身份證 / 護照號碼*

A123456(1)

Mobile No. 手機號碼*

8 5 2 - 9 2 9 2 9 2 9 2

Country/Region Code 國家/地區號碼 Mobile No. 手機號碼

Email Address 電郵地址*

chantaiman@sample.com

User 1
用戶 1

Preferred IDEAL User ID (6-12 alphanumeric characters, i.e. A-Z and/or 0-9)

首選的IDEAL用戶編號 (6-12 個英文字元, 即: A-Z 和/或 0-9)

SIUMANID2

User Full Name (as in HKID / Passport) 用戶全名 (須與香港身份證/護照相同)*

CHAN SIU MAN

Nationality(Country/Region) 國籍 (國家/地區) *

CHINESE

HKID / Passport No. 香港身份證 / 護照號碼*

A123456(2)

Mobile No. 手機號碼*

8 6 - 1 3 9 9 9 9 9 9

Country/Region Code 國家/地區號碼 Mobile No. 手機號碼

Email Address 電郵地址*

chansiunan@sample.com

User 2
用戶 2

Service(s) & Profile(s) 服務及權限

Profile(s) 權限	Maker 經手人	Authoriser 授權人	Authoriser Group (e.g. A or B or C etc.) 授權組別 (例如 A 或 B 或 C 等。)
Transaction Service(s) 交易服務			
Payment 付款			
Payroll 發薪			
Collection 收款			
Trade Finance 貿易融資			
Loan Servicing ² 貸款服務			
Others 其他			

<input checked="" type="checkbox"/> Account Enquiry 戶口查詢	<input checked="" type="checkbox"/> Trade Enquiry 貿易查詢	<input checked="" type="checkbox"/> Customer Self Administrator ⁴ (at least 2 required) - please refer to Section D before - User Roles for details 客戶自助管理員 ⁴ (必須至少兩名) - 詳情請參照之前D部份 - 用戶權限
<input type="checkbox"/> DealOnline ³	<input checked="" type="checkbox"/> Loan Enquiry 貸款查詢	

Special Features 特別功能

If you have ticked "Customer Self Administrator", please fill in Section 10 - Customer Self Administration Approval Request Acknowledgment. 如勾選「客戶自助管理員」, 請填寫「第10部分 - 客戶自助管理授權請求確認」。

Service(s) & Profile(s) 服務及權限

Profile(s) 權限	Maker 經手人	Authoriser 授權人	Authoriser Group (e.g. A or B or C etc.) 授權組別 (例如 A 或 B 或 C 等。)
Transaction Service(s) 交易服務			
Payment 付款			
Payroll 發薪			
Collection 收款			
Trade Finance 貿易融資			
Loan Servicing ² 貸款服務			
Others 其他			

<input checked="" type="checkbox"/> Account Enquiry 戶口查詢	<input checked="" type="checkbox"/> Trade Enquiry 貿易查詢	<input checked="" type="checkbox"/> Customer Self Administrator ⁴ (at least 2 required) - please refer to Section D before - User Roles for details 客戶自助管理員 ⁴ (必須至少兩名) - 詳情請參照之前D部份 - 用戶權限
<input type="checkbox"/> DealOnline ³	<input checked="" type="checkbox"/> Loan Enquiry 貸款查詢	

Special Features 特別功能

Choice of 2-Factor Authentication (2FA) Modes: 雙重認證模式選擇:

Note: If left blank, the default 2FA mode will be the IDEAL digital token.

備註: 如果您未勾選, 將預設 IDEAL 數碼編碼器為雙重認證模式。

<input checked="" type="checkbox"/> IDEAL digital token (Security Authentication via smartphone) IDEAL 數碼編碼器 (經由智能手機進行保安認證)	<input type="checkbox"/> IDEAL security device (physical token) (HK\$250 per token) IDEAL 實體保安編碼機 (*每部HK\$250)
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Access to which account(s)? 選用那個戶口?

Note: If left blank, user will be given access to all accounts setup in IDEAL.

備註: 如果您未勾選, 將預設 IDEAL 上的所有戶口。

<input checked="" type="checkbox"/> All Accounts 所有戶口	OR 或	1. 2. 3. 4.
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Choice of 2-Factor Authentication (2FA) Modes: 雙重認證模式選擇:

Note: If left blank, the default 2FA mode will be the IDEAL digital token.

備註: 如果您未勾選, 將預設 IDEAL 數碼編碼器為雙重認證模式。

<input checked="" type="checkbox"/> IDEAL digital token (Security Authentication via smartphone) IDEAL 數碼編碼器 (經由智能手機進行保安認證)	<input type="checkbox"/> IDEAL security device (physical token) (HK\$250 per token) IDEAL 實體保安編碼機 (*每部HK\$250)
---	--

Access to which account(s)? 選用那個戶口?

Note: If left blank, user will be given access to all accounts setup in IDEAL.

備註: 如果您未勾選, 將預設 IDEAL 上的所有戶口。

<input checked="" type="checkbox"/> All Accounts 所有戶口	OR 或	1. 2. 3. 4.
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Note 備註:

1. As part of our enhanced security process, we require you to provide us with a valid mobile number & email address. An invalid mobile number or email address may result in the inability to authenticate you and affect your login. 根據本行的保安政策, 客戶必須填寫有效的手機號碼及電郵地址。無效的手機號碼或電郵地址將無法認證閣下的賬戶並導致無法登入。

2. Authoriser groups are not available for Loan Servicing. 授權組別不適用於貸款服務。

3. DealOnline is only applicable for Single Management Control policy, refer to Section 6 DealOnline. 只適用單一管理監控, 請參照第6部份。

4. For security reasons, at least 2 Customer Self Administrators must be appointed, and any action initiated by one Customer Self Administrator must be approved by at least one other Customer Self Administrator. Therefore, it is not applicable to single user profile. 基於保安理由, 必須委派至少兩名客戶自助管理員, 由一名客戶自助管理員建立的任何行動必須經由至少另一名客戶自助管理員的批准。因此, 不適用於只有一名用戶的IDEAL客戶。

For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email to businesscare-hk@db.com. 如有查詢, 請聯絡DBS BusinessCare (852) 2290-8068或電郵至 businesscare-hk@db.com。

DBS Bank (Hong Kong) Limited 星展銀行(香港)有限公司 Hong Kong/GTS/CIB/0067(04/20)



DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK)

星展 IDEAL 網上理財登記表格(呈交銀行)

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

3 SERVICE(S) AND USER PROFILE(S) 服務及用戶權限

Tick where applicable 如適用請在方格內加上剔號 ☒

Preferred IDEAL User ID (6-12 alphanumeric characters, i.e. A-Z and/or 0-9)
首選的IDEAL用戶編號 (6-12 個英數字元, 即: A-Z 和/或 0-9)

WONGSAMPLE

User Full Name (as in HKID / Passport) 用戶全名 (須與香港身份證/護照相同)*

WONG TAI MING

Nationality(Country/Region) 國籍 (國家/地區) *

CHINESE

HKID / Passport No. 香港身份證 / 護照號碼*

A123456(3)

Mobile No. 手機號碼*

8 5 2 - 9 8 7 6 5 4 3 2

Country/Region Code 國家/地區號碼
Mobile No. 手機號碼

Email Address 電郵地址*

wongtaming@sample.com

User 3
用戶 3

Preferred IDEAL User ID (6-12 alphanumeric characters, i.e. A-Z and/or 0-9)
首選的IDEAL用戶編號 (6-12 個英數字元, 即: A-Z 和/或 0-9)

ACCOUNTID1

User Full Name (as in HKID / Passport) 用戶全名 (須與香港身份證/護照相同)*

CHEUNG SIU MING

Nationality(Country/Region) 國籍 (國家/地區) *

CHINESE

HKID / Passport No.* 香港身份證 / 護照號碼*

A123456(4)

Mobile No. 手機號碼*

8 5 2 - 9 9 9 9 9 9 9 9

Country/Region Code 國家/地區號碼
Mobile No. 手機號碼

Email Address 電郵地址*

cheungsiuming@sample.com

User 4
用戶 4

Service(s) & Profile(s) 服務及權限

Profile(s) 權限	Maker 經手人	Authoriser 授權人	Authoriser Group (e.g. A or B or C etc.) 授權組別 (例如 A 或 B 或 C 等。)
Transaction Service(s) 交易服務			
Payment 付款			
Payroll 發薪			
Collection 收款			
Trade Finance 貿易融資			
Loan Servicing ² 貸款服務 ²			
Others 其他			

☒ Account Enquiry 戶口查詢 ☒ Trade Enquiry 貿易查詢 ☒ Customer Self Administrator⁴ (at least 2 required) - please refer to Section D before - User Roles for details 客戶自助管理員⁴ (必須至少兩名) - 詳情請參照之前D部份 - 用戶權限

☐ DealOnline³ ☐ Loan Enquiry 貸款查詢

Special Features 特別功能

Choice of 2-Factor Authentication (2FA) Modes: 雙重認證模式選擇:

Note: If left blank, the default 2FA mode will be the IDEAL digital token.
備註: 如果您未勾選, 將預設 IDEAL 數碼編碼器為雙重認證模式。

☒ IDEAL Digital Token (Security Authentication via smartphone) IDEAL 數碼編碼器 (經由智能手機進行保安認證) ☐ IDEAL security device (physical token) (HK\$250 per token) IDEAL 實體保安編碼機 (*每部HK\$250)

Access to which account(s)? 選用那個戶口?

Note: If left blank, user will be given access to all accounts setup in IDEAL.
備註: 如果您未勾選, 將預設 IDEAL 上的所有戶口。

☒ All Accounts 所有戶口 OR 或

1.

2.

3.

4.

Note 備註:

- As part of our enhanced security process, we require you to provide us with a valid mobile number & email address. An invalid mobile number or email address may result in the inability to authenticate you and affect your login. 根據本行的保安政策, 客戶必須填寫有效的手機號碼及電郵地址。無效的手機號碼或電郵地址將無法認證閣下的賬戶並導致無法登入。
- Authoriser groups are not available for Loan Servicing. 授權組別不適用於貸款服務。
- DealOnline is only applicable for Single Management Control policy, refer to Section 6 DealOnline. 只適用單一管理監控, 請參照第6部份。
- For security reasons, at least 2 Customer Self Administrators must be appointed, and any action initiated by one Customer Self Administrator must be approved by at least one other Customer Self Administrator. Therefore, it is not applicable to single user profile. 基於保安理由, 必須委派至少兩名客戶自助管理員, 由一名客戶自助管理員建立的任何行動必須經由至少另一名客戶自助管理員的批准。因此, 不適用於只得一名用戶的IDEAL客戶。

For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email to businesscare-hk@db.com. 如有查詢, 請聯絡 DBS BusinessCare (852) 2290-8068 或電郵至 businesscare-hk@db.com。

DBS Bank (Hong Kong) Limited 星展銀行 (香港) 有限公司 Hong Kong/GTS/CIB/0067(04/20)

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DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK) 星展 IDEAL網上理財登記表格(呈交銀行)

4 AUTHORISATION POLICY 授權政策

Tick where applicable
如適用請在方格內加上剔號



From \$ (HKD) 由 \$ (HKD)	To \$ (HKD) 至 \$ (HKD)	Authorisation Requirement 授權組合	
Payment from HK\$0 to HK\$50,000 requires signatory from Any 1 Authoriser. 從HK\$0至HK\$50,000的付款須任何一位授權人授權	0	50,000	No. of Authoriser(s) required 授權人數
			<div><input checked="" type="checkbox"/> Any 1 Authoriser 任何一位授權人</div> <div><input type="checkbox"/> Any 2 Authorisers 任何兩位授權人</div> <div>OR 或</div>
Payment from HK\$50,000.01 to HK\$999,999,999,999 requires 2 signatory from Group A or 1 from Group B and 1 from Group C 由HK\$50,000.01至HK\$999,999,999,999的付款須由2位A組的授權人或1位B組的授權人搭配1位C組的授權人	50,000.01	999,999,999,999,999	No. of Authoriser(s) required 授權人數
			<div><input type="checkbox"/> Any 1 Authoriser 任何一位授權人</div> <div><input type="checkbox"/> Any 2 Authorisers 任何兩位授權人</div> <div>OR 或</div>
		Required Combination of Authorised Signatories 其他授權組合	
		2A OR 或 1B AND 和 1C	

Authorisation Currency 授權限額貨幣

HKD

Payment 付款	From 由	To 到	Authorisation Requirement 授權組合	
HKD	0		No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	
			No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	
			No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	

Payroll 發薪	From 由	To 到	Authorisation Requirement 授權組合	
HKD	0		No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	
			No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	
			No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
			<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 OR <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	

Note 備註:

1. Please ignore this section and jump to Section 9 if only 'Account Enquiry' and / or 'Trade Enquiry' are applied.
如只申請“戶口查詢”及/或“貿易查詢”，請跳到第9部份。

DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK) 星展 IDEAL 網上理財登記表格(呈交銀行)

4 AUTHORISATION POLICY 授權政策

Tick where applicable

如適用請在方格內加上剔號



Collection 收款	HKD	Authorisation Requirement 授權組合	
From 由	To 到	No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
0		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或

Trade Finance 貿易融資	HKD	Authorisation Requirement 授權組合	
From 由	To 到	No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
0		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或

Others 其他:	HKD	Authorisation Requirement 授權組合	
From 由	To 到	No. of Authoriser(s) required 授權人數	Required Combination of Authorised Signatories 其他授權組合
0		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或
		<input type="checkbox"/> Any 1 Authoriser 任何一位授權人 <input type="checkbox"/> Any 2 Authorisers 任何兩位授權人	<input type="checkbox"/> OR 或

Note 備註:

1. Please ignore this section and jump to Section 9 if only 'Account Enquiry' and / or 'Trade Enquiry' are applied.

如申請“戶口查詢”及/或“貿易查詢”，請跳到第9部份。

5 LOAN TRANSACTIONS AUTHORISATION POLICY 貸款交易授權政策

Tick where applicable
如適用請在方格內加上劃號



This authorisation policy is for Loans Only and would apply for the 5 main servicing transactions: Loan Drawdown, Interest Rate Fixing, Loan Rollovers, Loan Partial Prepayment and Loan Full Prepayment. Any disbursements / repayments will be made to or from your DBS loan servicing account and will be based on the number of authorisers you have selected below.
此授權政策只適用於貸款並只用於 5 類型服務交易: 提取貸款、利率調整、貸款展期、貸款提前部分還款和貸款提前全額還款。任何交易付款授權都將透過您的星展貸款服務帳戶進行,並將基於您在下面選擇的授權人數量授權。

☐ Any 1 Authoriser required to approve a request
必須經由任何一名貸款授權人批核請求

☐ Any 2 Authorisers required to approve a request
必須經由任何兩名貸款授權人批核請求

Scenario of Loan Servicing Maker creating a request (with 2 Authoriser approvals) 貸款服務經手人建立新請求時的情況(須經由兩名貸款授權人批核)



You may require approvals from up to 2 Authorisers for a request.
您最多可設定經由兩名授權人批核一個貸款請求。

The Bank is authorised to act on the authorisation 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,無需進行進一步檢查。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將繼續生效,並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。

DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK)

星展 IDEAL 網上理財登記表格(呈交銀行)

*Mandatory Fields 必須填寫

6 SINGLE MANAGEMENT CONTROL 單一管理監控

Tick where applicable 如適用請在方格內加上剔號



The Bank recommends dual management control for all transactions initiated via the system (except for transactions executed through DealOnline). This segregation of duties is to ensure no single person could initiate and approve transactions that would result in fraudulent actions. Unless otherwise specified, dual authority would be the default setting (except for single user).

星展銀行建議採納雙重管理監控透過系統進行各項交易(透過DealOnline進行的交易除外)。此舉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。除另有指明外，雙重控制將為預設模式(除非只有一名用戶)。

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 provided by the Bank. For all transactions initiated through IDEAL (other than DealOnline), 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(DealOnline 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 procedures; especially if such procedures require nested 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才會成事，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, compared to Dual Management 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險較高。

In respect of the DealOnline service, only Single Management Control will be available. If you have selected the DealOnline service in section 3 above, please read carefully the risk disclosure on Single Management Control mentioned above with respect to the risk of using the DealOnline service.

DealOnline服務將只提供單一管理監控。如果貴公司在本表格第3項選擇了DealOnline服務，請仔細閱讀以上有關單一管理監控之風險披露以了解使用DealOnline服務之風險。

Please tick the desired service control 請在所選服務控制*



Dual Management Control
Cash Management & Trade Finance
雙重管理監控
現金管理/貿易融資

☐ **Single Management Control**
Cash Management & Trade Finance
單一管理監控
現金管理/貿易融資

We do not authorize the Bank to proceed with Single Management Control in IDEAL except for the DealOnline service where Single Management Control applies.

除了DealOnline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 IS APPLICABLE IN RESPECT OF THE DEALONLINE SERVICE IF YOU HAVE SELECTED THE DEALONLINE SERVICE IN SECTION 3 ABOVE. 如貴公司在上述第3項選擇了DealOnline服務，單一管理監控適用。

We have read the Risk Disclosure Statement for the Application of Single Management Control in IDEAL (including the risk of using the DealOnline service). We hereby authorize the Bank to proceed with Single Management Control setup in IDEAL (including the DealOnline service). We fully understand and acknowledge the characteristics of Single Management Control and the risks associated with this authorization. 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 DealOnline 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 authorization. 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DealOnline服務的風險)，謹此授權星展銀行將本公司的 IDEAL 戶口(包括DealOnline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DealOnline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:

If no service control is specified, the Bank will default to Dual Management Control in IDEAL except for single user or the DealOnline service. The DealOnline service only supports Single Management Control. Please read the above risk disclosure on Single Management Control.

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DealOnline服務除外。DealOnline 服務 只支援單一管理監控，請參閱上述有關單一管理監控之風險披露。

7 OTHER INSTRUCTIONS (IF APPLICABLE) 更多指示 (如適用)

a. Principal / Associated Companies Linkage
主公司 / 聯繫公司 設定

For the company specified in Section 1 which has associated company(ies).
如本表格第1項內所登記的公司有聯繫公司。

ADD or LINK the following company(ies) to this company's IDEAL portfolio.
新增並連結以下聯繫公司至本公司的 IDEAL 服務。

Name of Associated Company(ies) and its DBS Branch Location (if overseas branch):
聯繫公司名稱及其所屬星展銀行分行地區(如海外分行):

1. SAMPLE SUBSIDIARY CO LTD

2.

3.

4.

5.

For the company specified in Section 1 which has a Principal Company.
如本表格第1項內所登記的公司有主公司。

ADD OR LINK this company to the following Principal Company's IDEAL portfolio.
新增並連結本公司至以下主公司的 IDEAL 服務。

Name of Principal Company 主公司名稱:

Principal Company will be entitled to perform accounts enquiry and accounts transaction services via IDEAL for the company specified in Section 1.
主公司可通過 IDEAL 代表本表格第1項內所登記的公司進行賬戶查詢及賬戶交易服務。

To complete this setup, the Principal Company has to complete a similar section "Principal / Associated Companies Linkage" in the IDEAL Registration Form (if new IDEAL customer), or in the IDEAL Maintenance Form (if existing IDEAL customer).
主公司需填妥 IDEAL 服務登記表格(如新 IDEAL 客戶)或 IDEAL 更改表格(如現有 IDEAL 客戶)內的 "主公司 / 聯繫公司 設定", 以完成此設定。

b. Special Instructions 特別指示

8 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銷推廣的確認

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，且毋須就此支付任何費用。

DBS IDEAL REGISTRATION FORM (FOR SUBMISSION TO BANK)

星展 IDEAL 網上理財登記表格(呈交銀行)

*Mandatory Fields 必須填寫

9

DECLARATION OF THE COMPANY 公司聲明

Tick where applicable 如適用請在方格內加上剔號



Please refer to the Signing Requirements at the bottom of the page before signing. 簽署前請參閱下面的簽署要求。

- I / We confirm that the information given in this form is correct and complete, and authorize 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。
- I / We authorize the Bank to accept instructions / orders from the above authorized 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。
- I / We have read and understood the applicable terms and conditions governing the Corporate Internet Banking Services ("CIB 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商業網上理財服務的相關條款及細則 ("商業網上理財條款及細則") (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。
- 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。
- I / We confirm that the Company ☐ is ☒ is not a licensed Money Service Operator (MSO).
本人 / 吾等確認本公司 ☐ 是 ☒ 不是一間金錢服務經營者。

Signed for and on behalf of the Company 代表公司簽署

1. Full Name in BLOCK LETTERS

全名 (以英文正楷填寫)

CHAN TAI MAN

Director / Partner / Sole Proprietor Signature
董事 / 合夥人 / 獨資經營者簽署

2. Full Name in BLOCK LETTERS

全名 (以英文正楷填寫)

Partner Signature
合夥人簽署

SIGN HERE

Date 日期: 04/04/2020

Date 日期:

3. Full Name in BLOCK LETTERS

全名 (以英文正楷填寫)

Partner Signature
合夥人簽署

4. Full Name in BLOCK LETTERS

全名 (以英文正楷填寫)

Partner Signature
合夥人簽署

Please refer to the "Signing Requirements" stated below.
請參考下列簽署要求。

Date 日期:

Date 日期:

Signing Requirements 簽署要求

1. Sole Proprietorship 獨資經營

To be signed by the Sole Proprietor 由獨資經營者簽署

2. Trust with a Sole Trustee 由單一信託人管理的信託

To be signed by the Sole Trustee (one signature) 由單一信託人簽署 (一個簽名)

3. Partnership 合夥人

To be signed by ALL Partners 由所有合夥人簽署

4. Limited Company 有限公司

To be signed by ANY ONE of the Directors 由任何一名董事簽署

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S.V.

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For enquiries, please contact DBS BusinessCare at (852) 2290-8068 or email to 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/0067(04/20)



10

CUSTOMER SELF ADMINISTRATION APPROVAL REQUEST ACKNOWLEDGEMENT

客戶自助管理授權請求確認

Tick where applicable 如適用請在方格內加上剔號



Please indicate the number of Customer Self Administrator(s) required to approve an action (including a set-up, administration and/or maintenance) initiated by a Customer Self Administrator. 請列明批核一名客戶自助管理員建立的行動 (包括設定、管理及/或更改) 所須的客戶自助管理員數量。

If no option is given below, the default number of Customer Self Administrator(s) will be 1. 若沒有提供選項，將預設客戶自助管理員數量為1。

- | | |
|--|--|
| <input checked="" type="checkbox"/> Any 1 Customer Self Administrator required to approve a request
必須經由任何一名客戶自助管理員批核請求 | <input type="checkbox"/> Any 2 Customer Self Administrators required to approve a request
必須經由任何兩名客戶自助管理員批核請求 |
| <input type="checkbox"/> Any 3 Customer Self Administrators required to approve a request
必須經由任何三名客戶自助管理員批核請求 | <input type="checkbox"/> Any 4 Customer Self Administrators required to approve a request
必須經由任何四名客戶自助管理員批核請求 |
| <input type="checkbox"/> Any 5 Customer Self Administrators required to approve a request
必須經由任何五名客戶自助管理員批核請求 | |

Scenario of Customer Self Administrator creating a request (with 3 Customer Self Administrator approvals)

客戶自助管理員建立新請求時的情況(須經由三名客戶自助管理員批核)



You may require approvals from up to 5 Customer Self Administrators for a request.
您最多可設定經由五名客戶自助管理員批核一個請求。

11

IDEAL BOARD RESOLUTION (FOR LIMITED COMPANY ONLY)
有關 IDEAL的董事會決議案 (僅供有限公司之用)

I HEREBY CERTIFY that a resolution was passed at a meeting of the Board of Directors (the "Board") of the Company on 04/04/2020 (Day / Month / Year)

本人茲確證申請公司在 (日 / 月 / 年) 舉行的董事會會議上通過以下決議案

1. NOTED THAT an IDEAL Registration Form is to be submitted by the Company to DBS Bank (Hong Kong) Limited (the "Bank") for the Bank to provide Corporate Internet Banking Services to the Company in accordance with applicable terms and conditions governing such services ("CIB Terms & Conditions") (found at <http://www.dbs.com.hk/sme/day-to-day/ways-to-bank/online-banking-ideal.page>). A draft of the IDEAL Registration Form is submitted to the Board for consideration and approval.

知悉公司將遞交 IDEAL 登記表格予星展銀行 (香港) 有限公司 (「星展銀行」), 以要求星展銀行按照其用以規管商業網上理財服務的相關條款及細則 (「商業網上理財條款及細則」) (列於<http://www.dbs.com.hk/sme-zh/day-to-day/ways-to-bank/online-banking-ideal.page>) , 向公司提供商業網上理財服務。IDEAL 登記表格的草擬本提交董事會考慮及批准。

2. RESOLVED THAT the content of and the particulars completed in the IDEAL Registration Form and submission by the Company of the IDEAL Registration Form subject to acceptance by the Bank are hereby approved and that the terms set out in CIB Terms & Conditions are hereby approved and adopted in all respects and that the Company hereby agrees to be bound by CIB Terms & Conditions now and from time to time in force.

議決批准 IDEAL 登記表格的內容及在登記表格上公司所提供的資料, 及批准公司遞交 IDEAL 登記表格 (有待星展銀行接納), 以及議決批准及同意公司接受商業網上理財條款及細則, 並議決公司同意受現行及不時生效的商業網上理財條款及細則所約束。

3. FURTHER RESOLVED THAT any one director of the Company be and is authorized to execute for and on behalf of the Company the following documents: 另行議決授權公司任何一位董事代表公司簽署下列文件:

i. the IDEAL Registration Form with such modifications and amendments as he / she may think fit; and 包含其認為適當的任何修改或修訂的 IDEAL 登記表格; 及

ii. any other documents, instruments, writings and assurances as may be necessary, expedient or desirable in connection with the registration of IDEAL services to be provided pursuant thereto; and 就獲得首次申請 IDEAL 服務而可能必要、應當或適宜簽署的任何其他文件、文據、契據及擔保; 及

iii. (Applicable if DealOnline is selected as a service subscribed by the Company under the IDEAL Registration Form) (以下適用於在 IDEAL 登記表格上選擇了 DealOnline 服務的公司)

(a) the DealOnline Maintenance Form with such modifications and amendments as he / she may think fit; and 包含其認為適當的任何修改或修訂的 DealOnline 服務更改表格; 及

(b) subject to paragraph 5 of these resolutions below, any other future documents, instruments, writings and assurances as may be necessary, expedient or desirable in connection with the maintenance of DealOnline services to be provided pursuant thereto. 在本決議案第5項前提下, 就獲得提供更改 DealOnline 服務而可能必要、應當或適宜簽署的日後任何其他文件、文據、契據及擔保。

4. FURTHER RESOLVED THAT (where the authorised signers are designated with different authorisation limit in the 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 Mandate of the Current / Savings / Multi-currency Savings Account) the authorized signer(s) of any of the Current / Savings / Multi-Currency Savings Account maintained by the company with the Bank is / are authorised to execute for and on behalf of the Company the following documents:

另行議決授權 (在往來/ 儲蓄 / 多種貨幣儲蓄戶口的授權書中, 當被授權簽署人被授予不同授權限額時) 公司於星展銀行開立的任何往來/ 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 (在往來/ 儲蓄 / 多種貨幣儲蓄戶口的授權書中, 被授權簽署人並沒有被授予任何授權限額時) 公司於星展銀行開立的任何往來/ 儲蓄 / 多種貨幣儲蓄戶口的被授權簽署人代表公司簽署下列文件:

i. the IDEAL Maintenance Form and any other maintenance form (including in relation to Customer Self Administration Service) with such modifications and amendments as he / she / they may think fit (except for any modifications and amendments with respect to the DealOnline service); and IDEAL 服務更改表格及任何其他更改表格 (包括與客戶自助管理服務有關的) 以及包含其認為適當的任何修改或修訂 (修改或修訂 DealOnline 服務除外); 及

ii. any other future documents, instruments, writings and assurances as may be necessary, expedient or desirable in connection with the maintenance of IDEAL services (except for the maintenance of the DealOnline service) to be provided pursuant thereto. 就獲得提供更改 IDEAL 服務 (DealOnline 服務除外) 而可能必要、應當或適宜簽署的日後任何其他文件、文據、契據及擔保。

11 IDEAL BOARD RESOLUTION (FOR LIMITED COMPANY ONLY)
有關 IDEAL 的董事會決議案 (僅供有限公司之用)

5. (Applicable if DealOnline is selected as a service subscribed by the Company under the IDEAL Registration Form)

FURTHER RESOLVED THAT in respect of the DealOnline automated trading services, the relevant user(s) named in the IDEAL Registration Form (or the DealOnline Maintenance Form, if applicable) for DealOnline shall be authorised singly to do or cause or authorize to be done any act or thing (including sending instructions and entering into agreement and transactions) contemplated by DealOnline and for the avoidance of doubt, authorisation by the Company in relation to the execution of any master agreement, trade confirmations or any other documents and the provision of oral instructions or other electronic instructions other than via the DealOnline service, in each case in respect of any foreign exchange and derivative transactions, will be subject to separate board corporate resolutions provided by the Company to the Bank from time to time.

(以下適用於在 IDEAL 登記表格上選擇了 DealOnline 服務的公司)

另行議決就 DealOnline 自動化交易服務，於 IDEAL 登記表格(或 DealOnline 服務更改表格(如適用))上授權之相關用戶獲授權單獨執行，或致使或被授權單獨執行任何相關 DealOnline 之行為或事情(包括發送指令，訂立協議及進行交易)。為免生疑問，在 DealOnline 服務以外執行之任何外匯及衍生產品交易之任何主協議，交易確認書或任何其他文件，以及授權提供口頭或其他電子指令將依據本公司不時另行提供予銀行的董事會決議書。

6. (Applicable if IDEAL Customer Self Administration is selected as a service subscribed by the Company under the IDEAL Registration Form)

(以下適用於在 IDEAL 登記表格上選擇了 IDEAL 客戶自助管理服務的公司)

The Board hereby acknowledge that such Customer Self Administrators will have authority and responsibility to set-up, administer, operate and maintain the Company's use of and access to the Corporate Internet Banking Services. This includes the right and authority to (a) add, suspend or remove 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商業網上理財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。

FURTHER RESOLVED THAT any one director of the Company be and is authorized to:

另行議決授權公司任何一位董事代表公司被授權：

i) appoint and/or remove a Customer Self Administrator and any person acting for and on behalf of the Company under the Corporate Internet Banking Services; 就商業網上理財服務委派及/或移除客戶自助管理員及代表本公司行事的任何人;

ii) further delegate the right and authority to a Customer Self Administrator as contemplated under the IDEAL Registration Form and CIB Terms & Conditions including the right and authority to add, suspend or remove users and any other right, feature or functionality the Bank may make 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 IDEAL 登記表格及商業網上理財條款及細則的規定，進一步將權力及權限委派給客戶自助管理員，包括新增、暫停或移除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。

7. Details of this resolution be communicated to the Bank and remain in force until an amended resolution shall have been passed by the Board and a certified copy thereof shall have been received by the Bank.

知會星展銀行本決議案的詳情，而本決議案將會一直有效，直至董事會通過修訂決議案及星展銀行接獲有關的核證副本為止。

I further certify that details of the above resolution has been entered into the Minute Book of the Company and signed therein by the chairman of the meeting and are in accordance with the Company's Memorandum and Articles of Association or equivalent constitutional documents.

本人亦確認，上述決議案的詳情已載入公司的會議紀錄，並經大會主席簽署，而有關的會議紀錄符合公司的組織章程大綱及細則或同等的規章文件。

Full Name in BLOCK LETTERS
全名 (以英文正楷填寫)

CHAN SIU MAN

Signature (Chairman of the Meeting)
簽署 (大會主席)

SIGN HERE

SIGN HERE 在此簽署

Date 日期: 04/04/2020

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S.V.

12

**MANDATE FOR IDEAL CUSTOMER SELF ADMINISTRATION SERVICE (FOR SOLE PROPRIETORSHIP/
PARTNERSHIP) IDEAL 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「授權書」))。

- I/We propose to apply for the IDEAL Customer Self Administration Service. I/We reviewed the IDEAL Registration Form and the applicable terms and conditions governing the Corporate Internet Banking Services ("CIB Terms & Conditions"), attached to this Mandate to be entered into between the Company and the Bank. 本人/吾等建議申請 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 登記表格及商業網上理財服務條款與細則(下稱「電子銀行條款」)。
- I/We hereby acknowledge that such Customer Self Administrators will have authority and responsibility to set-up, administer, operate and maintain the Company's use of and access to the Corporate Internet Banking Services. This includes the right and authority to (a) add, suspend or remove 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商業網上理財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：

- the IDEAL Registration Form and the CIB Terms & Conditions be and is hereby approved and the appointment and/or removal of a Customer Self Administrator as set out in the IDEAL Registration Form be and is hereby approved;

IDEAL 登記表格及商業網上理財條款及細則現獲授權及於 IDEAL 登記表格中所載之客戶自助管理員的任命及/或移除現獲授權；

- I/We am/are authorized to:- 本人/吾等被授權:-

- appoint and/or remove a Customer Self Administrator and any person acting for and on behalf of the Company under the Corporate Internet Banking Services ;
就商業網上理財服務委派及/或移除客戶自助管理員及代表本公司行事的任何人；
- further delegate the right and authority to a Customer Self Administrator as contemplated under the IDEAL Registration Form and CIB Terms & Conditions, including the right and authority to add, suspend or remove users and any other right, feature or functionality the Bank may make 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 IDEAL 登記表格及商業網上理財條款及細則的規定，進一步將權力及權限委派給客戶自助管理員，包括新增、暫停或移除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；

- I/We hereby confirm that I/We am/are authorized to execute for and on behalf of the Company the following documents: 本人/吾等特此確認本人/吾等代表公司簽署下列文件：

- the IDEAL Registration Form with such modifications and amendments as I/We may think fit; and
包含其認為適當的任何修改或修訂的 IDEAL 登記表格；及
- any other documents, instruments, writings and assurances as may be necessary, expedient or desirable in connection with the registration of IDEAL services to be provided pursuant thereto.

就獲提供首次申請 IDEAL 服務而可能必要、應當或適宜簽署的任何其他文件、文據、契據及擔保。

- I/We hereby confirm that (where the authorised signers are designated with different authorisation limit in the 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 Mandate of the Current / Savings / Multi-currency Savings Account) the authorized signer(s) of any of the Current / Savings / Multi-Currency Savings Account maintained by the company with the Bank is / are authorised to execute for and on behalf of the Company the following documents:

本人/吾等特此確認授權(在往來/儲蓄/多種貨幣儲蓄戶口的授權書中，當被授權簽署人被授予不同授權限額時)公司於星展銀行開立的任何往來/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(在往來/儲蓄/多種貨幣儲蓄戶口的授權書中，被授權簽署人並沒有被授予任何授權限額時)公司於星展銀行開立的任何往來/儲蓄/多種貨幣儲蓄戶口的被授權簽署人代表公司簽署下列文件：

- the IDEAL Maintenance Form and any other maintenance form (including in relation to Customer Self Administration Service) with such modifications and amendments as he / she / they may think fit (except for any modifications and amendments with respect to the DealOnline service); and
IDEAL 服務更改表格及任何其他更改表格(包括與客戶自助管理服務有關的)以及包含其認為適當的任何修改或修訂(修改或修訂 DealOnline 服務除外)；及
- any other future documents, instruments, writings and assurances as may be necessary, expedient or desirable in connection with the maintenance of IDEAL services (except for the maintenance of the DealOnline service) to be provided pursuant thereto.

就獲提供更改 IDEAL 服務(DealOnline 服務除外)而可能必要、應當或適宜簽署的日後任何其他文件、文據、契據及擔保。

- Further confirmed that this Mandate be communicated to the Bank and remain in force until an amendment to this Mandate, which is duly signed by [me/ all the partners of the Company], has been received by the Bank and the Bank has had the reasonable opportunity to act upon 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已收到獲[本人/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。

04/04/2020 (Date 日期)

Signed by sole proprietor [OR] all partners of the Company 由獨資經營者簽署或由公司所有合夥人簽署

SIGN HERE

Name in Full 全名：

Name in Full 全名：

Name in Full 全名：

Name in Full 全名：

S.V.