

## CHANGE OF LOAN TERM REQUEST FORM 更改按揭貸款還款安排申請表

致：星展銀行（香港）有限公司（「銀行」）  
To: DBS Bank (Hong Kong) Limited (the "Bank")

日期  
Date: \_\_\_\_\_

按揭貸款戶口號碼 Loan Account Number : \_\_\_\_\_  
借款人姓名 Name(s) of the Borrower(s) : \_\_\_\_\_ 電話號碼 Telephone No.: \_\_\_\_\_  
按揭物業地址 Mortgaged Property Address: \_\_\_\_\_  
（「物業」）(the "Property")

本人／吾等欲更改有關上列按揭貸款（「按揭貸款」）之還款安排（請在適當方格內加上✓號）

I/We refer to the instalment loan of the above Loan Account Number (the "Loan") and request the following: - (Please tick ✓ the appropriate box)

- 提前全部還款：本人／吾等將於\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日\*經律師樓／\*由下列戶口支付按揭貸款全部餘額，並要求銀行與\_\_\_\_\_律師樓辦理有關贖回物業按揭契約之手續。本人／吾等同意，本人／吾等必須於提前全部還款日期不少於一個月前向銀行提交本申請表，如提前還款日期並非供款日，利息將計算至隨後下一個供款日。

I/We will make **Full Prepayment** of the Loan on \_\_\_\_\_ \*through a solicitors firm/\*by debiting the account with the account number stated below; and request your Bank to release the Property mortgage through \_\_\_\_\_. I/We agree I/we must submit this Form to the Bank **not less than 1 month before the Full Prepayment date and interest will be charged up to the next instalment due date if the loan is not repaid on an instalment due date.**

- 提前部分還款：本人／吾等將於\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日由下述戶口支付港幣\_\_\_\_\_元以提前償還部分按揭貸款。本人／吾等同意，本人／吾等必須於提前部分還款日期不少於十四個工作天前向銀行提交本申請表，而提前部分還款日期必須為供款日。

I/We make **Partial Prepayment** of HKD \_\_\_\_\_ to the Loan on \_\_\_\_\_ by debiting the account with the account number stated below. I/We agree that I/We must submit this Form to the Bank **not less than 14 working days before the Partial Prepayment date and the Partial Prepayment date must be an instalment due date.**

此外，部分還款後之按揭貸款餘額將按以下方式償還：

Furthermore, the remaining balance of the Loan will be repaid as follows:

- 供款年期不變並相應降低每期供款額 The Loan tenor remains unchanged and the instalment amount is reduced accordingly.
- 每期供款額不變並相應縮短供款年期 The instalment amount remains unchanged and the Loan tenor is shortened accordingly.
- 更改餘下供款期數為\_\_\_\_\_月／期並相應更改每期供款額  
The remaining Loan tenor is changed to \_\_\_\_\_ months/instalments with the instalment amount adjusted accordingly.

- 更改還款安排／供款方式 Change of Loan term(s)/repayment option:

本人／吾等現申請：

I/We request to: -

- \*更改／固定餘下供款期數為\_\_\_\_\_月／期並相應更改每期供款額，由\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日的供款日起生效。  
(原因：\_\_\_\_\_)  
\*Change the remaining Loan tenor to/\*Fix the remaining Loan tenor at \_\_\_\_\_ months/instalments with the instalment amount adjusted accordingly, effective from the instalment due on \_\_\_\_\_.  
(Reason: \_\_\_\_\_)
- 更改供款日為每月\_\_\_\_\_日並由\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日之供款日起生效。  
Change the Instalment Due Date to \_\_\_\_\_ of each month, effective from the instalment due on \_\_\_\_\_.
- 更改供款方法為兩星期供款，餘下供款期數定為\_\_\_\_\_月／期，由\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日的供款日起生效。  
Change the repayment method to bi-weekly instalment payment with the remaining Loan tenor of \_\_\_\_\_ months/instalments, effective from the instalment due on \_\_\_\_\_.

\* 請刪除不適用者 Please delete the inappropriate

Initial: \_\_\_\_\_

## CHANGE OF LOAN TERM REQUEST FORM 更改按揭貸款還款安排申請表

### 聲明及簽署Declaration and Signature(s)

1. 本人／吾等明白及同意：

- 1) 本人／吾等在本申請表作出的申請概以銀行的批核為準；銀行有絕對酌情權決定是否批准有關申請，以及在批准申請的情況下附加任何條件（包括但不限於更改供款額及餘下供款年期）；
- 2) 本人／吾等須向銀行提供其為處理本人／吾等在本申請表作出的申請而不時或在任何時候要求的資料、文件及／或材料（包括但不限於載有本人／吾等姓名、戶口號碼及薪金的最近3個月銀行結單／存摺副本）；及

2. 本人／吾等現授權銀行：

- 1) 從下述戶口中扣除提前全部／部分還款的金額，以及本人／吾等在本申請表作出的申請所產生或涉及的所有費用及收費；及
- 2) 就按揭貸款戶口作出一切必要的安排。

1. I/We understand and agree that:-

- 1) my/our request(s) in this Form is/are all subject to the Bank's approval; and that the Bank has the sole and absolute discretion in deciding whether or not to approve my request(s) and on what condition the approval is to be given, if so (including but not limited to change to the mortgage instalment and the remaining Loan tenor);
- 2) I/we shall provide to the Bank such information, documents and/or materials as the Bank may from time to time or at any time request for processing my/our requests in this Form (including but not limited to copy of the latest 3 month's bank statement/ passbook showing my/our name, account number and salary entries); and

2. I/we hereby authorize the Bank to:-

- 1) debit the account with the account number shown below to settle the full/partial prepayment, as well as all the fees and charges arising out of or in connection with my/our request(s) in this Form; and
- 2) make all necessary arrangement(s) for the mortgage Loan account.

S.V

借款人簽署

Signature of ALL the Borrower(s)

(注意：所有借款人必須簽署，請用留存本行之印鑑簽署。)

(All signature(s) must agree with the specimen signatures filed with the Bank)

S.V

戶口持有人簽署Signature of A/C Holder(s)

戶口號碼Account No. \_\_\_\_\_

Signature of ALL the Borrower(s)

(注意：請用留存本行之印鑑簽署)

(All signature(s) must agree with the specimen signatures filed with the Bank)

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Requesting Branch:	Loan Services Team, T & O, Credit Operations
Account Officer/Manager _____	Date Received _____
Date _____	Maker _____
	Checker _____

Arrangement fee collected by:  Branch  T & O Date: \_\_\_\_\_