

轉賬登記/設立執行支付指示表格 (只適用於人民幣或非花旗網上理財/Citi Mobile® App用戶)

致：分行

日期

PRE-REGISTERED FUNDS TRANSFER/NEW STANDING INSTRUCTION FORM

To: Branch: _____

Date: _____

(Applicable for RMB registration or non-Citibank Online/Citi Mobile® App user)

本人/吾等在此授權花旗銀行(香港)有限公司執行由本人/吾等之戶口至下列收款人戶口之轉賬。本人/吾等明白本人/吾等每日可以進行轉賬之金額上限將受每日轉賬限額所限制，銀行保留不時對該等上限作出調整之權利。銀行收款人如在過去12個月尚未有任何交易紀錄將會被暫停。如須轉賬至該等已失效之戶口，請重新登記。

I/We hereby authorize Citibank (Hong Kong) Limited to execute funds to the following beneficiaries. I/We understand that the maximum transfer amount per day cannot exceed the daily transfer limit. The bank reserves the rights of adjusting the limit from time to time. Bank payee accounts will be automatically suspended if there has been no activity for past 12 months. Please re-register as needed.

轉賬細節：(請以英文填寫) Funds Transfer Details: (please complete in English)

<input type="checkbox"/> 新增 Add			
收款人類別: Payee Type:	<input type="checkbox"/> 本地花旗銀行戶口 Local Citibank Accounts <input type="checkbox"/> 本地非花旗銀行戶口 Local Non-Citibank Accounts <input type="checkbox"/> 其他海外銀行戶口 Other Overseas Bank Account		
指示類別: Type of Instruction:	<input type="checkbox"/> 收款人登記 Payee Registration <input type="checkbox"/> 執行支付指示 Standing Instruction		
收款人: Beneficiary Name:			收款貨幣: Currency:
收款人戶口號碼: Beneficiary Account No.:	銀行號碼 Bank Code	分行號碼 Branch Code	戶口號碼 Account No
收款人地址: Beneficiary Address:			
收款銀行名稱: Receiving Bank Name:			
收款銀行地址: Receiving Bank Address:			
To facilitate Money Transfers to your Beneficiary's account in a more efficient way please provide more information of the Receiving Bank: 為了更快地將款項匯到收款人的戶口，請提供以下收款銀行的資料:			
美元匯款 : For USD : Fedwire No. _____	UID No. _____	CHIPS No. _____	
英鎊匯款 : For GBP : Sorting Code _____	澳元/紐幣匯款 For AUD/NZD: BSB No. _____	加幣匯款: For CAD Transit No. _____	
人民幣匯款 : For RMB : CNAPS No. _____	其他國家匯款: For other country SWIFT Code: _____ (8 or 11 Characters)		
聯絡銀行名稱: Correspondent Bank Name:			
聯絡銀行地址: Correspondent Bank Address:			
聯絡銀行戶口: Correspondent Bank Account Number:			
付款信息: Payment Message:			

只適用於執行支付指示 Applicable to Standing Instruction only

第一次支款日期(月/日/年): First Payment Date (MM/DD/YYYY):					
支款週期: Frequency of Payment:	<input type="checkbox"/> 每星期 Weekly	<input type="checkbox"/> 每月 Monthly	<input type="checkbox"/> 每三個月 Quarterly	<input type="checkbox"/> 每半年 Semi-Annually	<input type="checkbox"/> 每年 Annually
貨幣類別及金額: Currency and Amount:					
最後一次支款日期: Final Payment Date:	<input type="checkbox"/> 直至: Until Date	(月/日/年) (MM/DD/YY)	<input type="checkbox"/> 直至另行通知 Until further notice		

Note 備註:

- 如支款日期適逢銀行假期/非結算日，該執行支付指示則於下一個結算日進行。如支款日期為星期六，並同時為該月份之最後一天，該執行支付指示將會提前一個結算日進行。
If the Payment Date falls on a day which is a public holiday/non-clearing day, the standing instruction will be processed on the clearing day following the public holiday/non-clearing day. If the Payment Date falls on a Saturday and a month end, the standing instruction will be processed on the preceding clearing day.
- 本人/吾等明白上述安排的收費(請參照花旗銀行收費簡介)，將會從本人/吾等戶口中扣取。I/We understand that a charge will be debited from my/our account for each of the above arrangements in accordance with the schedule of Citibank Service Fees.
- 本人/吾等明白本人/吾等須在指定的支款日期前一個結算日存有足夠款項，若執行支付指示付款因存款不足而退回，銀行有權收取費用。
I/We understand that I/we must maintain sufficient funds in the account at least one business day before the clearing day and that a charge may be levied, at the Bank's discretion, on each standing instruction payment returned due to insufficient funds.
- 本人/吾等明白當銀行執行支付指示時，若遇到任何非銀行所能控制的原因而直接或間接引致延遲或無法執行該指示，銀行無須負責；凡因或有關執行或不執行本人/吾等指示而引致的任何直接或間接損失，銀行亦無須對本人/吾等負責。
I/We understand that the Bank will not be liable for any delay or failure to carry out the standing instructions where such delay or failure is attributable (whether directly or indirectly) to any cause beyond the Bank's control and under no circumstances shall the Bank be responsible to me/us for any consequential or indirect losses arising out of or in connection with the carrying out or otherwise of my/our instructions.

本人/吾等明白登記程序需時3個工作天，並同意其後給予上述收款人之匯款將受列於背頁的條款所規限。

I/We understand that the registration process takes 3 business days and agree that the subsequent transfers to the above beneficiary(ies) are made subject to the conditions printed on the reverse side herein.

戶名(英文) Account Title:	戶口號碼 Account Number:	簽署 Signature(s)	Signature Verified	For Bank Use Only	
				<input type="checkbox"/> In Person, ID verified	Processed by
				1 st verifier	2 nd verifier
				Authorized by	
<input type="checkbox"/> Mail in <input type="checkbox"/> Online upload <input type="checkbox"/> Messenger					

請將已填妥的表格 (1) 上載至 Citi Mobile® App > 登入 > 我的檔案 > 上載文件 > 銀行服務 > (a)轉賬登記(人民幣)/(b)設立執行支付指示; 或 (2) 寄回香港觀塘郵政信箱62171號花旗銀行(香港)有限公司。
Please return your completed form either (1) by uploading via Citi Mobile® App > Login > Profile & Settings > Document Upload > (a)Banking - Pre-registered Fund Transfer (for RMB)/(b)Banking - New Standing Instruction; or (2) by mail to Citibank (Hong Kong) Limited, PO Box 62171, Kwun Tong Post Office, Hong Kong.

