



## 商业银行客户银行业务授权书 COMMERCIAL BANKING MANDATE FOR BANKING BUSINESS

致: 恒生银行(中国)有限公司  
To: Hang Seng Bank (China) Limited

分行 Branch

(银行专用 For Bank Use)

客户号 Customer Number

<input type="text"/>											
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### 注意 Notes:

- 就境内实体而言, 本授权书中“法定代表人”指公司/单位(包括有限责任公司、股份有限公司和其他企业法人等营利法人, 也包括事业单位、社会团体、基金会、社会服务机构等非营利法人, 以及机关法人、农村集体经济组织法人、城镇农村的合作经济组织法人、基层群众性自治组织法人等特别法人)营业执照/其他存续证明文件上注明的法定代表人; “负责人”指非法人组织(如个人独资企业、合伙企业等)营业执照/其他存续证明文件/上级主管部门批复上注明的负责人或有权代表该组织的人员。  
In terms of onshore entities, “Legal Representative” means the legal representative of the Company/Entity (including a for-profit legal person such as limited liability company, joint stock limited company and other enterprise legal person, and a non-profit legal person such as public institution, social group, foundation and social service organization, and a special legal person such as state organ legal person, rural collective economic organization legal person, urban and rural cooperative economic organization legal person and basic self-governing mass organization legal person) as indicated on the business license/other existing certificate(s); “Principal” means the principal of the unincorporated organization (e.g. sole-proprietorship, partnership and etc.) as indicated on the business license/existing certificate(s) /approval of superior administrative department or the person who is authorized to represent such organization.
- 法人组织(包括法人组织的分支机构)的本授权书应由其章程或章程性文件中规定的构成有权机构有效人数的董事/股东/管理机构成员或由其法定代表人签署; 非法人组织(包括非法人组织的分支机构)的本授权书应由其章程或章程性文件中规定的构成有权机构有效人数的管理机构成员或其负责人签署(如个人独资企业应由个人独资企业投资人签署, 合伙企业应由其合伙协议中规定的有权合伙人签署等)。  
This Mandate should be signed by each of the directors / shareholders / members of the governing body who constitute a quorum for the meeting in accordance with the articles of association or the constitutional documents of the customer or its Legal Representative if the customer is a legal person or its branch; this Mandate should be signed by each member of the governing body who constitute a quorum for the meeting in accordance with the articles of association or the constitutional documents of the customer or the Principal (e.g. the investor if the customer is a sole-proprietorship; the partner(s) authorized by the partnership agreement if the customer is a partnership) if the customer is an unincorporated origination or its branch.
- 请用正楷填写。  
Please complete in Block Letters.

### 客户名称 Name of Customer

本公司/单位于\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日正式作出决议/决定如下:  
The following resolutions/decisions were duly made by the Company/Entity on \_\_\_\_\_:

### 甲部 Part A

- 同意在恒生银行(中国)有限公司及/或其任何分支机构(“贵行”)开立及/或继续运作任何账户。本公司/单位的法定代表人/负责人以及本公司/单位授权的以下签署人有权根据下述签署安排就任何账户的运作和/或交易(包括但不限于就账户进行任何形式的付款, 收款, 存款和/或大额存款的认购、提前支取、转让和/或受让, 签发或兑付任何票据或者其他付款或托收指令, 货币兑换, 查询或者申请贵行向任何第三方披露相关账户信息)代表本公司/单位签署相关的协议、指令和文件。  
That the Company/Entity open and/or continue to maintain any account with the Hang Seng Bank (China) Limited and/or any of its branch/sub-branch (the “Bank”) and that the Legal Representative/ Person-in-Charge and Authorized Signatories listed below be entitled to enter into, sign and execute on behalf of the Company/Entity any agreements, instructions or documents in respect of the operation and/or transaction related to any and all accounts with the Bank (including but not limited to making or receiving any form of payment and placing, early withdrawal, transferring and/or assigning deposit and/or large-denomination certificate of deposit in respect of the account(s) so opened, issuing or honoring any instruments or other payment or collection instructions, making currency exchanges, making inquiry about relevant account information or requesting the Bank to disclose relevant account information to any third party in respect of the operation of the account(s)).

骑缝章

新建 Set up     更新 Update

公章式样 Specimen of company chop:	原公章式样 Specimen of previous company chop: 更改原因 Reason of change: <input type="checkbox"/> 遗失 Lost <input type="checkbox"/> 损毁 Damaged <input type="checkbox"/> 更名 Change Name <input type="checkbox"/> 其它 Others _____
财务专用章式样 Specimen of finance chop:	原财务专用章式样 Specimen of previous finance chop: 更改原因 Reason of change: <input type="checkbox"/> 遗失 Lost <input type="checkbox"/> 损毁 Damaged <input type="checkbox"/> 更名 Change Name <input type="checkbox"/> 其它 Others _____
支票专用章式样 Specimen of cheque chop:	原支票专用章式样 Specimen of previous cheque chop: 更改原因 Reason of change: <input type="checkbox"/> 遗失 Lost <input type="checkbox"/> 损毁 Damaged <input type="checkbox"/> 更名 Change Name <input type="checkbox"/> 其它 Others _____

骑缝章

由于 \_\_\_\_\_ 原因, 我司无法提供 ( 公章  财务章) 的变更核准/备案证明原件供银行核对。我司特此向贵行承诺该等印章变更情况属实, 且我司已经根据政府部门的要求履行了必要的手续, 否则由此造成的所有风险和后果, 均由我司自行承担。  
Due to the above reason, we are unable to provide the original change approval or record certificate for bank verification and hereby promise that the change of such seal is true. And we have completed the necessary procedures according to the requirements of the government authorities. We will undertake the consequence caused by this maintenance request.

#### 授权签署人信息及预留签章 Information and Specimen of Authorized Signatory

新建 Set up     新增人员 Add Person     更新现有人员签章样本 Update Specimen of Existing Person  
 全部替换 (即删除所有现有人员, 无需填写删除项) Substitute (deleting all existing person(s) and no need to fill in Deletion part)

姓名 Name	签 章 式 样 Specimen of personal chop/ signature	姓名 Name	签 章 式 样 Specimen of personal chop/ signature
职务 Job Title		职务 Job Title	

姓名 Name	签章式样 Specimen of personal chop/ signature	姓名 Name	签章式样 Specimen of personal chop/ signature
职务 Job Title		职务 Job Title	
姓名 Name	签章式样 Specimen of personal chop/ signature	姓名 Name	签章式样 Specimen of personal chop/ signature
职务 Job Title		职务 Job Title	
姓名 Name	签章式样 Specimen of personal chop/ signature	姓名 Name	签章式样 Specimen of personal chop/ signature
职务 Job Title		职务 Job Title	

请填写需要删除的授权签署人姓名 Please provide authorised signatory's name for deletion

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签署安排（如涉及授权签署人信息及预留签章更新，则此栏位为必填项。另若有指定的账户需求也请在此一并提供）  
Signing Arrangement of Executing Documents (provide your requirement for particular account detail if any)

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2. 法人/负责人信息及预留签章  
Information and Specimen of Legal Representative/ Person-in-Charge

姓名 Name	签章样式 Specimen	签字 Signature (必填)	私章 Chop
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骑缝章

3. 同意通过传真、电子邮件或贵行不时认可的通讯方式向贵行发送指令，并已知悉和理解以该等方式发送指令可能涉及之风险。本公司/单位同意并接受贵行规定适用于该等指令方式的条款与条件（包括但不限于免责函），授权甲部第1项所列的授权签署人（包括本公司/单位之后指定的新的授权签署人）按照上述签署安排代表本公司申请、指定、变更或取消具体的指令方式，并签署相关的条款与条件。  
That the Company/Entity be approved to give instructions to the Bank in the form of facsimile, e-mail other communication methods accepted by the Bank from time to time with the acknowledgment and understanding of risks associated with such form of instructions. The Company/Entity agree and accept the terms and conditions (including letter of indemnity) provided by the Bank as applicable to the related form of instructions, and empower the Authorised Signatory(ies) listed in the Item 1 of Part A hereof (including the new Authorised Signatory(ies) may be empowered by the Company/Entity henceforth) to complete the application, designation, modification or cancelation of any particular form of instruction, and sign on behalf of the Company/Entity the related terms and conditions pursuant to the aforementioned signing arrangement.

## 乙部 Part B

确认本公司/单位的法定代表人/负责人/授权代表有权代表本公司/单位签署与任何账户的开立或关闭相关的所有文件，并有权作出以下同意和授权，以及对下列授权作出任何变更。

It's confirmed that the Legal Representative/Principal/Investor (as the case may be) of the Company/Entity has the power and authority to execute all the documents related to any account opening or closure, agree and authorise as following, and may change any of the authorization below.

### 1. 大额资金划转联系人 (至少二人)

Contacts for Large Amount Transfer (at least 2 persons)

联系人 1 / Contact 1	
<input type="checkbox"/> 法定代表人/负责人 Legal representative/ Person-in-Charge	
<input type="checkbox"/> 其他(如下) Others, as below	
姓名 Name	
担任职务 Job Title	
身份证件类型及号码 ID Type and No.	
电话号码 Telephone No.	
联系人 3 / Contact 3	
姓名 Name	
担任职务 Job Title	
身份证件类型及号码 ID Type and No.	
电话号码 Telephone No.	

联系人 2 / Contact 2	
<input type="checkbox"/> 财务负责人 Financial Controller	
<input type="checkbox"/> 其他(如下) Others, as below	
姓名 Name	
担任职务 Job Title	
身份证件类型及号码 ID Type and No.	
电话号码 Telephone No.	
联系人 4 / Contact 4	
姓名 Name	
担任职务 Job Title	
身份证件类型及号码 ID Type and No.	
电话号码 Telephone No.	

### 2. 授权以下人士 任意 1 人 共同 代表本公司/单位向贵行递交相关开户/关户文件并到贵行现场办理开户/关户手续。

Below person(s) (anyone or both) is(are) authorised to submit any/all account opening/closing documents and handle related account opening/closing formalities with the Bank in person on behalf of the Company/Entity.

	开户/关户有权人 1 Authorised Person for Account Opening/Closing 1	开户/关户有权人 2 (选填) Authorised Person for Account Opening/Closing 2 (optional)
姓名 Name		
担任职务 Job Title		
身份证件类型及号码 ID Type and No.		

开户/关户联系人 Contacts for Account Opening/Closing (请在适用的“”中打“”Please tick “” in the “” where applicable)

- 法定代表人/负责人及财务负责人 Legal representative/ Person-in-Charge and Financial Controller
- 下列指定的开户/关户联系人 Designated Contacts for Account Opening/Closing as below

	联系人 1 Contact 1	联系人 2 Contact 2
姓名 Name		
担任职务 Job Title		
身份证件类型及号码 ID Type and No.		
电话号码 Telephone No.		

### 3. 授权以下人士 任意 1 人 共同 代表本公司/单位向贵行递交相关变更账户信息的文件并到贵行现场办理变更手续。

Below person(s) (anyone or both) is(are) authorised to submit any/all related account information changing documents and handle related account changing formalities with the Bank in person on behalf of the Company/Entity.

	变更账户信息有权人 1 Authorised Person for Account Information Changing 1	变更账户信息有权人 2 (选填) Authorised Person for Information Changing 2 (optional)
姓名 Name		
担任职务 Job Title		
身份证件类型及号码 ID Type and No.		

账户信息变更联系人 Contacts for Account Information Changing (请在适用的“”中打“”Please tick “” in the “” where applicable)

- 法定代表人/负责人及财务负责人 Legal representative/ Person-in-Charge and Financial Controller
- 开户/关户联系人 Contacts for Account Opening/Closing
- 下列指定的账户信息变更联系人 Designated Contacts for Account Information Changing as below

	联系人 1 Contact 1	联系人 2 Contact 2
姓名 Name		
担任职务 Job Title		
身份证件类型及号码 ID Type and No.		
电话号码 Telephone No.		

### 丙部 Part C

同意本公司/单位与贵行开展以下勾选的业务并作出相应的授权：

That the Company/Entity agrees to carry out following selected business(es) with the Bank and make the corresponding authorisations as below:

**恒生电子银行服务 Hang Seng E-Banking Services**

- 同意使用贵行通过电子渠道（包括但不限于恒生 HSBCnet、恒生银企直联以及任何其他恒生银行或汇丰集团的电子渠道）提供的所有电子银行服务（统称“恒生电子银行服务”）以及任何相关配套服务，接受相关的服务协议以及附属文件，并同意在该等文件上加盖本公司/单位公章；  
The Company/Entity be approved to use all the e-banking services and related complementary services provided by the Bank through any electronic channel (including but without limitation to Hang Seng HSBCnet, Host to Host, and any other electronic channel of Hang Seng Bank or HSBC Group) (collectively referred to as "**Hang Seng E-Banking Services**"), accept the related service agreements and auxiliary documents, and agree to affix the company chop of the Company/Entity to such document;
- 授权并确认“甲部第 1 项所列最高权限的授权签署人”有权代表本公司/单位签署与恒生电子银行服务有关的协议(包括该等协议不时的修改或补充)和附属文件，并有权向贵行或汇丰集团任何成员作出与恒生电子银行服务所有事项有关的指令，包括但不限于在一个或多个国家订购或撤销任何恒生电子银行服务，以及就恒生电子银行服务增加、修改或删除任何账户和服务。  
The Authorized Signatory(ies) with the highest authority as listed in Item 1 of Part A hereof be authorised to sign the agreements (including any amendment or supplement thereto) and auxiliary documents related to Hang Seng E-Banking Services for and on behalf of the Company/Entity, and to give instructions to the Bank and any member of the HSBC Group in respect of all matters regarding Hang Seng E-Banking Services, including but without limitation to subscribing for and withdrawing from any Hang Seng E-Banking Service in one or more countries and to add to, amend or delete any accounts and services to Hang Seng E-Banking Services.
- 为免异议，本公司/单位同意并确认，如今后甲部第 1 项所列最高权限的授权签署人有任何变更的，该等变更同样适用于恒生电子银行服务；  
For the avoidance of doubt, the Company/Entity agree and confirm that any change to the Authorized Signatory(ies) with the highest authority as listed in Item 1 of Part A hereof shall also apply to Hang Seng E-banking Services.
- 本公司/单位确认，贵行或汇丰集团其他成员通过恒生电子银行服务收到的任何内容或种类的指令、通讯和确认均为代表本公司/单位作出的真实有效的指令、通讯和确认，对本公司/单位具有法律约束力。  
It be acknowledged that, any instruction, communication and confirmation of any type or nature received by the Bank or any other member of the HSBC Group via Hang Seng E-Banking Services is the Company/Entity's genuine and valid instruction, communication and confirmation, and shall be binding upon the Company/Entity.

**移动收款服务 Mobile Collection Services**

- 同意使用贵行提供的移动收款服务及任何相配套服务，接受相关的服务协议及附属文件并同意在该等文件上加盖本公司/单位公章；  
The Company/Entity be approved to use the mobile collection services and any related complementary services provided by the Bank, accept the related service agreements and auxiliary documents, and agree to affix the company chop of the Company/Entity to such document;
- 授权并确认本公司/单位法定代表人和以下人士有权代表本公司/单位签署与上述移动收款服务有关的协议(包括该协议不时的修改或补充)和附属文件，并有权向贵行作出与该服务相关的指令；  
Legal Representative and following person(s) be authorized to sign the agreements (including any amendment or supplement thereto) and auxiliary documents related to the aforementioned mobile collection services for and on behalf of the Company/Entity, and to give instructions to the Bank in respect of all matters regarding mobile collection services.

	被授权人 Authorized Signatory 1	被授权人 Authorized Signatory 2
姓名 Name		
担任职务 Job Title		
身份证件类型及号码 ID Type and No.		
预留签章 Signature Specimen		
签署安排 Signing Arrangement	<input type="checkbox"/> 任意一人签署有效 Any of the Authorized Signatories <input type="checkbox"/> 全体签署有效 All the Authorized Signatories,	

法定代表人的签章样式已在贵行预留。Signature Specimen of the Legal Representative been recorded by the Bank.

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**贸易服务 Trade Services**

i. 同意向贵行申请或接受贵行可能同意提供的任何贸易服务（定义见[标准贸易条款]）；  
We agree to apply for or accept trade services (as defined in the Standard Trade Terms) provided by the Bank;

ii. 我们已经自贵行收到一份适用于贵行可能同意提供或根据我们的申请提供的任何贸易服务的《环球贸易及融资业务--标准贸易条款》（“标准贸易条款”），并在此确认我们已经在全文阅读并充分理解的基础上接受其中的规定；  
We confirm our receipt of the Standard Trade Terms that applicable to all trade services provided by the Bank (the “STT”), and we have completely read, fully understood and agreed to accept the STT.

iii. 我们进一步确认，贵行已经应我们的要求就标准贸易条款进行说明，并且我们已经注意到贵行在标准贸易条款中向我们提示的可能限制或免除银行责任以及与我们有重大利害关系的条款，并愿意接受该等条款。我们明白并同意：  
- 标准贸易条款涵盖并适用于我们在恒生银行（中国）有限公司及其分支行所有贸易服务；  
- 贵行有权修改标准贸易条款并可采用适当方式（包括但不限于在银行网站公布等方式）作出通知；  
- 贵行不时为我们提供的任何贸易服务均受标准贸易条款（包括不时予以的更改和补充）的约束。  
We further confirm that the Bank has explained the STT at our request, and we have been aware of the terms highlighted by the Bank to us in the STT which may limit or exempt liabilities on Bank or substantially impact our interests and are willing to accept these terms. We understand and agree that:  
- The STT covers and applies to all trade services provided by Hang Seng Bank (China) Limited and its branches;  
- The Bank may, at its sole discretion, vary the STT by appropriate ways, including without limitation, publication or display of such notice via the official website; and  
- All trade services provided to us by the Bank from time to time will be subject to the STT and its supplements from time to time.

iv. 授权并确认贸易服务签署安排如下（请于以下选择其一适用）：  
Authorize and certify the signing arrangement of trade services (Please check the one of the boxes below whenever applicable):  
 适用甲部账户运作印鉴/签署安排（若存在多组账户运作印鉴/签署安排，则任意一组均可）。若甲部账户运作印鉴/签署安排发生变化，贸易服务签署安排将相应更新；  
Applicable to Part A signing arrangement (if multiple signing arrangements are available, any of them is acceptable). If Part A signing arrangement is subject to change, the signing arrangement of trade services will be updated accordingly;  
 适用独立的贸易服务签署安排（请妥善填写附表一）。  
Applicable to independent signing arrangement of trade services. (Please fill out Attachment 1).  
以上被授权人士有权代表本公司/实体向贵行发出任何与贸易服务相关的指示或按照标准贸易条款可以发出的其他指示，且有权代表本公司/实体签署与贸易服务或标准贸易条款相关的所有协议及文件，其行为对本公司/实体具有约束力；  
The person(s) hereto (the “Authorised Person”) is/are hereby authorised to give instructions to the Bank in connection with trade services or otherwise pursuant to the STT, and execute in the name of the Company/Entity all agreements and documents in connection with trade services or STT , and whose actions shall be binding on the Company/Entity;

v. 授权并确认贸易服务电子通知服务如下（适用于所有类型贸易服务）（请于以下选择其一适用）：  
Authorize and certify to receive the Trade Advice service as the following (applicable to all types of trade services) (Please check the one of the boxes below whenever applicable):  
 适用本公司/实体预留于贵行的、用于收取结算账户电子结单的邮箱地址（如收取结算账户电子结单的邮箱地址超过 5 个的，则适用前 5 个）。如收取结算账户电子结单的邮箱地址发生变化的，贸易服务电子通知服务邮箱地址将相应更新；  
Applicable to e-mail address(es) that the company/entity has provided to the Bank to receive the eStatements (If aforementioned e-mail addresses are more than 5, the first 5 will be applied). If the e-mail address(es) to receive the eStatements is/are modified, the e-mail address(es) of the Trade Advice service will be updated accordingly;  
 使用独立的贸易服务电子通知服务邮箱地址（请妥善填写附表二）。  
Use independent e-mail address(es) to receive the Trade Advice services (please fill out Attachment 2).

**丁部 Part D**

1. 本公司/单位同意，为开展本授权书项下账户及其他银行业务之目的，贵行有权收集、使用、加工、分享、披露、向第三方提供及跨境转移本公司/单位提供的自然人（包括但不限于公司董事、监事或职员、合伙组织的合伙人或合伙成员、股东、主要拥有人、控制人、信托的受益拥有人、受托人、委托人或保障人、指定账户持有人、指定收款人、担保人的代表、代理或指定人士等关联人士）的身份信息、财产信息、生物特征信息、账户信息、信用信息、相关调查所涉的信息等个人信息以及为履行合同、法律和监管合规义务在建立、维持业务关系过程中获取的其他个人信息，亦有权为业务需求向特定第三方和恒生银行境外母行及其所属集团关联方（“接受方”）披露公司提供的前述个人信息，具体请参阅《个人信息及隐私保护政策》（[www.hangseng.com.cn](http://www.hangseng.com.cn) 恒生中国官网首页“个人信息及隐私保护政策”）。本公司/单位亦承诺，所提供之所有个人信息未超出已获得的个人信息处理的授权同意范围。本公司/单位将根据贵行不时要求提供前述获得授权之证明，并赔偿贵行因本公司/单位违反该等承诺而遭受的全部损失。  
The Company/Entity agrees, for the purpose of account and other banking business under this Mandate, the Bank is authorized to collect, use, process, share, provide or transfer the identity information, property information, biometrics information, account information, credit information, and any other personal information involved in the related investigation and acquired during the process of services for implementing agreements and fulfilling legal and regulatory obligations related to a natural person (including but without limitation to, a director, supervisor, employee, partner or member of a partnership, shareholder, substantial owner, controlling person, beneficial owner, trustee, settler or protector of a trust, account holder of a designated account, payee of a designated payment or any associated person of the Company/Entity and/or any Company Associate ) provided by the Company/Entity. The Bank also has the right to provide any of the aforesaid information for the same purpose as set out above to a designated third party, parent company of the Bank, and a connected party within the Bank's group. Details please refer to Personal Information and Privacy Protection Policy ([www.hangseng.com.cn](http://www.hangseng.com.cn) > Personal Information and Privacy Protection Policy). The Company/Entity further warrants that all the personal information provided by us to the Bank are within the authorization acquired by the Company/Entity for processing such personal information. The Company/Entity shall provide such evidence of authorization at the Bank's request from time to time. The Company/Entity shall indemnify the Bank against any loss incurred due to its failure to comply with these provisions.

2. 本公司/单位完全承诺和确认开户申请表格所载的确认及声明，完成开户申请表格，并将开户申请表格与本授权书，一并提交于贵行，使其完全约束于本公司/单位。

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The Company/Entity fully agrees to and confirms the Certification and Declaration specified in Account Opening Form and agrees to complete the Account Opening Form having the same attached to this Mandate for Accounts and delivered to the Bank so as to fully bind the Company/Entity.

3. 甲部内容如有变更，应当出具新的商业银行业务授权书通知贵行；其他内容如有变更，应当以贵行认可的方式出具有效的授权文件通知贵行。上述对本授权书内容作出变更的文件连同贵行留存的原授权文件合称“新授权文件”。

Any amendment or change to Part A of this Mandate shall be communicated to the Bank with a duly completed and signed new Commercial Banking Mandate for Banking Business. Any amendment or change to the other parts of this Mandate shall be communicated to the Bank with a valid authorization document acceptable to the Bank. Aforesaid documents which amends or changes this Mandate together with the original authorization documents are collectively called as "New Authorization Document".

4. 本授权书项下内容的变更自贵行完成变更程序的当日生效。在相关变更生效之前，本授权书项下的授权（“原授权”）仍然有效，贵行在原授权失效之前，按照原授权执行任何相关指令所产生的任何损失均由本公司/单位承担。

Such amendment or change under this Mandate shall become effective on the day when the Bank completes the amendment. **The authorization hereunder ("Original Authorization") will remain in full force and effect until the relevant amendment or change takes effect. Any loss incurred by the Bank from the execution of any relevant instruction according to the Original Authorization before the Original Authorization ceases to be effective, shall be borne by the Company/Entity.**

合伙人/会议主席(必须为董事/股东/管理机构成员)  
Partner / Chairman of the Meeting (must be a director/ shareholder / member of the governing body)

(Name 姓名: )

合伙人/董事/股东/管理机构成员  
Partner / Director / shareholder / member of the governing body

(Name 姓名: )

合伙人/董事/股东/管理机构成员  
Partner / Director / shareholder / member of the governing body

(Name 姓名: )

合伙人/董事/股东/管理机构成员  
Partner / Director / shareholder / member of the governing body

(Name 姓名: )

合伙人/董事/股东/管理机构成员  
Partner / Director / shareholder / member of the governing body

(Name 姓名: )

合伙人/董事/股东/管理机构成员  
Partner / Director / shareholder / member of the governing body

(Name 姓名: )

(仅在符合条件时勾选) 本公司/单位确认，作为中国境内注册的法人（或法人的分支机构），本公司/单位的法定代表人有权代表本公司/单位就授权书中列明的事项作出决策并签署本授权书，且法定代表人采取的该等行为符合本公司/单位章程或章程性文件的规定。  
(tick only when the conditions are met) The Company/Entity, as a legal person (or its branch), confirm that the Legal Representative of the Company/Entity has the power and authority to make decisions with respect to the matters set out herein and sign the mandate on behalf of the Company/Entity, and such actions taken by the Legal Representative are in accordance with the articles of association or the constitutional documents of the Company/Entity.

S.V

法定代表人/负责人/授权代表（签字）  
Legal Representative/ Principal/ Authorized Person (Sign)

公章  
Company/Entity Chop

日期: 年 月 日  
Dated: \_\_\_\_\_

## 附表一 贸易服务签署安排

姓名	签章式样
职务	
姓名	签章式样
职务	
姓名	签章式样
职务	
姓名	签章式样
职务	
签署安排	

## 附表二 贸易服务电子通知服务申请/变更书

注意: 请仔细阅读下文贸易服务电子通知条款, 并选择合适的选项。您所提供的以下邮箱地址将取代在银行系统中预留的原信息(如有)。

### 贸易服务电子通知条款

我们申请使用/修改银行提供的贸易服务电子通知服务(以下简称“服务”), 银行通过此服务将以我们为受益人及/或由我们向银行申请开立的电开信用证和相关信用证修改的报文副本, 连同其他贸易服务电子通知书(以下简称“信息”), 发往我公司提供的邮箱地址。

通过申请使用 / 修改此服务, 我们请求银行:

1. 在我们提交单据前, 保存从开证行收到的以我们为受益人的正本信用证及相关信用证修改, 及;
2. 自动将此服务覆盖到我们向银行不时申请的或银行可能同意提供的所有贸易服务。

我们知晓并接受通过英特网的信息传递, 可能会受到一些因素的影响, 这些因素包括但不限于: 机械故障、电力中断、干扰、传输中断、传输失败、未经授权的使用、任何不可抗力事件、英特网堵塞造成的传输滞后, 以及英特网或其他公共因素而造成的数据传输。

我们知晓并接受以下事实: 通过电子邮件网络发送的信息, 由于这些信息会被阻断和篡改、丢失、延误亦或包含病毒, 因此并不能保证相关信息无误、完整、精确、可靠、不受干扰、及时和安全。

我们确认和接受以下事实: 银行自向我们预留之邮箱地址发送贸易服务电子通知书后, 银行即已完成了本申请 / 变更书项下之服务, 而无论该等电子通知书是否最终进入该等邮箱地址。对此后所可能发生的所有风险及损失, 均有我们自行承担。此外, 银行通过第三方电子邮件网络中发出的及时或延误的信息, 若这些信息含有任何错误和遗漏, 银行均不负有任何责任。

如果发生以下事件, 导致我们遭受到任何直接、间接、相应而生的、偶然的、有形的或无形的损失和破坏(包括但不限于数据丢失、利润损失和商誉伤害), 银行对我们均不负有任何责任。这些事件包括: 1) 使用贸易服务电子通知服务寄送任何信息; 2) 通过贸易服务电子通知服务未经授权的进入或篡改任何数据传输; 3) 出于任何动机的使用或未能使用贸易服务电子通知服务; 4) 由于任何原因的贸易服务电子通知服务不可使用; 5) 由于使用贸易服务电子通知服务对我们电脑系统造成的破坏和干扰, 除非这些破坏和干扰是由于银行的重大过失或蓄意疏忽所导致的。

本条款适用于中华人民共和国(不包括香港特别行政区、澳门特别行政区和台湾地区)的法律。

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### 选择 1

所有以我们为受益人及 / 或由我们向银行申请开立的电开信用证和相关信用证修改的报文副本请发送至以下邮箱地址:

(如该邮箱地址亦适用于接收其他类型贸易服务电子通知书的, 请勾选)

邮箱地址1: \_\_\_\_\_

邮箱地址2: \_\_\_\_\_

邮箱地址3: \_\_\_\_\_

邮箱地址4: \_\_\_\_\_

邮箱地址5: \_\_\_\_\_

选择 2

由我们向银行申请开立的电开信用证和信用证修改的报文副本，请发送至以下邮箱地址：

(如该邮箱地址亦适用于接收其他类型贸易服务电子通知书的，请勾选)

邮箱地址1: \_\_\_\_\_

邮箱地址2: \_\_\_\_\_

邮箱地址3: \_\_\_\_\_

邮箱地址4: \_\_\_\_\_

邮箱地址5: \_\_\_\_\_

以我们为受益人的电开信用证和信用证修改的报文副本，请发送至以下邮箱地址：

邮箱地址1: \_\_\_\_\_

邮箱地址2: \_\_\_\_\_

邮箱地址3: \_\_\_\_\_

邮箱地址4: \_\_\_\_\_

邮箱地址5: \_\_\_\_\_

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