

To: The Manager 致: 经理  
HSBC Bank (China) Company Limited. 汇丰银行 (中国) 有限公司

Office 分行 \_\_\_\_\_ Date 日期 \_\_\_\_\_

## Statement/Advice Reprinting Application Form 对账单/通知单补打申请表

Note 注意:

1. Please tick (✓) where applicable and complete this form in BLOCK LETTERS. 请在适当的方格内划上钩号(✓), 并用正楷填写
2. Please cross out those not applicable. 请划去所有不适用的部分
3. Only for paper statement/advice reprinting. 仅适用于补制纸制账单

Customer Name 客户名称 \_\_\_\_\_ Customer Number 客户号码 \_\_\_\_\_

Reprinting Reason  
申请原因

Not Received 未收到       Received but lost 收到但遗失       Accounts Verification 帐户核对       Others 其它 \_\_\_\_\_

Type  
结单类型

Composite Statement 综合结单      Total Copies 份数 [      ]

Statement Date 结单日期 \_\_\_\_\_

Regular Statement 普通结单      Total Copies 份数 [      ]

Account Number 帐户号码 \_\_\_\_\_ Statement Date 结单日期 \_\_\_\_\_

Account Number 帐户号码 \_\_\_\_\_ Statement Date 结单日期 \_\_\_\_\_

Account Number 帐户号码 \_\_\_\_\_ Statement Date 结单日期 \_\_\_\_\_

Account Number 帐户号码 \_\_\_\_\_ Statement Date 结单日期 \_\_\_\_\_

Advice 通知单      Total Copies 份数 [      ]

Account Number 帐户号码 \_\_\_\_\_ Transaction Date 业务发生日期 \_\_\_\_\_ Amount 金额 \_\_\_\_\_

Account Number 帐户号码 \_\_\_\_\_ Transaction Date 业务发生日期 \_\_\_\_\_ Amount 金额 \_\_\_\_\_

Account Number 帐户号码 \_\_\_\_\_ Transaction Date 业务发生日期 \_\_\_\_\_ Amount 金额 \_\_\_\_\_

RESTRICTED

账户号码 \_\_\_\_\_ 业务发生日期 \_\_\_\_\_ 金额 \_\_\_\_\_

**Delivery Method**

**递送方式**



Counter Collection 亲临分行自取

For personal customer, account holder should come in person to branch/sub-branch counter.

个人客户：账户持有人应亲临分/支行领取。

For entity customer, please provide name and ID number of authorized person for collection.

公司客户：请指定领取人员姓名及证件号码。

Authorized Person's Name

Authorized Person's ID Number

领取人员姓名：\_\_\_\_\_ 领取人员证件号码：\_\_\_\_\_



Mail to Correspondence Address 邮寄至预留联系地址

**Remarks**

**备注：**

You are hereby authorized to debit any charges for this service from my/our account: \_\_\_\_\_

本人/本公司谨授权贵行在本人/本公司\_\_\_\_\_ 账户支取该项服务之任何费用。

For detailed fee charges, please check <Tariff of Accounts and Services for Personal Customer> and <Tariff of Accounts and Services for Corporate Customer> in our [website download centre](#).

费用具体金额请参考[汇丰官网下载中心](#)中最新版本的《帐户和服务费率-个人客户适用》及《帐户和服务费率-单位客户适用》。

**Customer Signatory**

**客户签署**

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Customer Signatory(ies)/Chop(s) 客户签章\*

*\*Personal customer should sign it by account holder.*

个人客户应由账户持有人签署。

*\*Entity customer should sign it by any group of authorized signatory(ies)/Chop(s).*

机构客户应由任意一组授权签字人签章。