



轉帳/匯款申請書

Application for Transfer/Remittance

致: 凱基商業銀行股份有限公司香港分行

To: KGI Bank Co., Ltd., Hong Kong Branch 傳真收件郵箱FAX Mailbox: faxservices@kgi.com 及傳真號碼FAX No: 2746-0738

請以正楷填寫 Please write in Block letter 請在適當處加上“√”符號 Please tick out as“√” in where applicable

交易種類 Transaction Type	<input type="checkbox"/> 電匯 Telegraphic Transfer	<input type="checkbox"/> 內部轉帳 Internal transfer	<input type="checkbox"/> 換匯 Currency exchange
申請人名稱 Name of Applicant	客戶編號 Customer ID		
扣款帳號 Debit A/C No.	戶口扣帳日期 A/C to be Debited on (日DD/月MM/年YYYY)		
匯出幣別及金額 Remittance Currency and Amount			
匯價 Exchange Rate	換匯幣別及金額 Currency and exchange amount		
收款人資料 Beneficiary Info.	帳戶/IBAN A/C No./IBAN		
	名稱 Name		
	地址 Address		
	國家 Country	電話 Tel	
收款銀行資料 Beneficiary Bank Info.	銀行代碼/清算代碼 SWIFT Code/ ABA No.		
	名稱/分行 Name/Branch		
	地址 Address		
中間銀行資料 Intermediary Bank Info.	銀行代碼/清算代碼 SWIFT Code/ ABA No.		
	名稱/分行 Name/Branch		
	地址 Address		
附言 Message			

匯款性質 Purpose of Remittance	<p>請注意，此欄必須填選。 Please note, selection is required.</p> <input type="checkbox"/> 投資/Investment <input type="checkbox"/> 貨款/For goods <input type="checkbox"/> 商務支出/Business expense <input type="checkbox"/> 贍家匯款/Living expense <input type="checkbox"/> 佣金，代理費/Commission, agency fee <input type="checkbox"/> 其他/Other(請列明/Please specify:)
----------------------------	---

費用(含國外銀行費用) Detail of Charges (including Overseas bank charges)	<input type="checkbox"/> SHAR 匯款人及收款人各自負擔相關匯款費用 Charges on the sender's side to be borne by the applicant, charges on the receiver's are to be borne by the beneficiary. <input type="checkbox"/> CRED 收款人負擔相關匯款費用 All charges are to be borne by the beneficiary. <input type="checkbox"/> DEBT 匯款人負擔相關匯款費用 All charges are to be borne by the applicant.
---	---

註: 如申請人未特別聲明, 本匯出匯款之費用視同勾選 SHAR。
Note: If not selected, all charges related to the transaction will be deemed as SHAR.

本人/本公司聲明有關跨境大陸之匯款, 皆已符合大陸地區之相關規定及需求。
I/We declare that the cross-border transfer/remittance to the Mainland has adhered to all relevant Mainland rules and requirements.
 本人/本公司了解並願意承擔此項資金調配/匯出匯款之一切風險及所有經費, 此表格應與本人/本公司已簽之委託傳真或電子郵件授權及彌償書或類似文件共同使用, 並具結以上所報均屬真實。
 I/We understand that this transfer is at my/our risk and expenses and may be used in conjunction with the Facsimile or Electronic Mail Authority and Indemnity or analogous document and hereby confirm that all particulars declared are true and correct.
 I/We agree to be bound by the additional terms and conditions printed overleaf.
 本人/本公司同意受背頁之附加條款及細則約束。

存戶簽名/獲授權簽署 (暨公司印章)
Signature of Account Holder /Authorized Signature(s) with Company Chop

銀行專用 FOR BANK USE ONLY		
照會確認交易內容 Confirmation of Instruction	日期 Date	聯絡人 Contact Person
	時間 Time	確認人員 Confirm Person
主管覆核 Checker	作業經辦 Maker	驗印 S.V.

附加條款及細則
Additional Terms and Conditions

1. 本申請受限於：(i)銀行服務條款及細則（下稱「**銀行服務條款及細則**」）；及(ii)所有其他有關匯款服務並由本行規定的適用條款及細則（下稱「**匯款條款及細則**」）（以下統稱「**適用匯款條款及細則**」）及其等不時修訂及修改版本。倘若適用匯款條款及細則與此處附加條款及細則存在不一致，應以此處附加條款及細則為準，前提是倘若適用匯款條款及細則比起此處附加條款及細則的條文，為本行提供更多保護、特權、權益、權力及權利的話，應以適用匯款條款及細則為準。除非另有規定，銀行服務條款及細則使用的定義將於本附加條款及細則中適用。申請人請求本行按照銀行服務條款及細則項下條文將資金匯至指定海外收款人，並同意遵循以下條款。This application is subject to (i) the Banking Services Terms and Conditions (the “**Banking Services T&C**”); and (ii) all other applicable terms and conditions in relation to the remittance services prescribed by the Bank (the “**Remittance T&C**”) (collectively “**Applicable Remittance T&C**”) and its revisions or amendments from time to time. In case of the difference between the Applicable Remittance T&C and the provisions hereunder, the provisions hereunder shall prevail provided that the provisions under the Applicable Remittance Terms and Conditions shall be prevalent if they provide the Bank with more extensive protections, privileges, benefits, powers and rights than those herein. The defined terms used in the Banking Services T&C are adopted herein, unless otherwise provided. The applicant requests the Bank to remit funds to designated foreign party in accordance with the provisions under the Banking Services T&C and agrees to comply with the following terms below.
2. 申請人授權本行或本行之通匯行，得以任何方法或方式匯出款項，並得以通過任何解款銀行或轉匯銀行。如因其他解款銀行或轉匯銀行所致誤失，不論該行係由申請人或本行所指定，本行均不負任何責任。本行如應申請人之請求協助辦理追蹤、查詢服務，其所需之郵電費用及其他銀行收取之費用概由申請人負擔，本行並得要求先付部份款項方行辦理。
The applicant authorizes the Bank or its correspondent banks to remit the funds by any means or methods and by any paying banks or intermediary banks. If there is any loss due to the other paying banks or intermediary banks, the Bank shall not be liable for such loss whether or not such banks are nominated by the Applicant or by the Bank. If the Bank, upon request of the Applicant, assists the Applicant to track or make inquiry, the Applicant shall bear all the Bank's postal fees and charges of other banks, and the Bank may request for advance payment before proceed to the application.
3. 本請人同意，倘：(i)電訊設備、線路等發生故障；(ii)因電報發送或接受功能不良而導致電訊內容有跳行、模糊不清、不全或其他錯誤；(iii)匯款授權書或匯款支票在郵寄途中被損毀或遺失；(iv)因非可歸責於本行之其他事由，致令匯款遲延送達或匯款不能送達時，本行均不就此承擔任何責任。倘申請人請求本行因上述原因申報損失或辦理退款或重新匯款，本行須收取申請人所有必須之郵電費用及其他銀行收取之費用。
The applicant agrees that if (i) there is breakdown of telecommunications system, network and etc.; (ii) there is skipping of lines, illegible, incomplete or other errors in the telecommunication due to bad transmission or reception; (iii) the authorization letter for remittance or cheque for remittance is lost or destroyed during the post of the mail; or (iv) other matters beyond the control of the Bank, causing any delay or stay of the remittance fund, the Bank shall not be liable thereto whatsoever. If the applicant requests the Bank to report loss or refund or re-transfer remittance for the reasons aforesaid, the Bank shall charge the applicant for all necessary mailing fees and charges of other banks.
4. 申請人了解並同意，其他國家或地區對於匯入款解款作業方式或會與香港有所不同。部份收款銀行解付款項時，僅監察帳戶號碼而不需檢視戶名是否相符即可入帳，就此而言，就因收款銀行採取的匯入款解款作業方式或中間銀行之其他作為或不作為或與之相關而導致申請人蒙受或遭受的損失及損害，本行概不負責。申請人同意，確保查證本申請項下所填寫之收款人的所有資料及詳情正確無誤。
The applicant understands and acknowledges that the procedures of releasing inward remittance in other countries differ from that in Hong Kong. Some beneficiary banks might only check the account number before releasing the remittance without matching the account name and that the Bank shall not be held liable to losses and damages suffered or sustained by the applicant arising out of or in connection with the procedures of releasing inward remittance adopted by the beneficiary bank or other actions or non-actions of intermediary banks. The applicant agrees to ensure that all information and particulars provided under the application are true, complete, correct and updated.
5. 申請人同意並確認，匯款應依當地銀行慣例從匯款金額內扣取費用，及費用概由申請人負擔。
The applicant agrees and confirms that the release of remittance shall follow the practice of local banks that will deduct their fees from the remittance fund and amount of deduction shall be borne by the applicant.
6. 申請人應自行查詢有關收款國當地法律或規例所實施之任何外匯管制或任何其他類似限制，而本行並無知會申請人之責任，亦毋須就匯款因該等管制及限制而引致之任何損失或延誤承擔責任。
The applicant shall make his own enquiries and the Bank is not obligated to advise the applicant as regards any exchange control or any similar restriction which may be imposed by the local laws or regulations of the local country to which the remittance is to be dispatched, and the Bank shall not be responsible for any loss or delay resulting from any such control or restriction.
7. 除非申請人提出相反之指示，本行得安排匯款以收款國之通用貨幣支付。
The Bank shall arrange for the remittance to be effected in the local currency of the country in which payment is to be made unless otherwise instructed by the applicant.
8. 若本行未能提供確定之匯率報價，則本行得以臨時匯率辦理兌匯，並在確切實際匯率時作出任何調整。任何臨時匯率與實際匯率間之差額應從申請人之帳戶中扣除或歸還（視屬何情況而定）。
Where the Bank is unable to quote a conclusive exchange rate, the Bank shall effect the remittance by adopting a provisional exchange rate, subject to any adjustment when the actual exchange rate is ascertained. Any difference between the two rates shall be debited or credited (as the case may be) to the applicant's account.
9. 海外匯款一般會由申請日起計3-5個工作天到達目的地，前提是申請於截數日前提交予本行。因收款銀行、轉匯銀行或代理銀行導致的延誤，本行概不負責。
Money sent aboard will usually reach its destination between 3 to 5 working days from the date of application provided that the application is submitted to the Bank prior to cut-off time. The Bank will not be responsible for any delays that may be caused by the beneficiary, intermediary or correspondent banks.
10. 如收款人並無在本行於收款地之往來銀行、代理行持有帳戶，匯款或會因而延遲支付，但延後之程度視乎當地之銀行收支系統或收款銀行所採用之收款措施而定。倘因該延誤而引致任何損失、損害或其他，本行毋須負上任何責任。
Where a beneficiary does not maintain an account with the Bank's correspondent or agent in the country in which the payment is to be made, delay may occur depending on the clearing system of such country and the action taken by the beneficiary's bank in collecting such payment. The Bank shall not be responsible for any losses, damages or otherwise resulting from any such delay.
11. 本行可按照申請人之要求退回或取消匯款，但須等候至本行接到其往來銀行或代理行通知及證實匯款確已取消時，方能作實。倘款項已由本行或本行之往來銀行或代理行折算為外國貨幣，本行僅會基於其往來銀行或代理行實際退還之款項及按照本行退款當日之現行買入價折算退給申請人。申請人須負擔本行或本行之往來銀行或代理行因退款而引起之任何及一切費用。
The Bank shall make refund or cancellation as per the applicant's request if and only if the Bank has received confirmation from the Bank's correspondents or agents of effective cancellation of the remittance. In the case of funds which have already been converted into foreign currencies by the Bank, the Bank's correspondents or agents, the Bank shall make refund only on the basis of the amount actually received from the correspondents or agents, and at the Bank's prevailing buying rate on the day of refund. The applicant shall reimburse the Bank for any and all expenses incurred by the Bank, its correspondents or agents in connection with the refund or cancellation of remittance.
12. 倘若本申請表的中英兩種語言版本之間存在差異，應以英文版為準。
If the event of any inconsistency between the Chinese and English versions of this application form, the English version shall prevail.