

## BUSINESS INTEGRATED ACCOUNT - DOCUMENTS TO BE MAILED IN CHINESE

### 商業綜合戶口 - 以中文郵寄的文件

To better serve your needs, if your Business Integrated Account has registered correspondence address in the Chinese language, you will receive the following documents in Chinese in respect of your account.

為配合您的需要，如您的商業綜合戶口通訊地址以中文登記，以下有關於您的戶口的文件將以中文寄發。

#### Cheque Book/Pay-in book

BusinessVantage  
HSBC Business Direct  
BusinessVantage Plus

#### 支票簿／存款簿

「商業」理財戶口  
滙豐「理財易」商務戶口  
「商貿理財」戶口

#### Statement

BusinessVantage Statement  
HSBC Business Direct Statement  
BusinessVantage Plus Statement

#### 戶口結單

「商業」理財戶口結單  
滙豐「理財易」商務戶口結單  
「商貿理財」戶口結單

#### Time Deposit related Advice

Time Deposit Placement Confirmation  
Time Deposit Interim Interest Payment Advice  
Time Deposit Change of Maturity Date Advice  
Time Deposit Maturity Advice

#### 有關定期存款的通知書

定期存款通知書  
定期存款中期利息通知書  
更改定期存款到期日通知書  
定期存款到期通知書

#### Current Account related Advice

Advices for an Account with an Unauthorised Overdraft  
Standing Instructions for an Unpaid Advice  
Advice for Returned Cheque  
Advice for Closure of Account

#### 有關往來戶口的通知書

有關貴戶的未經授權透支通知書  
無法執行常行指示通知書  
退票通知書  
取消戶口通知書

#### Remittance related Advice

Outward Remittances Advice  
(for Demand Draft)  
Outward Remittances Charges Advice  
(for Demand Draft and Telegraphic Transfer)  
Inward Remittances Advice  
(for Demand Draft and Telegraphic Transfer)  
Cheque Purchase Advice  
Cheque Purchase Return / Correspondent Bank Charges Advice  
Cheque for Collection Advice  
Cheque for Collection - Credit Advice

#### 有關匯款的通知書

匯出匯款通知書  
(適用於匯票)  
匯出匯款費用通知書  
(適用於匯票及電匯)  
匯入匯款通知書  
(適用於匯票及電匯)  
購買票據通知書  
退回購買票據 / 代理銀行費用通知書  
託收票據通知書  
託收票據 - 入賬通知書

#### CHATS related Advice

Inward Interbank Fund Transfer Advice  
Outward Interbank Fund Transfer Advice  
Outward Interbank Fund Transfer Charges Advice

#### 有關跨行轉賬的通知書

跨行轉賬匯入通知書  
跨行轉賬付款通知書  
跨行轉賬費用通知書

#### Other Advice

Business Integrated Account Advice of Inactive Account

#### 其他通知書

商業綜合戶口不動戶口通知書

#### Note 注意:

- Please use simplified Chinese characters for address in mainland China and traditional Chinese characters for address in Taiwan. 如為中國內地地址，請以簡體中文填寫；如為台灣地址，請以繁體中文填寫。
- The Chinese correspondence address provided should be the same as that provided in English. 所提供的中文通訊地址需與英文通訊地址相同。
- Not all correspondence can be sent to an address in mainland China or Taiwan. The Bank will only send selected statement(s) and advice(s) to the correspondence address in mainland China or Taiwan in Chinese. For details, please refer to the "Business Integrated Account - Documents to be mailed in Chinese". The list of documents may be updated from time to time. 由於並非所有銀行信件均可郵寄往中國內地或台灣地址，本行只以中文通訊地址遞送指定的戶口結單及通知書往中國內地或台灣。請參閱本行的「商業綜合戶口 - 以中文郵寄的文件」，列表內容將不時更新。
- The correspondence address in English that you registered with us will be used in respect of additional copies of additional account statements. 額外申請的戶口結單將郵寄往已登記的英文通訊地址。
- If the Chinese correspondence address is to be updated, please inform the Bank of the new address in **both** Chinese and English. 如您更新中文通訊地址，請把該中英文地址一併通知本行。