

To: **The Hongkong and Shanghai Banking Corporation Limited**

**For Bank Use Only**

Account Number

Branch Chop

**MANDATE FOR ACCOUNTS OF A LIMITED COMPANY**

- Note:** 1. Please complete in **Block Letters** and tick where applicable.  
2. + Please insert the full name of the authorised person(s).  
3. All alterations to this form must be initialled by the Chairman of Meeting.  
4. Please note that no company chop needs to be or should be affixed to any part of this form, and even if so affixed, will not form part of the signing authority or mandate under any circumstances.

Name of Company

Registered Address

At a meeting of the Directors duly held at

on the following resolutions were passed:

1. That a  account be opened or continued (as the case may be) with the Bank, and any other account or accounts as may be subsequently directed by any  Director named below or by +   
  
who is/are authorised to complete and sign all the relevant account opening forms (and any documents incidental or relating thereto) and agree any amendment to such forms and documents from time to time on behalf of the Company.
2. That the Bank be instructed to honor, comply with, act on or accept all cheques, promissory notes, orders, bills or receipts given or accepted on behalf of the Company (as shall be applicable), whether the current account be in credit or overdrawn and to comply with all directions given for or in respect of any account or accounts of any kind whatsoever on behalf of the Company including without limitation to close such account(s) unless otherwise agreed with the Bank provided that such cheques, promissory notes, orders, bills, receipts or directions are signed or given in such form or manner or by such means as shall be acceptable to the Bank at any time and from time to time by any  Director named below or by +   
 and such directions / signature(s) shall be sufficient authority and bind the Company in all transactions between the Bank and the Company.
3. That any  Director named below or +   
be authorised to withdraw and deal with any of the Company's securities or property or documents of title thereto which may be deposited with the Bank for safe custody or in safe deposit from time to time, whether by way of security or otherwise.
4. That the Company may apply for any general banking facilities (including loans, overdraft, foreign exchange facilities, credits and any other accommodation) and trade facilities and services (including import, export and bank guarantee issuance facilities and services) from the Bank and in respect of such facilities and services, any  Director named below or +   
be authorised, on behalf of the Company, (i) to arrange with the Bank for the granting and provision of the facilities and services to the Company from time to time; (ii) to sign and execute (including, if applicable, the affixing of the common seal (or equivalent) of the Company thereto) any agreements (including any Trade Financing General Agreement), security documents, indemnities, guarantees, undertakings, instructions, applications and any other documents in connection with the aforesaid facilities and services; and (iii) to designate any authorised persons and signing arrangements in respect of any trade facilities and services granted or provided to the Company by the Bank.
5. That in the absence of any directions to the contrary, all accounts subsequently opened shall be operated and dealt with upon the terms set out above insofar as the same may be applicable.
6. That upon a request being made by the Bank it be supplied with a copy of the Company's Articles of Association, Rules or equivalent constitutional documents and of each amendment thereto, together with copies with any amending resolutions and a copy of the Company's Certificate of Incorporation and/or Certificate to Commence Business (if applicable).
7. That the Bank be supplied with a list of names and specimens of signatures Directors and any other person or persons authorised to act on behalf of the Company as stated herein, and be informed from time to time of any changes to the mandate or arrangement as set out herein by way of a completed mandate form or relevant standard form of the Bank, or by a certified true copy of an amending or rescinding resolution of the Board of Directors of the Company in a form acceptable to the Bank, and be entitled to act upon the receipt of the mandate, form or certified true copy of board resolution as aforesaid.
8. That a copy of any resolution of the Board of Directors of the Company, if purporting to be certified as true and correct by the Chairman of the relevant meeting or by the Company Secretary of the Company, shall as between the Bank and the Company be conclusive evidence of the passing of the resolution so certified.
9. That these resolutions be communicated to the Bank and remain in force until an amending or rescinding resolution in the form accepted by the Bank shall have been passed by the Board of Directors and a certified copy thereof shall have been received and accepted by the Bank and details of these resolutions have been duly entered into the Minute Book for meetings of the Directors of the Company and signed therein by the Chairman of the Meeting and are still in full force and effect in all respects and are in accordance with the Company's Articles of Association, Rules or equivalent constitutional documents.

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Account Number

**I Hereby Certify** that the foregoing are true copies of the resolutions as entered in the Minute Book of the Company and are in accordance with the Articles of Association of the Company.

Dated at the Hong Kong Special Administrative Region this  day of .

**Chairman of Meeting****X****Directors Authorised to Sign as above**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) <input type="text"/> <input type="checkbox"/> Residential Address <input type="text"/> <input type="checkbox"/> Permanent Address (If different from residential address) <input type="text"/>		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) <input type="text"/> <input type="checkbox"/> Residential Address <input type="text"/> <input type="checkbox"/> Permanent Address (If different from residential address) <input type="text"/>		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) <input type="text"/> <input type="checkbox"/> Residential Address <input type="text"/> <input type="checkbox"/> Permanent Address (If different from residential address) <input type="text"/>		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) <input type="text"/> <input type="checkbox"/> Residential Address <input type="text"/> <input type="checkbox"/> Permanent Address (If different from residential address) <input type="text"/>		

**X**

**For Bank Use Only**

Account Number

**Other Persons Authorised to Sign as above**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) _____ <input type="checkbox"/> Residential Address _____ <input type="checkbox"/> Permanent Address (If different from residential address) _____		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) _____ <input type="checkbox"/> Residential Address _____ <input type="checkbox"/> Permanent Address (If different from residential address) _____		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) _____ <input type="checkbox"/> Residential Address _____ <input type="checkbox"/> Permanent Address (If different from residential address) _____		

**X****The Bank may require other Director(s) who is/are not authorised to operate the account(s) to sign below as the Bank thinks fit:**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) _____ <input type="checkbox"/> Residential Address _____ <input type="checkbox"/> Permanent Address (If different from residential address) _____		

**X**

Full Name ( <i>Including Surname, Given Name and Other Name</i> )	Date of Birth ( <i>Day/Month/Year</i> )	Specimen Signature
Identification Document Type <input type="checkbox"/> HK Identity Card (Permanent <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Passport <input type="checkbox"/> Others:	Number	
Complete the information and tick for the PROOFS enclosed (For individuals only) <input type="checkbox"/> Nationality (Country/Region) _____ <input type="checkbox"/> Residential Address _____ <input type="checkbox"/> Permanent Address (If different from residential address) _____		

**X**

譯文

(此譯文僅供客戶參考，不能用以簽署)

致：香港上海滙豐銀行有限公司

有限公司戶口授權書

- 注意：
1. 請用正楷填寫並在適當的地方加上剔號。
  2. + 請填寫授權人士的全名。
  3. 凡經修改之處，必須由會議主席簡簽。
  4. 閣下毋須亦不應在本表格的任何部分蓋上公司印章。在任何情況下，所蓋上的公司印章將不會構成授權簽署的一部分。

<b>銀行專用</b>
Account Number
Branch Chop

公司名稱
登記地址

本公司於  在  召開董事會議，  
通過以下各項決議：

1. 應在貴行開立或續開 (按具體情況) —  戶口類別   
戶口，及於日後經下列任何董事中的  人，或經 +   
的指示，開立其他戶口，並授權該人代表本公司填寫及簽署開戶書 (及任何有關附帶文件)，及代表本公司隨時或不時接受任何開戶書 (及 / 或任何有關附帶文件) 的更改。
2. 指示貴行兌現、遵照、履付、奉行或接受所有代表本公司發出或承兌 (如適用者) 的支票、期票、付款指示、票據或收據，無論往來戶口是否有結餘或透支，並且遵照所有代表本公司發出與任何戶口或任何類型戶口有關的指示包括但不限於取消該等戶口，惟該等支票、期票、付款指示、票據、收據或指示須經下列任何董事中的  人或 +   
以貴行在任何時間及不時接受的形式或方式或方法簽署及發出，而該等指示或簽署乃足夠的授權，使本公司與貴行的所有交易對本公司而言具法律約束力。
3. 授權下列任何董事中的  人，或 +  提取及處理  
本公司的任何證券、財物或權益文件，該等物件可能不時交由貴行保管，或存入貴行的保管箱，不論其是否作為抵押或其他用途。
4. 本公司可向貴行申請任何一般銀行信貸 (包括借貸、透支、外匯信貸、信用或其他貸款) 及貿易融資信貸 (包括入口、出口及銀行擔保信貸及服務)，\*下列任何董事中的  人，或 +   
(i) 與貴行安排不時向本公司批核及提供信貸及服務，(ii) 簽署 [包括在適用情況下蓋上本公司的公章 (或同等效力的印章)] 及執行任何協議 (包括任何貿易融資協議)、證券文件、彌償、保證、承諾、指示、申請及其他有關以上提及的信貸及服務，(iii) 就貴行對本公司批核及提供的有關貿易信貸及服務，授權任何有關人士及簽訂任何協議。
5. 如無相反的指示，此後所開立的各種戶口，均按上述各項的規定，相應處理。
6. 在貴行要求下，將提交本公司的備忘錄、組織章程及每一決議修訂本，並將本公司的商業登記證書及 / 或開業證明書送交貴行查閱。
7. 本公司向貴行提供本公司董事及其他根據此授權書內獲授權代表本公司人士的名單及簽名式樣，並不時向貴行遞交填妥的授權書、任何貴行的標準表格或貴行接納的董事會修訂或撤銷決議案的經認證真本，通知貴行本公司修訂或撤銷此授權書內容，同時授權貴行根據以上收妥的授權書或董事會決議案的經認證真本而行事。
8. 凡經本公司董事或公司秘書簽署證明無誤的任何董事會決議紀錄，即為貴行與本公司之間證明此項決議已獲通過的確證。
9. 上述各項決議應即通知貴行，並保持有效，直至修訂的決議經董事會通過，及將已簽證的副本送交貴行為止。

銀行專用

Account Number

茲證明以上各項決議，均經記錄於本公司的會議紀錄簿內，且符合本公司組織章程的規定。

日期：香港特別行政區  年  月  日。

會議主席

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上述授權簽署的董事

全名 (包括姓、名及其他名)	出生日期 (日/月/年) <input type="text"/>	簽署式樣
身分證明文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加剔號並填寫有關資料 <input type="checkbox"/> 國籍 (國家/地區) <input type="text"/> <input type="checkbox"/> 住宅地址 <input type="text"/> <input type="checkbox"/> 永久住址 (如與住宅地址不同) <input type="text"/>		

全名 (包括姓、名及其他名)	出生日期 (日/月/年) <input type="text"/>	簽署式樣
身分證明文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加剔號並填寫有關資料 <input type="checkbox"/> 國籍 (國家/地區) <input type="text"/> <input type="checkbox"/> 住宅地址 <input type="text"/> <input type="checkbox"/> 永久住址 (如與住宅地址不同) <input type="text"/>		

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全名 (包括姓、名及其他名)	出生日期 (日/月/年) <input type="text"/>	簽署式樣
身分證明文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加剔號並填寫有關資料 <input type="checkbox"/> 國籍 (國家/地區) <input type="text"/> <input type="checkbox"/> 住宅地址 <input type="text"/> <input type="checkbox"/> 永久住址 (如與住宅地址不同) <input type="text"/>		

**銀行專用**

Account Number

上述其他授權簽署人

全名 (包括姓、名及其他名)	出生日期 (日/月/年)	簽署式樣
身分證文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加別號並填寫有關資料 <input type="checkbox"/> 國籍 (國家 / 地區) _____ <input type="checkbox"/> 住宅地址 _____ <input type="checkbox"/> 永久住址 (如與住宅地址不同) _____		

全名 (包括姓、名及其他名)	出生日期 (日/月/年)	簽署式樣
身分證文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加別號並填寫有關資料 <input type="checkbox"/> 國籍 (國家 / 地區) _____ <input type="checkbox"/> 住宅地址 _____ <input type="checkbox"/> 永久住址 (如與住宅地址不同) _____		

全名 (包括姓、名及其他名)	出生日期 (日/月/年)	簽署式樣
身分證文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加別號並填寫有關資料 <input type="checkbox"/> 國籍 (國家 / 地區) _____ <input type="checkbox"/> 住宅地址 _____ <input type="checkbox"/> 永久住址 (如與住宅地址不同) _____		

如實行認為有需要，可要求未獲授權處理該戶口的董事在下面簽署：

全名 (包括姓、名及其他名)	出生日期 (日/月/年)	簽署式樣
身分證文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加別號並填寫有關資料 <input type="checkbox"/> 國籍 (國家 / 地區) _____ <input type="checkbox"/> 住宅地址 _____ <input type="checkbox"/> 永久住址 (如與住宅地址不同) _____		

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身分證文件種類 <input type="checkbox"/> 香港身分證 (永久 <input type="checkbox"/> 是 <input type="checkbox"/> 否) <input type="checkbox"/> 護照 <input type="checkbox"/> 其他：	號碼	
在已附上的證明文件 (適用於個人) 旁邊加別號並填寫有關資料 <input type="checkbox"/> 國籍 (國家 / 地區) _____ <input type="checkbox"/> 住宅地址 _____ <input type="checkbox"/> 永久住址 (如與住宅地址不同) _____		