

# DOCUMENTATION FOR ACCOUNT OPENING

## 开户文件

*For the reference of customers to open accounts with Branches of HSBC Bank (China) Company Limited*

供于汇丰银行(中国)有限公司各分支机构开立账户的客户参考

### Personal Customer

#### 个人客户

1. Identification document (original)  
身份证明文件 (原件)
  2. Former name/alias proof (if there is) (original)  
曾用名/别名证明 (若有) (原件)
  3. Nationality proof (original)\*  
国籍证明 (原件) \*
- \*Please refer HSBC staff for specific requirement.  
请向我行职员咨询具体要求。*
4. Proof of residential address (and permanent address if different)  
居住地址证明 (及永久地址证明, 若不同于居住地址)
  5. Completed account opening form (including Appendix of Account Opening Form – Other Information)(original)  
填写完整的开立账户表格 (包括开户表附录-其它信息) (原件)
  6. Specimen signature (original)  
预留签字式样 (原件)
  7. Letter of introduction from a Bank or introducer (current/cheque account only)(original)  
银行或其他介绍人介绍信 (只适用于支票账户) (原件)

#### Note

- HSBC staff shall witness signatures appearing on the account opening forms.  
开户文件上的签字需由我行职员见证。
- In case of joint accounts, each joint account holder is subject to the above documentary requirements.  
在联名账户的情况下, 每一名账户持有人均应提交上述文件。
- If an account holder authorizes another person to operate the account, both the account holder and that authorized person are subject to the above documentary requirements.

若账户持有人委托其他人士运作其账户，账户持有人及被授权人士均应提交上述文件。

- Please note that while the above documentary requirements are applicable in general, under certain circumstances, the Bank may request additional and/or different documents to satisfy regulatory and/or due diligence requirements.

请注意以上所列文件在一般情况下适用，在具体处理各开户申请时，本行可能提出额外和/或不同的文件要求以满足法律法规和/或尽职调查要求。

- Please notify us promptly of any subsequent changes to the above information after the account has been opened and provide relevant document proof.

账户开立以后，已递交的信息如有任何更改，请及时通知本行并提供相应证明材料。