

To: HSBC Bank (China) Company Limited		Date 日期:		(YYYYMMDD
致:汇丰银行(中国)有限公司				
	Branch 分行			

E-Statements, E-Advices and VAT Invoices Service Application Form 电子账单、电子通知书及增值税发票服务申请表

Noto	注音	١

- 1. Please tick where applicable and complete this form in BLOCK LETTERS.
 - 请在适当的地方划钩,并用正楷填写。

. If there is any problem in filling in the form, please contact your account opening branch. 如有任何疑问,请联络开户分行。 . Please read through Part F 'Important Notes' and the enclosed "Terms and Conditions for E-Statements, E-Advices and E-Invoices Service". 请仔细阅读Part F "重要事项"及附件"电子账单、电子通知书及电子发票服务一般条款"。						
Part A. Customer Information 客户资料						
Customer Name 客户名称:	Customer Number 客户号码:					
Part B. Apply / Cancel Statements and Advices 申请/取消账单和通知-	村服务					
1. Apply/Cancel E-Delivery of Statements and Advices Service 申请]/取消电子账单和电子通知书服务					
Apply 申请 Cancel 取消						
If apply, please further indicate if you need Paper Statements and Advices Service 若申请,请注明您是否需要纸质账单和通知书服务。 (Fee will be applied for Paper Statement Service. For fee details, please refer to Tariff of Accounts and Services for Corporate Customers available in Branch and on our website. 纸质账单将会产生服务费用。相关费用详情,请参阅各分支行或本银行官方网站公示的公司客户账户服务收费表。) Yes 是 No 否						
Note 注意: 1. Please further input your email information in Part D if apply for E-Statements and E-Advices Service. E-Statements and E-Advices will be sent to your email address recorded in the Bank. 若申请电子账单和电子通知书服务,请进一步在 Part D 完善您的电子邮箱信息。电子账单和电子通知书将发送至贵司在我行登记的电子邮箱。 2. Please ensure that either Internet Banking Statements and Advices Service or Paper Statements and Advices Service is enabled if E-Delivery of Statements and Advices Service is cancelled. Otherwise, the cancellation may fail. 若取消电子邮件账单和通知书服务,请确保您已开通公司网上银行电子账单和通知书服务或纸质账单和通知书服务。否则,取消操作无效。						
2. Activate/Cancel Paper Statements and Advices Service 激活/取	肖纸质账单和通知书服务					
Activate 激活 Cancel 取消						
Note 注意: Please ensure that either Internet Banking Statements and Advices Service or E-Statements and E-Advices Service is enabled if Paper Statements and Advices Service is cancelled. Otherwise, the cancellation may fail. 若取消纸质账单和通知书服务,请确保您已开通公司网上银行电子账单和通知书服务或电子账单和电子通知书服务。否则,取消操作无效。						
Part C. Add / Change VAT Basic Information and Invoice Information 首次提供/后续变更增值税基本信息及发票信息						
Please provide the information in Part C for VAT invoice issuance. Leave Part C blank if VAT invoice is not required. 请在Part C提供增值税信息以便开立增值税发票。若暂不需要增值税发票,则无需填写。						
Add VAT information (please input all fields below) 首次提供增值税信息(以下请填写全部信息) Change VAT information (only changed information needed below) 后续变更增值税信息(以下仅需填写变更信息)						
Is the entity a general VAT taxpayer? 是否为增值税一般纳税人?	Yes 是 No 否					
Please select the Type of TAX Certificate 请选择税务登记证明文件类别 Tax Registration Number (15 digits, SAT) 纳税人识别号(15 位代码,国税) Unified Social Credit Number (18 digits) 统一社会信用代码(18 位代码)						
Please provide the Tax Certificate Number 请提供税务登记证号码						
Please provide the phone number to be printed on VAT invoice 请提供将被用于增值税发票上的电话号码	Country/ Region Code Area Code Telephone 国家/地区代码 号码					

Ν	ame of Bank for tax purpose accou	nt 纳税专户开立银行的中文名积	尔				
Α	ccount Number for tax purpose acc	ount 纳税专户开立银行的账户	号码				
Delivery of Special VAT Invoice 增值税专票寄送				Paper invoice sent on every Statem 每个账单日寄送纸质发票(如有)	nent Date (if applicable)		
				Paper invoice sent by request 按需寄送纸质发票			
D	elivery of Normal VAT Invoice 增	直税普票寄送		Electronic invoice sent regularly (if 定期发送电子发票(如有)	applicable)		
				Electronic invoice sent by request 按需发送电子发票			
				Paper invoice sent by request 按需寄送纸质发票			
1. 2.	ote 注意: Special VAT Invoice can only be provide 增值税专票目前暂仅支持纸质发票。电子 Normal VAT Invoice for interest is sent in 利息类增值税普票每月发送一次,其他普 Please further input Part D if apply for E 若申请电子发票,请进一步填写 Part D The address printed on the VAT invoice	增值税专票服务提供时间将另行告知 nonthly, other Normal VAT Invoice 要每个帐单日发送	□。 is sent on		separately.		
4.	石中间电子及录,间还一步填写 Part Dr The address printed on the VAT invoice 增值税发票打印地址将为串司在我行答记	が発売して即作目点。 will be your registered address reco 的注册地址	orded in th	ne Bank.			
5.	VAT paper invoice will be sent to your or 增值税纸质发票邮寄地址将为贵司在我行	prrespondence address recorded in 登记的通讯地址;电子发票将发送3	the Bank E贵司在我	k; E-Invoice will be sent to your email addres 以行登记的电子邮箱。	ss recorded in the Bank.		
6.	The type and contents of the invoice to b 我行提供的发票种类以及发票内容取决于	e provided to you depend on custo 客户性质及国家增值税相关规定	mer natur	re and relevant laws/regulations. invoices, Name of Bank for tax purpose acc		or	
,.	tax purpose account are NOT required.			于的中文名称及纳税专户开立银行的账户号码		,	
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Р	lease indicate the required service	type(s) 请注明所需服务类型:					
	Change Secure Email Password						
	Designate/Change Email Addresses or Services (Please specify ALL your email addresses, max 10. And tick the applicable services of each email) 指定/更改电子邮箱地址或服务 请填写所有电子邮箱, 最多10个, 并为每个邮箱勾选适用的全部服务,						
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This Section should be signed by the person authorized by the company to execute this application.
本栏必须由公司授权人员签署。
If the request is to change "Name of Bank for tax purpose account" and "Account Number for tax purpose account" in Part C, "company chop" on the form is sufficient. 若客户只更改Part C的 "纳税专户开立银行的中文名称"和"纳税专户开立银行账户号码"信息,申请表只需要加盖公章即可。

Part F. Important Notes 重要事项

- 1. The E-Statements, E-Advices Service is registered at customer level, and applies to each and all the accounts maintained from time to time by the registered customer with the Bank.
 - 电子账单、电子通知书服务以客户为单位进行注册,适用于每名注册客户不时在银行开立的每个及所有账户。
- 2. The E-Statement and E-Invoice will be sent to your designated E-mail address set above the next 2 working days after your statement is due. E-Advice for transaction will be sent to your designated E-mail address set above the next 2 working days after your transaction with the bank. 电子账单和电子发票将在账单到期日的次两个工作日发送至上述电子邮箱,电子通知书将在交易的次两个工作日发送至上述电子邮箱。
- 3. The sender address of E-Statements, Advices and E-invoice of the Bank is **@notification.hsbc.com.cn**. 银行就电子账单,电子通知书和电子发票发出电子邮件的地址后缀为 **@notification.hsbc.com.cn**.
- 4. To access the emails of E-Statements, E-Advices and E-Invoices, the customer will need a Secure Email Password. The Secure Email Password will be delivered to the customer's correspondence address recorded within the Bank. 客户需要一个电子邮件密码来开启电子账单、电子通知书和电子发票的邮件。银行会邮寄客户的电子邮件密码至客户登记于银行的通讯地址。
- 5. The Bank requires at least 3 working days to process the customer's application for the service hereunder. Depending on the services type applied by the customer, the customer may receive E-Statements, E-Advices and/or E-Invoice issued after the application is processed. 银行需要至少3个工作日来处理客户对本函项下服务的申请。取决于客户申请的服务类型,客户会收到在申请处理完毕后出具的电子账单,电子通知书和/或电子发票。

For Bank Use Only 银行专用					
Signature Verified By	Branch Chop and Authorized Signature				
Data Captured By					
(YYYYMMDD)					

Terms and Conditions for E-Statements, E-Advices and E-Invoices Service

These Terms and Conditions apply to the E-Statements, E-Advices and E-Invoices Service. Customer who has registered for the Service should read them carefully and agree to be bound by them.

2. Definition

- In these Terms and Conditions, references to:
- "Bank" means HSBC Bank (China) Company Limited.
- "Service" means the E-Statements, E-Advices and E-Invoices service provided by the Bank under these Terms and Conditions.
- "E-Statement" means the statements sent to the registered customer by the Bank in e-mail form under the Service.
- "E-Advice" means the transaction advice issued to the registered customer by the Bank in e-mail form under the service.
- "E-Invoice" means the VAT electronic invoices sent to the registered customer by the Bank in email form under the Service.
- "Customer" means the companies or other organizations which opened accounts with the Bank.
- "Account" means any types of account opened by the Customer with the Bank.
 "Secure E-Mail Password" means a secure password assigned to the Customer for opening encrypted e-mails containing E-Statements, E-Advices and/or E-Invoices...
- "Terminal Equipment" means Customer's computer or other electronic equipment, used to receive E-Statements, E-Advices and/or E-Invoices from the Bank
- "Software" means necessary program or software installed on the Customer's Terminal Equipment to receive, open, browse, print or download the e-mail of E-Statements, E-Advices and/or E-Invoices from the Bank.

3. Service Scope

- a) The Bank may from time to time determine or specify or amend the scope and details of the Service and/or stipulations under these Terms and Conditions and may modify, expand or reduce the relevant Service at any time without prior notice to or consent from the Customer
- b) If the Bank gives a notice of a change as mentioned in Clause 3a, such notice may be made in such manner and by such means of communication as the Bank deems fit in its sole discretion

4. Use of the Service

- a) Once the Customer has registered for the Service, the Bank will, subject to verification and approval, send the encrypted e-mail with required E-Statements, E-Advices and/or E-Invoices to designated e-mail address as specified by the Customer
- b) The Bank will use registered-mail to send the Secure E-mail Password to the Customer at the correspondence address retained with the Bank. Customers use such password to open the e-mail of E-Statements. E-Advices and/or E-Invoices.
- c) Customers should have appropriate Terminal Equipment, Software and Internet Explorer browser, to receive, open, browse, print and download relevant e-mails
- d) Customer may apply to change Service type, e-mail address or Secure E-Mail Password or terminate the Service provided that such instructions must be made in a manner acceptable to the Bank.
- e) Customer warrants that all the information provided to the Bank, in connection with, or for the purpose of the Service, is accurate and complete. The Customer will undertake to notify the Bank promptly in writing of any changes
- f) All e-mails, shown successfully sent according to the Bank's record shall be deemed to reach the Customer. The Customer should file E-Statements, E-Advices and E-Invoices carefully and they will not be resent by the Bank. If, in the Bank's opinion, the e-mail sent to the registered e-mail address has failed to reach the Customer, the Bank may in its sole discretion cease to send the E-Statements, E-Advices and/or E-Invoices and/or all other E-Statements, E-Advices and/or E-Invoices in the future. The Bank may dispose of the said E-Statements, E-Advices and/or E-Invoices as it shall decide including, without limitation, to delete or remove the same from its system and record.
- g) Any registered email user to receive the E-Statements will be deemed having the right to perform the account reconciliation through such registered email on behalf of the Customer.
- h) Customer undertakes to indemnify the Bank against all actions, claims, demands, liabilities, loss, damages, costs and expenses of whatever nature that may result or which the Bank may sustain, suffer or incur as a result of its provision of the Service.

5. Security

- a) Customer confirms that it independently and fully understands, acknowledges and accepts all possible risks involved in using the Service including, without limitation, the risk of E-Statements, E-Advices and/or E-Invoices being intercepted, monitored, delayed, amended, destroyed or the risk of being sent or disclosed to other parties without the Customer's authorization, and so forth.
- b) Customer should be responsible for the proper use, safe custody and security of its Secure E-Mail Password, E-Statements, E-Advices and/or E-Invoices, and registered email and Terminal Equipment, and shall take all reasonable precautions to prevent any unauthorized access to, or malicious use of, these E-Statements, E-Advices and/or E-Invoices, Secure E-Mail Password or any other confidential information about the customer.
- c) The e-mail of E-Statements, E-Advices and/or E-Invoices sent by the Bank is one-way only and Customer should not directly reply any e-mail purported to have been sent by the Bank.
- d) Customer should never respond to any request purportedly from the Bank via the Service or any other e-mail to provide any account number or security details as the Bank will never make such a request under any situation.
- e) Customer should never click or attempt to connect any hyperlink as instructed or displayed in an e-mail purported to have been sent by the Bank and should not input/provide any details of the Customer including, without limitation, account numbers or security details etc. The Bank will never make such a request under any situation.
- f) The e-mail address used by the Bank for the purpose of sending emails in respect of the Service has been listed and displayed in the relevant application forms. Customer should check, verify and authenticate any e-mail received by it including, without limitation, the sender address or website, to verify whether all such emails have been sent by the Bank. The Bank may from time to time change such e-mail address without prior notice to or consent from the Customer. If the Bank makes such a change, it will notify the Customer in a proper manner
- g) Customer must inform the Bank immediately of all matters which may have an impact on, or otherwise affect, the provision or customer use of the Service including, without limitation, unusual circumstance in respect of any e-mail, or the Customer suspects that someone knows the Secure E-mail Password or has unauthorized access to, or use of, the Customer's Terminal Equipment or registered e-mail that may cause disclosure of the E-Statements, E-Advices and/or E-Invoices Secure E-Mail Password or any other confidential information about the Customer, and so forth.

6. Liability

- a) Due to the nature of the Service, the Bank bear no liabilities whatsoever for any direct, indirect or consequential loss or damage caused to the Customer's data, software, computer, Terminal Equipment or other equipment as a result of the Customer's use of the Service, unless such loss or damage is directly and solely caused by the Bank's gross negligence or willful misconduct. Under any situation, the Bank will not be liable for any direct, indirect or consequential loss of the Customer caused by the e-mail's inherent
- b) The Bank shall not be liable for the Customer's purported failure or delay in receipt of e-mail of E-Statements, E-Advices and/or E-Invoices if such e-mail has been deemed to be sent successfully to the Customer according to the Bank's records.
- c) The Bank shall not be liable for any disclosure or unauthorized use of confidential information if the Customer has not complied with any items as stipulated in these Terms and Conditions as well as any other security guidelines or recommendation as may be issued by the Bank from time to time.
- d) The Bank shall not be liable for any losses arising from any reason (including, without limitation, communication or link interruption, software upgrade) caused by any third parties (including telecom, website or software vendor etc).
- e) The Bank shall not be liable for any loss due to any event or circumstance beyond its reasonable control which leads to the Service being wholly or partly unavailable or resulting in any delay or error as a result of force majeure, including, without limitation, telecom breakdown, strike, war etc.

7. Fees and Charges

The Bank reserves the right to, at any time or whenever it deems necessary, impose fees and charges for the Service.

- a) Customer may suspend or terminate the Service at any time with notice to the Bank.
- b) The Bank can suspend or terminate all or any part of the Service at any time at the Bank's absolute discretion without prior notice to or consent from the Customer.
- c) Any suspension or termination of the Service shall not affect the rights, obligations and liabilities which have accrued between the Customer and the Bank prior to the date of suspension or termination of the Service.

- a) No failure or delay by the Bank in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise preclude any other or further exercise of any other right, power or privilege. Any remedies provided to the Bank herein are not intended to be exclusive of any other remedy and every other remedy given hereunder or now or hereafter existing at laws and regulations
- b) If any provision hereof shall be declared or adjudged to be illegal, invalid or unenforceable under any applicable law, such illegality, invalidity or unenforceability shall not affect any other provisions hereof which shall remain in full force, validity and effect.

10. Governing Law

These Terms and Conditions shall be governed by and construed in accordance with the laws of the People's Republic of China.

电子账单、电子通知书及增值税电子发票服务-般条款

1. 总则

本章则条款适用于电子账单及电子通知书及电子发票服务。注册使用该服务的客户必须仔细阅读本章则条款并同意受其约束。

- 下列词语在本条款中定义如下: "**本行**"指汇丰银行(中国)有限公司。
- "**本服务"**指本行根据本章则条款提供的电子账单、电子通知书及/或电子发票服务。
- "电子账单"指本行以电子邮件的形式发送给注册本服务的客户的账单。 "电子通知书"指本行以电子邮件的形式发送给注册本服务的客户的交易通知书。
- "电子发票"指本行以电子邮件的形式发送给注册本服务的客户的增值税电子发票。
- "客户"指在本行开立账户的公司或其它单位。

- ··格子即叶在湖。指华门远院与台户印始时,用水打开城市电子城岸、它进风中及汉电子及录的电子即时。 "格佛设备"指用来接收本行发送的电子账单、电子通知书及/或电子发票的客户端计算机或其它电子设备。 "软件"指客户终端设备上安装的各种软件,用来接收、打开、浏览、打印或下载电子账单、电子通知书及/或电子发票的电子邮件。

- a)本行可不时订定或修改有关本服务的范围、细节和/或本章则条款的规定,并可随时及不时更改或增减有关服务,而毋须事先通知客户或取得客户的同意。
- b) 如本行发出以上第3a条所述更改的通知,本行将全权决定该通知的形式。

4. 本服务的使用

- 一预留接收电子账单的邮箱用户均被视为有权代表公司通过该等指定邮箱进行银企对账。
- h) 客户承诺将赔偿本行因提供本服务而造成或导致本行蒙受、承担或招致的任何性质的诉讼、索偿、要求、责任、亏损、损失、成本及开支。

- 客户确认其已独立、充分地了解、承认并接受适用本服务可能涉及的一切风险,包括(但不限于)电子账单、电子通知书及/或电子发票被拦截、监视、延迟、修改、破坏,或未经客户授权而向他人发送或披露等的风险。
 8户必须负责对其电子邮件密码,电子账单、电子通知书及/或电子发票、注册电子邮箱及终端设备的妥善使用、保管和保密,并采取一切必要的措施,防止他人未经授权或恶意查阅或使用该等电子账单、电子通知书及/或电子发票、电子邮件密码资料或其它有关客户的保密信息。
- c) 本行发出的电子邮件只限单向传送,客户不应回复任何声称由本行发出的该等邮件。 d) 客户切勿按照声称是由本行通过本服务或任何电子邮件发出的要求而提供客户的账号或密码等资料。无论在何种情况下,本行都不会提出此等要求
- e) 客户切勿点击或试图连接声称是由本行发出的电子邮件所指示(或显示)的网站链接,及在此链接屏幕上输入/提供客户的任何资料(包括但不限于账号或密码等)。 无论在何种情况 , 本行都不会提出此等要求。
- f) 本行就本服务发出电子邮件的地址已列示在相关申请表格中,客户应对收到的电子邮件进行检查、验证及核实。包括但不限于发件人的电子邮件地址或网址,以核实该电子邮件
- 是否确由本行发出。本行可不时更改该电子邮件发送地址,而毋须事先通知客户或取得客户的同意。如本行作出此等更改,本行将以适当的方式通知客户。 g) 如有任何事宜可能影响本行提供或客户使用本服务,包括但不限于任何电子邮件出现不寻常情况,或客户怀疑电子邮件密码泄露,可能致使他人未经授权擅自查阅或使用客户的 终端设备、注册电子邮箱,可能导致客户电子账单、电子通知书及/或电子发票、密码资料或客户的其它保密信息泄露等,客户应立即通知本行。

6. 责任

- a) 基于本服务的性质,如客户因使用本服务而对客户的资料、软件、电脑、终端设备或其它设备造成任何直接、间接或连带损失或损害,本行不承担任何责任,除非该损失或损害 完全并直接由本行的重大过失或故意恶意行为所造成。在任何情况下,本行不承担客户因电子邮件固有的风险而产生的任何直接、间接或连带损失。 b) 如客户声称未收到或未及时收到电子账单、电子通知书及/或电子发票,而本行记录显示电子邮件已经成功发送,则该电子账单、电子通知书及/或电子发票将被视为已送达客
- 户,且本行不承担任何责任。

7. 收费

本行保留随时或本行认为必要时就本服务征收费用的权利。

8. 本服务暂停或终止

- a) 客户可以随时经通知本行,终止或暂停本服务。 b) 本行可随时决定终止或暂停本服务,而毋须事先通知客户或取得客户的同意。
- c) 本服务的终止或暂停,不影响客户与本行在本服务终止或暂停之前的权利、义务和责任。

- a)本行未能行使或延迟行使本章则条款下的任何权利、权力或特权,并不构成放弃此等权利、权力或特权。任何单独或部分行使权利、权力或特权,亦不妨碍其进一步行使该等权利、权力或特权,或行使其他权利、权力或特权。本行享有的任何救济,并不排除其他任何救济,以及现在或将来根据法律法规享有的其他救济措施。 b)本章则条款内任何条款若按任何适用的法律被宣称或判定为违法、无效或不可执行,均不会影响本章则条款内任何其他条款,其他条款仍具有完全的有效性和效力。

10. 管辖法律

本条款受中华人民共和国法律管辖。并据此诠释。