

To: The Manager 致：经理



HSBC Bank (China) Company Limited 汇丰银行（中国）有限公司

Office 分行 Date 日期

BUSINESS DEMAND DEPOSIT ACCOUNT CLOSURE REQUEST FORM 商业客户关闭活期账户申请表

NOTE: 1. Please complete and tick (✓) where applicable. 请填写并在适当的方格内划上钩号 (✓)。  
注意 2. All foreign exchange accounts are subject to Foreign Exchange Control. 所有外汇账户均受外汇管理法规监管。

( ) On please close our Account Number  
请于 日关闭本单位以下账户

( ) (Applicable to Dormant/Unclaimed Account only) on please reactivate and then  
immediately close our Account Number  
(仅适用于睡眠 / 静止账户) 请于 日激活并立即关闭本单位以下账户

The balance is to be 账户余额及 / 或利息请按如下方式处理

- ☐ drawn in Cash/Travellers Cheques/Bank Draft/Cashier's Order  
付现金 / 旅行支票 / 汇票 / 本票
- ☐ used to open a new Demand Deposit Account in our name(s)  
用于以本单位名义另开一新的活期账户
- ☐ credited to Demand Deposit Account Number in name of  
存入活期账户号码 客户名称
- ☐ transferred to the bank below, by Mail/Telegraphic Transfer  
以信汇 / 电汇汇交下列银行

Future Correspondence Address 以后通讯地址

Reason for Account Closure 关闭账户理由

	Yes 有	No 无	
<sup>1</sup> Unpresented Cheque(s) <sup>1</sup> 尚未兑现之支票			Instructions 指示
<sup>1</sup> Unused Cheques enclosed <sup>1</sup> 附还用剩之支票			If yes, Cheque Nos. from to . 如果有, 支票号码从 到 。  <sup>2</sup> If there are unused cheques which cannot be returned, please state the reason: <sup>2</sup> 如果有用剩的支票但无法交回, 请说明无法交回的原因:
Standing instruction(s) 常行指示			<input type="checkbox"/> Cancel with immediate effect . 立即取消 <input type="checkbox"/> Transfer to A/C No. . 将该常行指示转移至账户号码

<sup>1</sup>Applicable to Cheque Accounts only 只适用于支票账户  
<sup>2</sup>Customer shall bear any and all losses caused due to failure to return unused cheque(s), in no event shall the Bank be held liable for such loss(es).  
客户未按相关规定交回用剩之支票而造成的一切损失, 由客户自行承担。银行在任何情况下均不对此等损失承担责任。

Other Instructions 其他指示

NOTE:The above instructions may be subject to Foreign Exchange Control. 注意：上述指示可能受外汇管理法规监管。

We understand that the Bank accepts no responsibility for any loss or delay which may occur in the transfer, transmission and/or application of funds or (in the case of remittance by telegraphic transfers) for any error, omission or mutilation which may occur in the transmission of any message or for its misinterpretation when received and We agree to indemnify the Bank against any actions, proceedings, claims and/or demands that may arise in connection with such loss, delay, error, omission, mutilation or misinterpretation.

我们理解贵行对转账、电文拍发及 / 或专款动用或（如用电汇）过程中可能发生的任何丢失或延误、或对拍发电文时可能发生的任何差错、遗漏或破损或接收电文时传译谬误等均不须承担责任，我们同意保障贵行在可能由此等丢失、延误、差错、遗漏、破损或误译等引致的任何法律行动、诉讼、索偿及 / 或要求赔款中免受任何损失。



Customer Signatory(ies)/Chop(s) 客户签章

- Notes:
- For Domestic Entity:
    - Legal Representative/Person-in-Charge’s Signature plus Company Chop are mandatory.
    - When the to-be-closed account has balance and/or interest, the proper authorized signatory(ies)/Chop(s) should also be applied.
  - For Overseas Entity:
    - Proper Authorized Signatory(ies)/Chop(s) is mandatory.

签署说明

- 境内机构
  - 必须由法定代表人 / 单位负责人签字并加盖公司公章。
  - 当该账户有余额及 / 或利息需处理，则客户还需提供相应的授权签字人签章。
- 境外机构
  - 客户只需签署相应的授权签字人签章。