

Closing of Account Form

取消帳戶表格

Date 日期: _____

Account Name 帳戶名稱: _____ Account Number 帳戶號碼: _____

Instruction Details 指示資料

☐ I/We would like to close the account mentioned as above with your company.

請取消本人在貴公司上述帳戶

Cash Balance Instruction 現金結餘指示

Please remit the remaining cash balance to the following bank account: 請把帳上的現金餘額存入以下的銀行帳戶:

☐ Designated Bank Account 常設指定銀行帳戶

☐ Specified Beneficiary below 單次指示如下

Beneficiary Name 收款人名稱		Beneficiary A/C No. 收款人帳戶號碼	
Bank Name 銀行名稱		Bank Identifier (Swift Code) 銀行識別代碼	
Bank Address 銀行地址		IBAN 國際銀行帳戶號碼	

Correspondent Bank Details (for Telegraphic Transfer) 收款銀行之代理行(適用於電匯)

Bank Name 代理行名稱		Bank Identifier (Swift Code) 代理行銀行識別代碼	
Bank Address 代理行地址		Bank A/C No. 代理行對應帳戶號碼	

Remittance Information (if necessary) 匯款資料 (如適用)

Reasons for Closing Account 取消戶口原因

- ☐ Relationship Manager left 業務離職
☐ Not Trading in the near future 短期內不會買賣
☐ Leaving Hong Kong 離開香港
☐ Commission or Service fees too high 佣金或服務收費過高
☐ Not satisfied with the service of Relationship Manager or Customer Service Officer 不滿意業務/客戶服務員的服務
☐ Other reason 其他原因: _____

Clients / Authorized Person Signature(s) (All account holders of joint account must sign jointly. 所有聯名客戶入須簽署)

客戶或獲授權人簽署

FOR OFFICE USE ONLY

Internal Ref.:	Prepared by RM/CSO:	Approved by:	Payment by:	Checked by:	A/C Closed By	Checked by: