

SMARTCARD REQUEST FORM FOR CCASS/CCMS USER

To : Cash & Derivatives Clearing Operations
 Hong Kong Exchanges and Clearing Limited
 30/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong

Date : _____

CCASS/HKCC/SEOCH Participant / Designated Bank ID : _____ Full Name : _____

Maintenance Request : **A** = Add new User **RS** = Replace damaged Smartcard

	Maintenance Request [A / RS]	User Name		User ID
		Surname	Other Names(s)	
1.	[]	_____	_____	_____
2.	[]	_____	_____	_____
3.	[]	_____	_____	_____
4.	[]	_____	_____	_____
5.	[]	_____	_____	_____

<u>For Office Use Only</u>		
Ref.No.: _____		
<u>User ID</u>	<u>Smartcard Serial Number</u>	<u>Password</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

Remarks : (1) For “A”, please fill in User Name only.
 (2) For “RS”, please fill in both User Name and current User ID.

FOR & ON BEHALF OF _____

- Tick whichever is appropriate
- [] _____ smartcard(s) is / are attached for reuse.
- [] Order _____ new smartcard(s), total for HKD _____ (@HKD250.00).
1. For **CCASS Participants**, the above charges will be debited from your CCASS Money Ledger (Billing A/C 05).
 2. For **HKCC / SEOCH Participants**, the above charges will be debited from your CCMS House Account.
 3. For **CCASS Designated Banks**, please issue cheque payable to “Hong Kong Securities Clearing Company Limited”.

 Authorised Signature(s) (with company chop, ONLY applicable if it forms part of your signing instruction)

Signature Verified by	Date
Prepared/Checked by	Date
Reviewed by	Date
Updated by	Date