

Your request will normally be processed by HKSCC in five working days upon receipt of your form. On completion, HKSCC will confirm to you in writing the effective date for your new list of authorised signatories to start operation. 結算公司將於收到貴戶的表格後五個工作天內處理貴戶的要求。完成之後，結算公司將以書面形式通知貴戶可開始使用獲授權簽署人士新名單的生效日期。

To: Customer Service Centre  
 Hong Kong Securities Clearing Co Ltd  
 1/F One & Two Exchange Square  
 8 Connaught Place Central Hong Kong

致：客戶服務中心  
 香港中央結算有限公司（「結算公司」）  
 香港中環康樂廣場八號交易廣場一座及二座一樓  
 (Enquiry Tel. No. 查詢電話號碼 2979-7888)

From: \_\_\_\_\_

English Full Name of Investor Participant  
 投資者戶口持有人的英文全名

Participant ID: [ ] [ ] [ ] [ ] [ ] [ ]  
 參與者編號

### 1. Details of Change 更改詳情

New List of Authorised Signatories (may appoint up to six persons) 獲授權簽署人士的新名單〔最多可委任六名人士〕

No.	Full Name in English 英文姓名	No.	Full Name in English 英文姓名
1		2	
3		4	
5		6	

Signing Instruction 簽署指示 (  Please tick "✓" in appropriate box(es) 請在適當的方格內填上“✓”號):

Any one of them signing alone shall be valid. 他們當中的任何一位單獨簽署為有效

Any two of them signing jointly shall be valid. 他們當中的任何兩位共同簽署為有效

Others, please specify 其他，請敘明 \_\_\_\_\_

### 2. Prescribed Documents Submitted with this Form 必須隨本表格遞交的文件

- 2.1 Completed and signed New List of Authorised Signatories with Specimen Signatures;  
 已填妥及簽署的獲授權簽署人士的新名單及簽名式樣；
- 2.2 Certified True Extract of Minutes of the Board of Directors authorising the aforesaid change of Authorised Signatories by a director or the company secretary, or such equivalent document; and  
 由一名公司董事或公司秘書核證的有關批准上述更改獲授權簽署人士的董事會決議摘錄或等同的文件；及
- 2.3 Certified true copies of the latest Annual Return (Form AR1) and all subsequent Notification of change of secretary and directors (Appointment / Cessation) (Form D2A) filed with the Companies Registry of Hong Kong by a director or the company secretary, or the equivalent documents.  
 由一名公司董事或公司秘書核證的已送交香港公司註冊處登記的最近期的周年申報表〔表格 AR1〕及所有其後的秘書及董事更改通知書(委任/離任)〔表格 D2A〕的副本。

### Signed by the Corporate Investor Participant 公司投資者戶口持有人簽署:

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

獲授權人士簽名(連同公司印鑑，只適用於該印鑑為貴戶簽署指示的一部分)

Name(s) of Signatory(ies) 簽署人姓名: \_\_\_\_\_

Date 日期: \_\_\_\_\_

For Office Use Only 公司專用				
Date Received:	Form checked and signature verified by:	Reviewed by: Date:	Effective Date:	Form Scanned by & date:
				Maker: Checker:

Notes on Personal Information Collection 收集個人資料之說明

Please refer to the hyperlink ([http://www.hkex.com.hk/eng/prod/clar/sec\\_clrsett/ipacctsvc/documents/npic.pdf](http://www.hkex.com.hk/eng/prod/clar/sec_clrsett/ipacctsvc/documents/npic.pdf)) to access the statement "NOTES ON PERSONAL INFORMATION COLLECTION" made by HKSCC in accordance with the Personal Data (Privacy) Ordinance of the Hong Kong Special Administration Region. 請查閱相關超連結 ([http://www.hkex.com.hk/chi/prod/clar/sec\\_clrsett/ipacctsvc/documents/npic.pdf](http://www.hkex.com.hk/chi/prod/clar/sec_clrsett/ipacctsvc/documents/npic.pdf)) 以獲取結算公司就香港特別行政區所頒布《個人資料(私隱)條例》而發出的“收集個人資料之說明”。

Certified True Extract of Minutes of the Meeting of the Board of Directors of \_\_\_\_\_

\_\_\_\_\_ (Company Name)

held on \_\_\_\_\_ (Date) at \_\_\_\_\_ (Time) at which a quorum was present.

Present :

Please tick “✓” in appropriate boxes below

**“IT WAS RESOLVED:**

1. **THAT** with effect from \_\_\_\_\_, the list of Authorised Signatories of the Company for giving written instructions to Hong Kong Securities Clearing Company Limited (“HKSCC”) in connection with any matters arising from the Company’s participation and operations in the Central Clearing and Settlement System (“CCASS”) which shall consist of not more than six persons according to HKSCC’s requirement be changed to the following and that

- any one of the Authorised Signatories signing alone shall be valid:  
 any two of the Authorised Signatories signing jointly shall be valid:  
 company chop must be affixed in addition to signature(s):  
 company chop is not required to be affixed in addition to signature(s):

**No. Full Name in English**

- (1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_  
(5) \_\_\_\_\_  
(6) \_\_\_\_\_

2. **THAT** the aforesaid changes be communicated to HKSCC in accordance with such requirements as HKSCC may prescribe for updating its records;
3. **THAT** the Company shall hold HKSCC harmless against any and all claims that may arise by reason of HKSCC acting on such written instructions of the Authorised Signatories and HKSCC shall incur no liability for or in respect of any such action; and
4. **THAT** these resolutions supersede all previous authorisations and be communicated to HKSCC and shall as between the Company and HKSCC be conclusive evidence of the passing of such resolutions and remain in force until amending resolutions to supersede them have been passed by the Company’s Board of Directors and communicated to HKSCC.”

**Certified By:**

\_\_\_\_\_  
(Signature)

Full Name of Signatory: \_\_\_\_\_

\_\_\_\_\_  
(Date Certified)

Position:  Director/  Company Secretary

**New List of Authorised Signatories and Specimen Signatures of Corporate Investor Participant** (may appoint up to six persons)  
**公司投資者戶口持有人的「獲授權簽署人士」新名單及簽名式樣** (最多可委任六名人士)

**Company Name in English 公司英文名稱：** \_\_\_\_\_

<b>Full Name of Signatory in English</b> <b>簽署人英文姓名</b> * Please delete as appropriate. 請刪去不適用者。	<b>Specimen Signature</b> (please sign in the middle of the box by using <u>black or dark blue ball pen</u> and do not let your signature touch or overlap any lines) <b>簽名式樣</b> (請用 <u>黑色或深藍色</u> 原子筆於方格正中央簽署，並切勿讓簽名與方格的任何行線重疊)
* Mr/Ms/Mrs/Miss (1)	
*Mr/Ms/Mrs/Miss (2)	
*Mr/Ms/Mrs/Miss (3)	
*Mr/Ms/Mrs/Miss (4)	
*Mr/Ms/Mrs/Miss (5)	
*Mr/Ms/Mrs/Miss (6)	
<b>Signing Instruction 簽署指示</b> (# please fill in words, e.g.: <u>Two</u> 請填寫文字，例如：兩)  Any # _____ signature(s) shall be valid. 任何# _____ 個簽名為有效。  Others (please specify) 其他(請註明): _____ _____ _____	<b>Company Chop Requirement (see * below) :</b> <b>公司印鑑要求 (詳見附註*):</b> <input type="checkbox"/> No 不必 <input type="checkbox"/> Yes (please stamp the chop clearly and do not let it touch or overlap any lines of this box) 必需 (清晰地蓋上印鑑，並切勿讓它與此方格的任何行線重疊)

\* Company chop is required ONLY if you are required to affix company chop to execute a document under the laws of your jurisdiction of incorporation, your articles of association or your company policy. 因應貴公司的註冊地點的當地法律、公司章程或業務細則的要求而在簽署文件時須加蓋公司印鑑。

For Office Use Only 公司專用			
Participant ID :	Signatures scanned by & date:	Signatures verified by & date:	Effective Date: