

**索取戶口結單副本／戶口結餘證明書申請表格**  
**Request for Account Statement Copy／Account Balance Confirmation**

致 新富證券有限公司 (“新富”)

To : Sanfull Securities Limited (“Sanfull”) (傳真號碼 Fax : 2545-3711)

客戶編號 :

Client A/C #: \_\_\_\_\_

客戶名稱 :

Client's Name: \_\_\_\_\_

本人／吾等 欲索取上述交易帳戶之：(請選擇一項或多項)

I/We hereby request the followings regarding the captioned account (Select one or more item):

- |  |                     |
|--|---------------------|
| <input type="checkbox"/> 日結單副本 <sup>1</sup>                        | 由 _____ 至 _____     |
| <input type="checkbox"/> Daily Statement Duplicates <sup>1</sup>   | From _____ to _____ |
| <input type="checkbox"/> 月結單副本 <sup>1</sup>                        | 由 _____ 至 _____     |
| <input type="checkbox"/> Monthly Statement Duplicates <sup>1</sup> | From _____ to _____ |
| <input type="checkbox"/> 戶口結餘證明書 <sup>2</sup>                      | 於 _____             |
| <input type="checkbox"/> Account Balance Confirmation <sup>2</sup> | As at _____         |

**Remark on Fees and Charges:**

- |  |  |
|--|--|
| 1) 3個月之內 Within 3 months                       | 免費 Free of charge                            |
| 4個月至12個月內 Within past 4 to 12 months           | 每份 \$150 per statement (最多20頁, Max 20 pages) |
| 1年以外 Over past 12 months                       | 每份 \$300 per statement (最多20頁, Max 20 pages) |
| 2) 每個戶口每份證明書 \$200 per account per certificate |  |

請選擇一項：

Please select one:

- 請郵寄以上文件到下述地址，並從本人／吾等 之上述戶口扣除所需費用。  
 Please deliver the above document(s) to the following address and charge the applicable fees to my/our above-mentioned account
- 本人／吾等 通訊地址 My/our corresponding address
- 其他地址：  
 Other location: \_\_\_\_\_

- 本人／吾等 將親臨下述地點提取以上文件及繳交所需費用；請致電 \_\_\_\_\_ 通知本人／吾等 前來索取。

I/We collect the above document(s) and pay the applicable fees in person at the following location; Please contact me/us at telephone number \_\_\_\_\_ for collection.

- 中環總行 Head Office at Central District
- 北角分行 North Point Branch Office
- 屯門分行 Tuen Mun Branch Office

客戶簽署

Client's Signature : \_\_\_\_\_

日期

Date : \_\_\_\_\_

<b>For Official Use Only:</b>			
Signature verified: _____	Date: _____	Input by: _____	Date: _____
Approved by: _____	Date: _____	Checked by: _____	Date: _____
Account Dept: _____	Date: _____		