



## STANDING INSTRUCTION REQUEST FORM

### 常行指示申请表

\*Please tick  as appropriate for below 请在适当框中打勾

#### Basic Information 基本资料

Date 日期:	
Account Name 客户名称:	
Account Number 帐户号码:	
Frequency 频次:	<input type="checkbox"/> Daily 每日 <input type="checkbox"/> Weekly 每周 <input type="checkbox"/> Fortnightly 每两周 <input type="checkbox"/> Monthly 每月 <input type="checkbox"/> Quarterly 每季度 <input type="checkbox"/> Half-yearly 每半年 <input type="checkbox"/> Yearly 每年 <input type="checkbox"/> Others 其他: _____
First Payment Date 首次付款日期:	
Last Payment Date 最后付款日期:	<input type="checkbox"/> _____ (DD 日/MM 月/YY 年) <input type="checkbox"/> Until Further Notice 直至另行通知

#### Type and Details of Arrangement 安排事项种类及资料

Amount 金额:	USD 美元
Beneficiary Name 收款人名称:	(English)
	(中文)

#### Bank and Account Details of Beneficiary (ies) 收款人银行及帐户资料

(1)  Alpen Baruch Bank 瑞通银行

Account Number 帐号:	
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(2)  Other Bank 其他银行 (Please fill in below required information 请填写以下有关资料)

Beneficiary (F59) 收款人	A/C No. 帐号:
	Address 地址:
	Country 国家:



Beneficiary's Bank (F57) 收款银行	Name 名称:  SWIFT Code 银行国际代码:  Address 地址:  Country 国家:
Intermediary Bank(F56) (if applicable) 中转银行 (如适用)	Name 名称:  SWIFT Code 银行国际代码:  Address 地址:  Country 国家:
Beneficiary/Remittance Information 收款人/ 汇款资料(F70) Reason for Payment (if applicable) 付款原因(如适用)	
Fund Transfer Charges (F71) 汇款费用	<input type="checkbox"/> All local and overseas charges borne by beneficiary (BEN) 收款人支付所有费用 <input type="checkbox"/> All local and overseas charges borne by remitter (OUR) 汇款人支付所有费用 <input type="checkbox"/> Local charges borne by remitter & overseas charges by beneficiary (SHA) 汇款人支付本银行费用及收款人支付其他银行费用
Special Instruction for Alpen Baruch Bank (F72) 特别指示给予瑞通银行	



### Declaration 声明

1. I/We understand that a charge will be debited from my/our account for each of the above arrangements; and for each payment requiring manual handling, a transaction charge will also be debited from my/our account.  
本人(等)明白上述每项安排的收费, 将会从本人(等)户口中扣取; 而上述常行指示如需人手处理, 亦将会从本人(等)户口中扣取。
2. I/We understand that I/We must maintain sufficient funds in the account one business day (before the close of Vanuatu office hours) before the payment date for the above arrangement and that a charge may be levied, at the Bank's discretion.  
本人(等)明白本人(等)须在指定的支款日期前一个营业日(瓦努阿图办公时间内), 户口内备有足够款项以支付上述安排, 若常行指示付款因存款不足而退回, 贵行有权收取费用。
3. I/We understand that the Bank will not be liable for any delay or failure to carry out the standing instructions where such delay or failure is attributable (whether directly or indirectly) to any cause beyond the Bank's control including any equipment malfunction or failure and under no circumstances shall the Bank be responsible to me/us for any consequential or indirect losses arising out of or in connection with the carrying out or otherwise of my/our instructions.  
本人(等)明白当贵行执行常行指示时, 若遇到任何非贵行所能控制的原因, 包括任何机件设备失灵或出现故障而(直接或间接)引致延迟或无法执行常行指示, 贵行毋须负责; 凡因或有关执行或不执行本人(等)指示而引致的任何直接或间接损失, 贵行亦毋须对本人(等)负责。

### Authorized Signatory (in accordance with signing mandate)

授权人签署 (与签署授权一致)

Name 姓名:

Contact No. 联络电话号码:



### FOR BANK USE ONLY

Fax Indemnity Place: YES/NO

AML Checked by:

Transaction Ref.:

Exchange rate:

Commission:

Inputted by:

Approved by:

Authorized by:

Remarks