

To: The Manager 致: 经理
 HSBC Bank (China) Company Limited 汇丰银行 (中国) 有限公司

Office 分行

Amendment/Enquiry/Cancellation Application Form of Payment Instruction 汇款资料更正/查询/取消申请书

Details of Original Remittance Instruction 原汇款指示详情:

Payment Date 汇款日期 ; Amount 金额 ; (TT Ref 汇款编码)

Amendment 更正
 Regarding the above Telegraphic Transfer, please amend the beneficiary information or payment message against the following information:
 请贵行根据以下正确资料修改上述汇款收款人资料或付款明细 (附言):

Correspondent Bank name & Address (代理行名称及地址)

Beneficiary's Bank name & Address (收款行名称及地址)

Beneficiary's name & Address (收款人名称及地址)

Beneficiary's account NO. (收款人账号)

Message (附言)

If the funds have not been returned to your bank, please send authenticated cable to amend the above beneficiary information.
 如果汇款未被退回, 请贵行发送电文更正以上收款信息。

If the funds have been returned to your bank, please issue a fresh payment according the above beneficiary information.
 如果汇款已被退回, 请贵行根据以上信息重新付汇:

Pay original remitting amount, debit the difference from my/our company account.
 按原汇款金额再汇, 差额从本人/本公司账户扣收

Pay the returned amount. 按退回金额再汇

Enquiry 查询
 Please make an investigation on the above Telegraphic Transfer, the enquiry for the purpose of
 请贵行查询上述电汇, 查询原因为 。

Cancellation 取消
 If the funds have not been returned to your bank, please send authenticated cable to cancel the above Telegraphic Transfer.
 如果汇款未被退回, 请贵行发送电文安排取消上述汇款。
 If the funds have been returned to your bank, please return the back funds to my original remitting account.
 如果汇款已被退回, 请贵行将退回款项退还至本人/本公司的原汇款账户。

Meanwhile, I/we confirm that the above Telegraphic Transfer: 同时, 本人/本公司确认此笔汇款:
 The return reason is 退款原因为 。

Please select the option for Goods returned 货物退运

Charges to be debited from 费用扣取自: My Account No. 本人账号号码 - -

Please read carefully about the overleaf conditions before filling in this application
 填写此申请书前, 请仔细阅读背面各项条款

Authorized Signature 预留银行签名/印鉴

Date 日期

I/We further acknowledge and agree this application shall be subject to any and all applicable general terms and conditions and relevant tariff of services in relation to remittance as published and updated by your bank on your website from time to time. In particular, I/we acknowledge and agree:

本人/本公司进一步确认并同意，本申请书应从属于任何及全部可适用汇款的一般章程条款及相关服务收费表的规定，该等规定由公布于贵行的网页并由贵行不时更新。特别是本人/本公司同意：

1. that each amendment, enquiry or cancellation fee will be charged CNY 200 equivalent and CNY 40 equivalent will be applied to each enquiry cable after first 5 cables in relation to the subject remittance, and all additional related overseas bank charges will be for our account.
每次修改费，查询费或者取消费为等值 200 元人民币整；若发出电报超过 5 份以上的，从第 6 份起每份另收取等值 40 元人民币；另加相关海外代理行的费用由本人/本公司支付。
2. that for cancellation requested by me/us, debit authority from beneficiary is needed if the funds has been credited to beneficiary's account. However, the above mentioned cancellation fee as well as related overseas bank charges will be charged no matter the funds been returned or not.
由本人/本公司发起取消汇款时，若收款银行已将此笔汇款存入收款人账户，退款须得到收款人的授权。而无论款项是否被退回，由此产生的取消费用及相关海外代理行的费用由本人/本公司支付。
3. that applications received after 15:00 p.m. of each banking day or received on a non-banking day shall be deemed to have been received on the next banking day.
在每个银行营业日 15:00 之后或非银行营业日收到的申请将视为在下一个银行营业日收到。

Agreement on acknowledgement

是否同意以上条款

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Message (附言)

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 如果汇款未被退回, 请贵行发送电文更正以上收款信息。

If the funds have been returned to your bank, please issue a fresh payment according the above beneficiary information.
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Pay original remitting amount, debit the difference from my/our company account.
 按原汇款金额再汇, 差额从本人/本公司账户扣收

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 If the funds have been returned to your bank, please return the back funds to my original remitting account.
 如果汇款已被退回, 请贵行将退回款项退还至本人/本公司的原汇款账户。

Meanwhile, I/we confirm that the above Telegraphic Transfer: 同时, 本人/本公司确认此笔汇款:
 The return reason is 退款原因为 。

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Authorized Signature 预留银行签名/印鉴

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第二联 客户留存联

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本人/本公司进一步确认并同意，本申请书应从属于任何及全部可适用汇款的一般章程条款及相关服务收费表的规定，该等规定由公布于贵行的网页并由贵行不时更新。特别是本人/本公司同意：

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