

**中銀信用卡 / 中銀尊卓白金商務卡 / 中銀商務卡調整信用額度申請表格**  
**BOC Credit Card / BOC Elite Platinum Commercial Card / BOC Commercial Card**  
**Credit Limit Adjustment Application Form**

致：中銀信用卡(國際)有限公司  
To : BOC Credit Card (International) Ltd

傳真號碼 Fax Number : (852) 2589 4811  
如已傳真，請勿郵寄，以免重複 To avoid duplication, please do not mail faxed form.

**持卡人資料 Cardholder Information**

信用卡號碼  
Credit Card No. :  -  -  -

信用卡持卡人姓名  
Cardholder's Name :  身份證號碼  
ID Card No. :

日間聯絡電話  
Daytime Contact Tel No. :  公司電話號碼  
Office Tel No. :

如欲調整額度之信用卡為『個人中銀信用卡』或『中銀尊卓白金商務卡』，請填寫以下資料<sup>(1)</sup>：

For "BOC Personal Card" or "BOC Elite Platinum Commercial Card" credit limit adjustment, please fill in the following details<sup>(1)</sup>：

任職公司名稱  
Company Name :

業務性質  
Nature of Business :  職位  
Position :  月薪  
Monthly Income :

如欲調整額度之信用卡為『中銀商務卡』，請填寫以下資料<sup>(2)</sup>：

For "BOC Commercial Card" credit limit adjustment, please fill in the following details<sup>(2)</sup>：

公司名稱  
Company Name :

公司帳號  
Company A/C No. :

聯絡人姓名  
Name of Contact Person :  聯絡電話  
Contact Tel No. :

**調整信用額度要求<sup>(3)</sup> Credit Limit Adjustment Request<sup>(3)</sup>**

請在適當方格內填上『✓』號 Please "✓" in the appropriate box

本人/本公司欲  
I / The Company wish to  永久  
Permanently

臨時<sup>(4)</sup> 生效日由  至   
Temporarily<sup>(4)</sup> Effective From 日 DD 月 MM 年 YYYY until 日 DD 月 MM 年 YYYY

提高  減低 上述信用卡額度至  
Increase Decrease the above Card Credit Limit to \$

(信用限額以每港幣 1,000 元為單位。Credit limit will be rounded up to the nearest thousand and expressed in terms of thousands.)

原因 Reasons :

注意事項 Notes:

- 如欲調整額度之信用卡為『個人中銀信用卡』或『中銀尊卓白金商務卡』，請附上附有閣下姓名、帳號及最近兩個月薪金之銀行月結單或存摺；或最近一個月糧單；或最新稅單；如為非在職人士，請提供最近兩個月銀行戶口存款資料及其他資產證明。For "BOC Personal Card"/"BOC Elite Platinum Commercial Card" credit limit adjustment, please enclose copy of bank statement/passbook showing your name, account number and the latest 2-month salary or the latest monthly salary proof or the latest Tax Demand Note. For a non-working applicant, please enclose copy of the latest 2-month bank deposit documents and other asset proof.
- 如欲調整額度之信用卡為『中銀商務卡』，請附上 貴公司最近之資產負債表及損益表及最近兩個月之銀行月結單。For "BOC Commercial Card" credit limit adjustment, please enclose copies of latest company balance sheet/profit and loss statement and latest 2-month bank statements.
- 閣下所持有之港區中銀港幣個人信用卡及/或中銀銀聯雙幣信用卡將共用同一信用總額(商務卡、採購卡、Intown 網上卡及中銀循環「易達錢」除外)。如卡戶口的結欠金額在結單日當天超越原有信用額度，不論是否屬臨時調整信用額度生效日期，中銀信用卡(國際)有限公司將會收取超越信用限額手續費。The combined limit is to be shared as one single limit by all your personal BOC HKD Credit Cards and/or BOC CUP Dual Currency Card issued in Hong Kong (Commercial Card, Purchasing Card, Intown Virtual Card and BOC Express Cash Revolving Credit are all excluded). Overlimit handling fee applies whenever the outstanding balance on the statement date exceeds the account credit limit, be it an approved or a temporary credit limit.
- 臨時調整信用額度有效日期到期後，卡戶口的信用額度將回復至原有信用額度。The credit limit of a card account will revert back to its original level when the temporary limit ceases to apply.

**聲明及簽署 Declaration and Signature**

本人 / 本公司同意並授權中銀信用卡(國際)有限公司在審核本人 / 本公司調整現有信用額度的申請時，向信貸資料服務機構查閱本人 / 本公司及/或每名持卡人的信貸報告。  
I / The Company agree and authorize that BOC Credit Card (International) Ltd. may have to access my / the Company and / or each cardholder credit report from a credit reference agency in considering the application for the existing credit facilities adjustment.

客戶簽署 / 代表公司之簽名<sup>#</sup>  
Cardholder's Signature / Signature on behalf of the Company<sup>#</sup>

X

(請勿塗改 Please do not alter) 日期 Date :

<sup>#</sup> 如欲調整額度之信用卡為『中銀商務卡』，需由公司東主、兩位合夥人或授權人簽署及公司蓋章，簽署式樣必須與遞交帳戶申請表(表格一)之公司授權人或董事會決議案(表格三)之公司授權人簽署相同。

For "BOC Commercial Card" credit limit adjustment, application must be signed by the Owner or two partners or Authorized Company Officer with Company Stamp. Signature(s) must correspond with signature(s) on the Account Application Form (Form 1) and / or Board Resolution (Form 3) signed by the Authorized Company officer(s).

填妥表格後，連同上述所需文件寄回香港干諾道西 68 號中銀信用卡中心 20 樓，或傳真回(852) 2589 4811，或交回任何一間中國銀行(香港)/ 南洋商業銀行 / 集友銀行分行。

Please complete and mail this Form with the required documents to 20/F BOC Credit Card Center, 68 Connaught Road West, Hong Kong, or Fax to (852) 2589 4811, or return to any branch of Bank of China (Hong Kong) / Nanyang Commercial Bank / Chiyu Banking Corporation Ltd.