

自動轉賬/直接付款錯誤入賬通知表格
Auto-Pay / Direct Debit Mis-Transfer Report Form

致：恒生銀行有限公司
To: Hang Seng Bank Limited

請用正楷填寫，在適當方格內加上“√”或刪去不適用者*，填妥表格後交回本銀行任何一間分行。
Please complete in BLOCK LETTERS, “√” where appropriate or * delete whichever is not applicable, and return the completed form to any of our branches.

日期(日/月/年)
Date(DD/MM/YY)

甲部 Part A – 付款人資料 Transferor Information		
付款人名稱 Name(s) of Transferor		
付款人戶口號碼 Account No. of Transferor		
身份證/護照/公司註冊證號碼*/商業登記證號碼* HKID / Passport / CI No(s) / BR No(s).*	電話號碼 Contact No.	
乙部 Part B – 交易資料 Information of Transaction		
收款人(銀行戶口號碼/轉數快賬戶*) Transferee Identifier (Account No. / FPS Addressing*)	收款銀行/儲值支付工具* Transferee Bank / Stored Value Facility*	
付款人參考編號/交易參考* Debtor Ref. / Particular*		
錯誤入賬原因: (只可“√”一項) Reason for Mis-Transfer: (Please “√” one item only)		
<input type="checkbox"/> 錯誤輸入 Wrong Input		
<input type="checkbox"/> 系統錯誤 System Error		
<input type="checkbox"/> 其他: _____ (請註明) Others: _____ (Please specify)		
交易日期 Transaction Date	交易編號 Transaction Ref.	金額 Amount

丙部 Part C — 聲明 Declaration

本人/本司現確認，承認及同意如下：
I/We hereby confirm, acknowledge and agree to the following:

1. 上述金額存入收款銀行或儲值支付工具戶口乃因本人/本司錯誤所引致(「錯誤入賬」)。
The transfer of the said sum to the transferee's bank or stored value facility account was caused by my/our own mistake (the "Mis-Transfer").
2. 本人/本司要求及授權恒生銀行(「貴行」)代表本人/本司聯絡收到上述錯誤入賬的收款人和/或收款銀行或儲值支付工具，視情況而定，以通知收款人有關事宜並確認上述金額為錯誤入賬所得。如經確認，獲取收款人之授權將有關款項退回本人/本司。
I/We hereby request and authorize Hang Seng Bank Limited ("the Bank") to contact on my/our behalf the transferee and/or the transferee's bank or stored value facility, as the case may be, to which the said sum had been mistakenly transferred, to inform the transferee of the matter and confirm with the transferee if any funds were mis-transferred and, if so, obtained the transferee's authorization of returning the mis-transferred funds to me/us.
3. 除非得到收款人之同意及經收款銀行或儲值支付工具，視情況而定，收到退回款項，貴行並無責任將款項退回本人/本司。
The Bank is not obliged to make any refund unless the transferee agrees to do so and the transferee's bank or stored value facility, as the case maybe, has refunded the said sum to the Bank.
4. 本人/本司須在任何時間就貴行一切因或有關錯誤入賬，上述要求及/或退回上述款項予本人/本司而可能招致或遭受之任何法律行動、訴訟、控訴、索償、要求、責任、損失、損毀、成本及開支(包括但不限於全面彌償引致的法律費用及其他所有合理地招致而金額合理的開支，負責對貴行作出彌償)。
I/We will at all times hereafter fully indemnify the Bank for and against all actions, suits, proceedings, claims, demands, liabilities, losses, damages, costs and expenses (including, without limitation, legal fees on a full indemnity basis and other expenses of reasonable amount and reasonably incurred) whatsoever which may be incurred or suffered by the Bank as a result of or arising out of or in connection with the Mis-Transfer, this request and/or the Bank's refunding the said sum to me/us.
5. 本人/本司承認及同意貴行可將錯誤入賬之所有有關資料(如付款人及收款人姓名及戶口號碼，涉及金額及錯誤入賬原因等)提供予收款銀行或儲值支付工具，視情況而定，收款人及香港警務處如適當，作為錯誤入賬及上述要求跟進的用途。
I/We acknowledge and agree that the Bank may share all relevant information of the Mis-Transfer, such as the name and account number of the transferor and the transferee, the involved amount and the reason for Mis-Transfer, with the transferee's bank or stored value facility, as the case may be, the transferee, and the Hong Kong Police Force as appropriate for the purpose of handling the Mis-Transfer and this request.

付款人簽署 Signature(s) of Transferor

X

請用留存本行之印鑑簽署 Please use signature(s)/chop(s) filed with the Bank



銀行專用 For Bank Use

Authorised Signature(s):

Note:
Fax Switch No.: 9714