

上海商業銀行

SHANGHAI COMMERCIAL BANK

Return of Mis-transferred Fund Request Form 退回錯誤轉賬申請表

To: Shanghai Commercial Bank Limited (the "Bank")
致: 上海商業銀行有限公司 (「貴行」)

Date
日期: _____

Please complete the form with BLOCK LETTERS and return the completed form to any of our branches or e-mail to contact@shacombank.com.hk. Should you have any queries, please feel free to call our Customer Service Hotline on 2818 0282.
請以正楷填寫及在填妥表格後交回本銀行任何一間分行或電郵至 contact@shacombank.com.hk。如有任何查詢，請致電本行客戶服務熱線 2818-0282。

Please tick appropriate box (在適當方格內加上“√”) *Please delete as appropriate (請刪去不適用者) #Optional fields (可選擇填寫)

Part 1 Customer Information 第一部份 客戶資料	
Name of Transferor 轉賬人姓名	
Account Number of Transferor 轉賬人賬戶號碼	Contact Telephone Number 聯絡電話
Correspondence Address 通訊地址	
Notes 註: 1. The contact details provided above will be used for following up the case only. To update your contact information, please complete "Notice of Addition / Change of Contact Details" separately. 以上提供的聯絡資料只作跟進此個案用途。如需更改聯絡資料，請另行填妥「新增／更改聯絡資料通知書」。 2. A written acknowledgement of receipt will be mailed to the above correspondence address or the correspondence address maintained in the Bank's record if it is not provided in this form. 本行會在收到此表格後郵寄確認簽收信至 閣下上述提供的通訊地址。如 閣下沒有在此表格內提供該資料，則郵寄至 閣下於本行留存紀錄中的通訊地址。	

Part 2 Transaction Details 第二部份 交易內容		
Transaction Date 交易日期	Transaction Time# 交易時間#	Transaction Amount 交易金額
Transaction Channel 交易渠道 <input type="checkbox"/> Bank Branch 分行 <input type="checkbox"/> Internet Banking 網上銀行 <input type="checkbox"/> Others 其他: _____ <input type="checkbox"/> ATM 自動櫃員機 <input type="checkbox"/> Mobile Banking 手機銀行 <input type="checkbox"/> Phone Banking 電話銀行 <input type="checkbox"/> Shacom Pay (FPS) 上商支付(轉數快)		
Transaction Means 交易方式 <input type="checkbox"/> Cash 現金 <input type="checkbox"/> Cheque 支票 <input type="checkbox"/> Fund Transfer 轉賬 <input type="checkbox"/> Telegraphic Transfer /Chats* 電匯／本地同業撥賬*		
Transferee's Bank/Institution 收款銀行／機構	Transferee's Account Number/Identifier* 收款賬號／系統識別碼*	Transaction Reference Number# 交易參考編號#
Other Supporting Information (e.g. branch name, cheque no, ATM no. and location etc.)# 其他補充資料(如分行名稱、支票號碼、自動櫃員機編號及位置等) #		
Notes 註: For mis-transfers through FPS, please provide the relevant identifiers such as phone number, e-mail address and FPS identifier of the transferee. 如涉及「轉數快」錯誤轉賬，請於上述提供相關的系統識別碼如收款人手機號碼、電郵地址或快速支付系統識別碼。		

Part 3 Declarations and Signature 第三部份 聲明及簽署					
<p>1. I/We declare that all the information given and statements made in this form are correct and complete. 本人（等）聲明此表格內所填報的所有資料和聲明均屬正確和完備。</p> <p>2. I/We acknowledge that while the Bank will use its best endeavours to assist in my/our request for return of the above fund according to the information provided in this form, the Bank shall not be liable for its consequences and any charges and expenses to be incurred. The final result will be subject to the transferee's determination. 本人（等）知悉 貴行將根據此表格內所填報的資料盡力協助本人（等）退款要求，惟對其有關結果及所引起之任何收費和支出概不承擔任何責任。最終結果將取決於收款人的決定。</p> <p>3. I/We agree and authorize the Bank to share the information provided in this form (including my/our name(s), account number and the transaction details) with the transferee, the transferee's bank/institution and the intermediary banks (if any) for the purpose of handling this request. 本人（等）同意及授權 貴行將此表格內所填報的資料（包括本人（等）姓名、賬戶號碼及交易內容）透露予收款人、收款人銀行／機構及中介銀行（如有）以處理此退款要求。</p>					
	For Bank Use Only 銀行專用				
	Received Date				
	<table border="1"> <tr> <td>S.V.</td> <td>Approved By</td> </tr> <tr> <td></td> <td></td> </tr> </table>	S.V.	Approved By		
S.V.	Approved By				
Signature(s) of Customer(s)/ Authorized Signatory(ies) 客戶／授權簽字人員簽署 For verification purpose, please sign according to the specimen signature(s) filed with the Bank 請按照留存本行之印鑑簽署作核對用途。	Remarks				