

### Credit Card Direct Debit Authorization 信用卡直接付款授權書

#### Notes 注意事項

Please put a "✓" in the appropriate box(es) and complete this Direct Debit Authorization ("Autopay Form") in English BLOCK Letters. Please complete and return this Autopay Form to Credit Card Department, Shanghai Commercial Bank Limited at G.P.O.Box 8210, Hong Kong. For autopay settlement through Shanghai Commercial Bank ("our Bank" or "SCB") account, it takes about 2 weeks to process. For autopay settlement through other local bank account, it takes about 4 to 6 weeks to process. The autopay settlement is in effect when the word "AUTOPAY" shows underneath the latest payment date of your credit card statement. Your signature(s) should match with the signature record(s) of the designated bank account.

**HKD Credit Card Account to be charged to a designated account with our Bank / other local bank in HKD only:**

**\* RMB Credit Card Account can be charged to any designated HKD account with our Bank or other local bank. If choosing to pay in RMB, only RMB account at our bank is accepted.**

請在適當方格加「✓」號選擇及以英文正楷填寫此直接付款授權書（「自動轉賬表格」）。請填妥此自動轉賬表格寄回「香港郵政總局郵箱 8210 號 上海商業銀行有限公司信用卡業務部」收。如使用上海商業銀行（「本行」）賬戶辦理自動轉賬，需時約兩星期辦理。如使用其他本地銀行賬戶辦理自動轉賬，則需約四至六星期辦理。當自動轉賬生效後，信用卡月結單上的到期付款日下方會出印「AUTOPAY」字樣。表格上的簽名式樣須與指定銀行賬戶相同。

**港幣信用卡賬戶只可經由本行／其他本地銀行之指定港幣銀行賬戶支付；**

**\* 人民幣信用卡賬戶可選擇經由本行／其他本地銀行之指定港幣銀行賬戶支付。如選擇經由人民幣賬戶支付，則祇限於本行之人民幣賬戶。**

#### Terms & Conditions 條款及細則

I/We hereby authorize my/our below named Bank to effect transfers from my/our account to that of the below named beneficiary in accordance with such instructions as my/our Bank may receive from the beneficiary from time to time. I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us. I/We jointly and severally accept full responsibility for any overdraft (or increase in existing overdraft) on my/our account which may arise as a result of any such transfer(s). I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorized, my/our Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorization at any time on one week's written notice. I/We agree that any notice of cancellation or variation of this authorization which I/we may give to my/our Bank shall be given at least three working days prior to the date on which such cancellation/variation is to take effect. I/We understand and agree that if payment for RMB Credit Card account is to be charged to a designated account in HKD, then the required payment amount will be converted into RMB at a rate of exchange determined by Shanghai Commercial Bank Limited on the date of payment. Payment may also be made in RMB by charging to a RMB deposit account maintained with Shanghai Commercial Bank Limited.

本人／吾等現授權本人／吾等之下述銀行，（根據受益人不時給予本人／吾等銀行之指示）自本人／吾等之賬戶內轉賬予下述受益人。

本人／吾等同意本人／吾等之銀行毋須證實該等轉賬通知是否已交予本人／吾等。如因該等轉賬而令本人／吾等之賬戶出現透支（或令現時之透支增加），本人／吾等願共同及各別承擔全部責任。本人／吾等同意如本人／吾等之賬戶並無足夠款項支付該等授權轉賬，本人／吾等之銀行有權不予轉賬，且銀行可收取慣常之收費，並可隨時以一星期書面通知取消本授權書。本人／吾等同意，本人／吾等取消或更改本授權書之任何通知，須於取消／更改生效日最少三個工作天之前交予本人／吾等之銀行。本人／吾等同意及明白如支付所指定之港幣賬戶，償還人民幣信用卡賬戶款項，則上海商業銀行有限公司可於付款日按其釐訂之兌換價扣取所須款項折算為人民幣入賬。卡戶亦可選擇支付在上海商業銀行有限公司之人民幣存款賬戶作自動轉賬還款。

收款之一方（受益人）

Name of party to be credited (The Beneficiary)

SHANGHAI COMMERCIAL BANK LIMITED

銀行編號

Bank No.

0 2 5

分行編號

Branch No.

3 2 8

收款賬戶之號碼

Account No. to be credited

0 0 0 0 0 4 3 1 9

#### Payment Instruction 付款指示

On the monthly Latest Payment Date, please make the following payment to the below Shanghai Commercial Bank Credit Card Account(s) (including any subsequently changed credit card account(s) due to card replacement).

請於每月「到期付款日」支付下列款項予下述之上海商業銀行信用卡賬戶內（或日後因補發卡而重新提供之信用卡賬戶）。

☐ Full Payment of the Payment Due on the statement

☐ 月結單上「現欠款項」全數

☐ Minimum Payment Amount on the statement

☐ 月結單上「最低付款額」

☐ \_\_\_\_\_ of the Payment Due on the statement  
(1-99%) % 月結單上「現欠款項」之百分比

Payment percentage must be an integer. If the pre-set payment amount is less than the Minimum Payment Amount, the payment amount of that month will be altered to the Minimum Payment Amount, whichever is higher. If the Payment Due on the statement exceeds the assigned credit limit, then all interest, fees and charges including annual fees, plus the overlimit amount plus the designated percentage on the remaining balance will be debited from the account. If payment option is not indicated, Full Payment will be applied.

付款百分比必須為整數，若設定之每月付款指示低於當月之「最低付款額」，當月之繳付金額將以較高者為準。如月結單上「現欠款項」數額已超過所示之信貸限額，則應扣除之數額為所有利息收費（包括年費）加上逾額全數再加上餘數之指定百分比。如未註明付款方式，將全數付款。

#### HKD Credit Card Payment 繳付港幣信用卡賬項

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱

☒ HKD Bank Account  
港幣銀行賬戶

#### RMB Credit Card Payment (if applicable) 繳付人民幣信用卡賬項(如適用)

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱

☐ HKD Bank Account  
港幣銀行賬戶  
☒ SCB RMB Account \*  
上海商業銀行  
人民幣賬戶 \*

My/Our Name as recorded on Statement/Passbook 本人/吾等在結單存摺上之名稱

My/Our Name as recorded on Statement/Passbook 本人/吾等在結單存摺上之名稱

Bank No.  
銀行編號

Branch No.  
分行編號

My/Our Account No. 本人/吾等之賬戶號碼

Bank No.  
銀行編號

Branch No.  
分行編號

My/Our Account No. 本人/吾等之賬戶號碼

Name of Cardholder (Name of Debtor) 持卡人姓名(債務人之姓名)

Name of Cardholder (Name of Debtor) 持卡人姓名(債務人之姓名)

Credit Card Account Number (Debtor's Reference) 信用卡賬戶號碼(債務人參考)

Credit Card Account Number (Debtor's Reference) 信用卡賬戶號碼(債務人參考)

My/Our Signature(s) 本人/吾等之簽名

My/Our Signature(s) 本人/吾等之簽名

X

SV-HKD

X

SV-RMB

FOR BANK USE ONLY

Date 日期



## 銀聯雙幣信用卡 - 填寫「信用卡直接付款授權書」小貼士

### UnionPay Dual Currency Credit Card - Tips for completing "Credit Card Direct Debit Authorization"

上海商業銀行  
SHANGHAI COMMERCIAL BANK

Credit Card Customer Service Hotline : 2818 8236  
信用卡客戶服務熱線 : 2818 8236

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**HKD Credit Card Account to be charged to a designated account with our Bank / other local bank in HKD only.**  
**\* RMB Credit Card Account can be charged to any designated HKD account with our Bank or other local bank. If choosing to pay in RMB, only RMB account at our bank is accepted.**

請在適當方格加「✓」，並填妥此直接付款授權書（「自動付款表」）。請填妥並將此自動付款表交回上海商業銀行信用卡部，地址為香港郵政總局郵箱 8210 號。若透過上海商業銀行（「本行」或「SCB」）賬戶辦理自動轉帳，則約需兩週時間處理。若透過其他本地銀行賬戶辦理自動轉帳，則約需四至六星期辦理。自動付款安排生效時，信用卡賬戶下最近一期付款日期下方應顯示「AUTOPAY」字樣。您的簽名應與指定銀行賬戶的簽名記錄一致。  
**\* 人民幣信用卡賬戶可經指定之任何本地銀行賬戶或本行之人民幣賬戶支付。若選擇以人民幣支付，則本行之人民幣賬戶為唯一可接受之賬戶。**

此為銀聯雙幣信用卡之港幣賬戶，請於所示位置填寫賬戶號碼  
This is the UnionPay Dual Currency Credit Card HKD Account, please fill in the account no. in the section below

此為銀聯雙幣信用卡之人民幣賬戶，請於所示位置填寫賬戶號碼  
This is the UnionPay Dual Currency Credit Card RMB Account, please fill in the account no. in the section below

請選擇每月繳付月結單之安排  
Please select your monthly statement payment arrangement

請填寫銀行賬戶資料  
Please fill in bank account information

請填寫主卡持卡人信用卡賬戶資料  
Please fill in Principal Cardholder credit card account information

簽署必須與銀行賬戶相同  
Signature must be the same as that of your bank account

不可適用於其他銀行之人民幣賬戶  
Not applicable to RMB Account of other Banks

**Payment Instructions**

On the monthly Latest Payment Date, please make the following payment to the below SCB account(s) due to card replacement.

請於每月「到期付款日」支付下列款項予下述之上海商業銀行信用卡賬戶

Full Payment of the Payment Due on the statement  
月結單上「現欠款項」全數

Minimum Payment Amount of the statement  
月結單上「最低付款額」

Payment percentage of the Payment Due on the statement  
月結單上「現欠款項」之百分比 (1-99%)

Payment percentage of the Payment Due on the statement  
月結單上「現欠款項」之百分比 (1-99%)

付款百分比必須為全數，若設定之每月付款指示低於當月之「最低付款額」，當月之繳付金額將以較高者為準。如月結單上「現欠款項」數額已超過所示之信貸限額，則應扣除之數額為所有利息收費（包括年費）加上逾額全數再加上餘數之指定百分比。如未註明付款方式，將全數付款。

**HKD Credit Card Payment 繳付港幣信用卡賬項**

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱

My/Our Name as recorded on Statement/Passbook 本人/吾等在結單存摺上之名稱

Bank No. 銀行編號

Branch No. 分行編號

My/Our Account No. 本人/吾等之賬戶號碼

Name of Cardholder (Name of Debtor) 持卡人姓名(債務人之姓名)

Credit Card Account Number (Debtor's Reference) 信用卡賬戶號碼(債務人參考)

My/Our Signature(s) 本人/吾等之簽名

**RMB Credit Card Payment (if applicable) 繳付人民幣信用卡賬項(如適用)**

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱

My/Our Name as recorded on Statement/Passbook 本人/吾等在結單存摺上之名稱

Bank No. 銀行編號

Branch No. 分行編號

My/Our Account No. 本人/吾等之賬戶號碼

Name of Cardholder (Name of Debtor) 持卡人姓名(債務人之姓名)

Credit Card Account Number (Debtor's Reference) 信用卡賬戶號碼(債務人參考)

My/Our Signature(s) 本人/吾等之簽名

**FOR BANK USE ONLY**

SV-HKD

SV-RMB

Date 日期

CC-DDA- (09/2022)

In case of any discrepancy between the English and Chinese versions, the English version shall prevail. Issued by Shanghai Commercial Bank Limited

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