

開立賬戶所需提供的文件 — 社團
Documents Required for Account Opening – Society

經預約後，請攜備下列文件到指定的中銀香港分行辦理開戶手續。

After making an appointment, please bring the following documents to the designated branch of Bank of China (Hong Kong) Limited (the “Bank”) to open an account.

甲、公司登記文件

A. Company Registration Documents

- 警務處牌照課發出的社團註冊證明書
Certificate of Registration of a Society issued by Licensing Office, Hong Kong Police
- 社團註冊申請書(表格 1)
Application for Registration of a Society (Form 1)
- 組織章程/細則/規則或附例
Articles of association/Constitution/Rules or By-laws
- 由警務處社團事務主任核證的社團幹事名單
Current list of office bearers certified by the Societies Officer, Hong Kong Police

乙、有關主席、副主席/司庫及所有被授權簽字人的文件

B. Documents of the Chairman, Vice-chairman/Treasurer and all authorised signatories :
被授權簽字人總人數 Number of authorised signatories: _____

- 身份證明文件 Identification document
- 前用姓名/別名證明 (如有) Proof of former / other name(s) (if any)
- 國籍證明，例如：護照 (如非持有香港永久居民身份證) Proof of nationality, e.g. passport (if a person is not holding a Hong Kong Permanent Identity Card)

注意 Note :

1. 主席、副主席/司庫及所有被授權簽字人必須在開立戶口時出席本行分行。
The Chairman, Vice-chairman/Treasurer and all authorised signatories must present at the Bank for account opening.
2. 除上述文件外，如有需要，本行會要求客戶提供其他開戶資料及文件。
Apart from the documents listed above, we may further request you to provide other information and documents required for account opening, if necessary.