

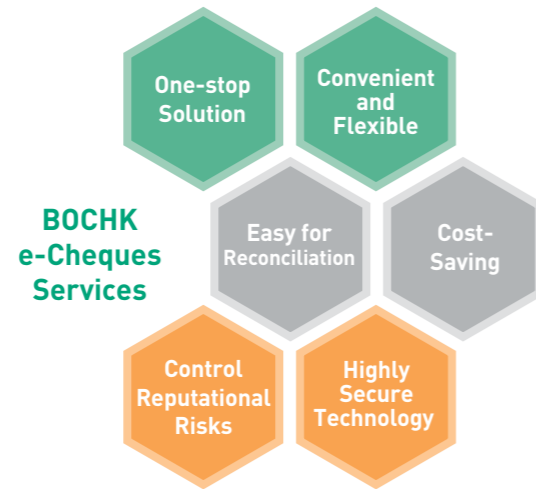
e-Cheques Services (Corporate)



One-stop Solution
New paperless payment and
collection experience



1. Features of BOCHK e-Cheques Services



- One-stop Solution** › Handle all electronic payments and collections via Internet Banking with ease
- Convenient and Flexible** › Enhance your operating efficiency by handling e-Cheque anytime and anywhere, without delivering or depositing paper cheque
- Cost-Saving** › Save the cost of handling and delivering paper cheque
- Easy for Reconciliation** › Use consolidated reports to trace the full processing cycle of e-Cheque
- Control Reputational Risks** › Avoid missing payments by issuing scheduled e-Cheque
- Highly Secure Technology** › e-Cheque is issued with Two Factor Authentication (2FA) and digitally signed with Public Key Infrastructure ("PKI") technology

2. Functions of BOCHK e-Cheques Services

Basic Functions	<ul style="list-style-type: none"> ▶ Allow single / bulk issuance and deposit of e-Cheque / e-Cashier's Order ("e-CO") ▶ Support same-day / scheduled e-Cheque issuance and deposit ▶ Accept post-dated e-Cheque issuance and deposit ▶ Email e-Cheque to one or more recipient(s) together with additional information ▶ Stop e-Cheque / e-CO ▶ Issue e-CO in currency which is different from the debit account ▶ Enquire the latest status and information of e-Cheque online ▶ Provide email / SMS notification
Special Functions	<ul style="list-style-type: none"> ▶ Provide "Consolidated Reports" ▶ Support "Insufficient Funds Notification and Auto Re-Issue e-CO" ▶ Customise e-Cheque layout ("Customised e-Cheque")

3. Features of e-Cheque

- ▶ Support HKD, CNY and USD e-Cheque and e-CO
- ▶ Validity period is 6 months
- ▶ Non-cash cheque, non-negotiable, non-transferable
- ▶ In PDF format, with e-Cheque logo on the face of e-Cheque
- ▶ Remarks on the face of e-Cheque for payment details
- ▶ Deliver via email or other electronic means
- ▶ Deposit via electronic means only
- ▶ Under the Bills of Exchange Ordinance, e-Cheque has the same legal status as paper cheque

4. How to use BOCHK e-Cheques Services?

Issue e-Cheque via BOCNET HK / CBS Online

- 1 Login Internet Banking*
- 2 Select e-Cheque issuance service
- 3 Enter information for e-Cheque issuance
- 4 Authorise e-Cheque transaction
- 5 Internet Banking generates and / or delivers e-Cheque file(s)^

Deposit e-Cheque via BOCNET HK / CBS Online

- 1 Login Internet Banking*
- 2 Select e-Cheque deposit service
- 3 Select deposit account number and upload the e-Cheque file(s)

Deposit e-Cheque via BOCHK E-Dropbox

- 1 Enter into BOCHK website (www.bochk.com) or BOCHK Mobile Application
- 2 Select e-Cheque deposit service
- 3 Enter deposit account number and upload the e-Cheque file(s)
- 4 Depositor can choose to receive transaction record via email

After issuing / depositing e-Cheque(s) via above channels, you can enquire e-Cheque status and file(s) via Internet Banking anytime and anywhere.

Remark

- * Primary User is required to set up the access rights of users for the first time.
- ^ You may email the e-Cheque together with additional information to the beneficiary via Internet Banking, or download the e-Cheque and send to the beneficiary via other secured electronic means.

For enquiry, please contact your Relationship Manager, or call Corporate Customer Service Hotline at **(852) 3988 2288**.

www.bochk.com

General Terms:

1. The above products and services are subject to the relevant terms. For details, please refer to the respective materials or contact our branch staff.
2. Bank of China (Hong Kong) Limited ("BOCHK") reserves the right to amend, suspend or terminate the above products and services and to amend the relevant terms at any time at its sole discretion without prior notice.
3. In case of any dispute, the decision of BOCHK shall be final.
4. Should there be any discrepancy between the English and Chinese versions of this promotion material, the English version shall prevail.

