

HSBC*net* Accounts and Services amendment schedule - Customer

Mail complete applications to:

The Manager
HSBC Bank Malta plc
Banking Operations, Payment Services
Mill Street Qormi
QRM 3103

HSBC*net*

HSBC 

Section	When to complete
Section 1 - Customer Details, Agreement Authority and Email confirmation	Always
Section 2 - Management Control Options	To switch from Sole to Dual System Administration or to allow existing System Administrators to create additional System Administrators.
Section 3 - Create new System Administrators	To create new System Administrators
Section 4 - Sole Transaction Control	To enable or disable Sole Transaction Control
Section 5 - Daily Transaction Limit	To increase or decrease your combined Daily Transaction Limit
Section 6 - Accounts and Services Schedule	To add new accounts to your existing HSBCnet profile, or to delete accounts from your HSBCnet profile, or to change the services on your existing accounts.
Section 7 - Cancel the Service	To cancel the service.
Section 8 - Customer Associate Letter of Authority	To add a new associated company to your main company profile.
Section 9 - For Bank Use Only	This section is for Bank use only.
Section 10 - HSBCnet Tariff	This section is for information purposes only.

▶ Customer Details

- Full Customer Name
- Company Registration Number
- Address
- Country
- Postal Code
- Principal Contact
- Telephone Number

We recommend that you complete this application in type-written form to help us process your application more efficiently.

▶ Agreement Authority

I/We refer to the HSBCnet Customer Agreement between the Customer and the Principal Bank and confirm that the Accounts and Services Schedule shall be amended in accordance with the attached Accounts and Services Schedule and that the Terms and Conditions shall be supplemented by the Terms and Conditions attached (if any) which shall be deemed to form part of the HSBCnet Customer Agreement as of the date set out below.

Signed for and on behalf of the Customer.

<input style="width: 225px; height: 25px;" type="text"/> • Full Name in BLOCK Letters	<input style="width: 225px; height: 25px;" type="text"/> • Full Name in BLOCK Letters
<input style="width: 225px; height: 25px;" type="text"/> • Job Title	<input style="width: 225px; height: 25px;" type="text"/> • Job Title
<input style="width: 225px; height: 45px;" type="text"/> • Signature of Authorised Representative*	<input style="width: 225px; height: 45px;" type="text"/> • Signature of Authorised Representative*
<input style="width: 225px; height: 25px;" type="text"/> • Date	<input style="width: 225px; height: 25px;" type="text"/> • Date

* The Authorised Representatives to sign here shall be those legal representatives that are expressly mentioned under the 'Legal Representation' clause of the Memorandum of the Customer or the Initial System Administrators being mentioned in the Customer's Board Resolution.

▶ E-mail Confirmation on the HSBCnet Amendment Schedule

If you would like to receive confirmation about the completion of the amendment, please specify the e-mail address of the contact person(s) here:

E-mail address 1

E-mail address 2

Amendment reference

• Indicates Mandatory field

Section 2 ▶ Management Control Options

HSBC recommends that System Administrators operate the System under dual authority. If your System Administrators are currently operating the System under sole authority, and you now require that they operate under dual authority please tick this box. Please note that we recommend you have at least three System Administrators to operate under dual authority.

- Switch from Sole to Dual Authority Note: An additional security feature of HSBCnet is that System Administration cannot be switched from Dual to Sole Authority.
- Allow System Administrators to create additional System Administrators

Section 3 ▶ Create new System Administrator

<ul style="list-style-type: none"> • Title / First Name <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 200px; height: 20px;" type="text"/> • Last Name <input style="width: 280px; height: 20px;" type="text"/> • Date of Birth <input style="width: 60px; height: 20px;" type="text"/> Contact Number <input style="width: 60px; height: 20px;" type="text"/> • E-mail Address <input style="width: 280px; height: 20px;" type="text"/> • Office Address <input style="width: 280px; height: 20px;" type="text"/> <input style="width: 280px; height: 20px;" type="text"/> • Country / Post Code <input style="width: 130px; height: 20px;" type="text"/> <input style="width: 100px; height: 20px;" type="text"/> • Signature <input style="width: 280px; height: 20px;" type="text"/> • Security Devices <input style="width: 20px; height: 20px;" type="checkbox"/> (please indicate quantity required) 	<ul style="list-style-type: none"> • Title / First Name <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 200px; height: 20px;" type="text"/> • Last Name <input style="width: 280px; height: 20px;" type="text"/> • Date of Birth <input style="width: 60px; height: 20px;" type="text"/> Contact Number <input style="width: 60px; height: 20px;" type="text"/> • E-mail Address <input style="width: 280px; height: 20px;" type="text"/> • Office Address <input style="width: 280px; height: 20px;" type="text"/> <input style="width: 280px; height: 20px;" type="text"/> • Country / Post Code <input style="width: 130px; height: 20px;" type="text"/> <input style="width: 100px; height: 20px;" type="text"/> • Signature <input style="width: 280px; height: 20px;" type="text"/>
---	---

Section 4 ▶ Sole Transaction Control

This functionality allows your System Administrators to nominate individuals to be able to input and authorize payment instructions [or restrict templates of specified types] without reference to another individual. Sole Transaction Control is entitled by payment type and at bank account level, meaning that all payments of the nominated type will be included under Sole Transaction Control. This enables the individual to operate outside the standard security controls and segregation of duties which are provided for in the HSBCnet system. As a result, any individual who has been provided with this privilege through the necessary entitlements could send a same-day or international payment without reference to another person. Please be aware that by choosing the Sole Transaction Control functionality you will diminish your ability to monitor and control payments by no longer requiring two Users to execute payments, and you will increase your risk of being defrauded.

- By checking the STC option, you acknowledge and agree that, notwithstanding any provision in the HSBCnet Customer Agreement:
 - (a) there are risks inherent in using the above-mentioned functionality including (without limitation), the risk of misuse of HSBCnet and the risk of fraud occurring;
 - (b) neither we, nor any member of the HSBC Group shall be responsible for any losses, liabilities or damages arising as a result or in connection with the use and/or misuse of Sole Transaction Control by your authorized User(s) or anyone else; and
 - (c) you will indemnify and hold us and any member of the HSBC Group harmless from all losses and liabilities incurred by us or any of them as a result of or in connection with, the use and/ or misuse of the above mentioned functionality by your authorized User(s) or anyone else.
 - (d) HSBC reserves the right to amend payment type daily limits, implement additional mitigating controls, and/or cancel the availability of the above functions in order to adequately manage the security and fraud risk to you and HSBC. In the event HSBC takes one of these actions, you will be given 30 days notification by physical mail and/or electronic channels.

▶ Dual Transactional Control

- Switch from Sole Transaction Control to Dual Transaction Control

Section 5 ▶ Daily Transaction Limit

Please specify your new combined daily transaction limit for all your available services, e.g. Inter-account transfers, Bill payments, Eurozone payments and Priority payments.

NOTE: Please cross through any unused sections

EUR

When Sole Transaction Control is enabled (a) the combined daily transaction limit cannot exceed EUR 500,000; and (b) Eurozone and Priority Payments are subject to a maximum daily limit of EUR 350,000.

Section 6 ▶ **Accounts and Services Schedule**

Please enter the name of the Account Holding Bank for the accounts listed below. You may copy this page if you have accounts with more than one Bank.

• Account Holding Bank:

Tick **only** one of the following options. Print additional pages if you require more than one type of amendment.

Accounts

If you wish to ADD the accounts listed below to your HSBCnet profile

If you wish to DELETE the accounts listed below from your HSBCnet profile

Services

If you wish to ADD the services available on the accounts listed below

If you wish to DELETE the services available on the accounts listed below

▶ **Account Details**

Current, Savings and Time Deposit accounts

Please tick this box if you want us to automatically add all your present and future accounts under this customer profile. In this case you only need to specify your main account and we will add all your present and future accounts automatically.

Note: This only applies for Current, Savings and Time Deposit accounts.

Account	Currency	AI	TRF	BP	EZ	PP	TD
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Loan and Credit Card accounts

Account / Card Number	Currency	AI
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Key to Services:

AI Account Information
 TRF Inter-Account Transfers
 BP Bill Payments
 EZ Eurozone Payment (SEPA)
 PP Priority Payment
 TD Time Deposit

Service charge account

To change the account from which you prefer HSBC to debit the fees and/or tariffs, please specify below.

▶ **Premium Service Options**

If you would like to enable one or more of the advanced features that HSBCnet has to offer please tick the appropriate boxes below. Please refer to the tariff document in section 10 for details of the applicable charges.

File Upload gives you the ability to transmit bulk payment instructions to the Bank, typically for salary payments.

please indicate the account number(s) you need to enable file upload for:

Report Writer gives you the ability to create customised reports, and together with Automated File Delivery you will be able to receive your reports directly in your inbox at the time that you need them.

Receivable Finance gives you the ability to access our invoice discounting online functions.

Internet Trade Services gives you the ability to perform the necessary import / export related transactions and enquiry from the comfort of your office.

(Please select your preferred report format if you have ticked the Internet Trade Services option)

Trade report format **Text** **CSV (spreadsheet)**

Section 7 ▶ **Cancel the Service**

If you would like to cancel the HSBCnet service, please tick here

NOTE: Please cross through any unused sections

▶ Customer Associate Letter of Authority

This Customer Associate section should be completed for each separate legal entity (company) whose accounts will be reported on HSBCnet for the Customer to access.

▶ Customer Associate Details

Enter the Full legal name of the Customer Associate whose accounts are to be loaded to the Customer's HSBCnet portfolio.

Customer Associate Name:	<input type="text"/>
Company Registration Number:	<input type="text"/>
Address:	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Post Code:	<input type="text"/>

To: Principal Bank (named above)

cc: Account Holding Bank(s) (named above)

From: Customer Associate (named above)

The Customer has entered into an agreement with the Principal Bank (the Customer Agreement) under which the Customer may use the relevant E-Channels from time to time to access, view and transact on certain bank accounts. We have appointed the Customer as our agent to access our accounts defined in the Customer Associate Accounts and Services Schedule or such other accounts as may be notified to you by the Customer or Customer Associate from time to time (the Accounts) in accordance with this Customer Associate Letter of Authority.

1. We hereby authorise the Principal Bank and the Account Holding Bank(s) to provide the Customer with access to the Accounts in accordance with this Customer Associate Letter of Authority.
2. We confirm the Customer is entitled to view and transact on and use the other services available via the respective E-Channels from time to time in relation to the Accounts. We confirm the Customer is entitled to agree on our behalf on applicable terms from time to time relating to the access and use of the Accounts.
3. We represent and warrant that we have full legal and corporate authority to appoint the Customer for the purposes stated herein.
4. Whenever We instruct the Principal Bank to provide the Customer with access to an Account in accordance with this letter, We will inform the Customer promptly of the instruction and the relevant Account details.

We shall be bound by all actions of the Customer taken in respect to the Accounts and shall ratify and confirm all things done by the Customer on our behalf in accordance with the purposes stated herein.

The appointment of the Customer shall remain in full force and effect until the day following seven (7) days after the Principal Bank receives written notice of revocation signed by our authorised signatory(ies) or until termination of the appointment of the Customer by operation of law. We have taken all necessary actions to authorise the entering into of this Customer Associate Letter of Authority, the person(s) who sign below have been duly authorised to sign this Customer Associate Letter of Authority, which, along with such authorisations, are in accordance with the applicable constitutional documents of the Customer Associate. This Customer Associate Letter of Authority is governed by and will be construed in accordance with the Governing Law set out in the section entitled Principal Bank and Governing Law in Section 1 of the Customer Agreement. The parties irrevocably submit to the non-exclusive jurisdiction of the courts of that named jurisdiction in respect to any proceedings which may be initiated in connection with this Customer Associate Letter of Authority.

Signed for and on behalf of the Customer Associate.

<input type="text"/>
Full Name in BLOCK Letters
<input type="text"/>
Job Title
<input type="text"/>
Signature of Authorised Representative*
<input type="text"/>
Date

<input type="text"/>
Full Name in BLOCK Letters
<input type="text"/>
Job Title
<input type="text"/>
Signature of Authorised Representative*
<input type="text"/>
Date

* The Authorised Signatories to sign here shall be those representatives that are expressly mentioned under the 'Legal Representation' clause of the Memorandum of the Customer.

NOTE: Please cross through any unused sections

▶ Customer Associate Accounts and Services Schedule

▶ Account Details

Current, Savings and Time Deposit accounts

Please tick in the box if you want us to automatically add all your present and future accounts under this associate customer profile. In this case you only need to specify your main account and we will add all your present and future accounts automatically.

Note: This only applies for Current, Savings and Time Deposit accounts.

Account	Currency	Account	Currency

Loan and Credit Card accounts

Account / Card Number	Currency	Account / Card Number	Currency

NOTE: Please cross through any unused sections

► **For Bank Use Only**

Originating Branch / Office:
or Relationship Manager

Total number of sheets of
paper in this application:

► **Authorised Bank Official Sign Off - For New to Bank Associates Only**

I confirm that all required HSBC Group and local KYC checks have been completed.

Authorised Signature:
(include signature number)

► **For Payment Services Use Only**

Customer ID:

Customer Type:

CMB BBU
 CMB BBM
 CMB MME
 CMB LC
 GBM
 Other

Service Required:*

Service Template:*

Service Proposition:*

I confirm that the Amendment and any/all Customer Associate Letters of Authority have been signed in accordance with the local E-Channels signing rules.

Application verified by:

Application verification
countersigned by:

Print Name:

Print Name:

Date:

Date:

* Note : only complete field if a change is required