

Transfer of Agreement(s) / Change of Company Name Application Form

Please return the completed application form in English with required document(s) by email to shm-fbhc-csc@fujifilm.com. For inquiries, please contact FUJIFILM Business Innovation Hong Kong Customer Support Centre at Hong Kong (852) 2513-2513 or Macau at (853) 2855-8008. 請以英文填寫此表格，並於填妥後連同相關文件電郵至 shm-fbhc-csc@fujifilm.com。如有任何查詢，請致電富士膠片商業創新香港客戶專線 香港 (852) 2513-2513 或澳門 (852) 2855-8008。

Please fill in ALL items in BLOCK LETTER. 請以正楷填寫各項資料。

*Hint: You can refer to the flowchart of Transfer of Agreement and Change of Company Name in page 2 and our sample completed application form in page 3. 你可閱讀第二頁的轉讓現有合約和更改公司名稱工作流程圖和第三頁的申請表樣本以作參考。

Section I - Please select the type of application with a tick 第一部份 – 請在適用的地方加上 ✓ 號

☐ **Transfer of Agreement(s)** – Please provide New Company Business Registration (B.R.)

轉讓現有合約 - 請提供新公司之商業登記證

(New customer is required to sign agreement(s) to supersede the current agreement(s). 新客戶需要簽署轉讓合約以取代現有合約。)

☐ **Change of Company Name** – Please provide Certificate of Change of Name (C.R.)

更改公司名稱 - 請提供公司更改名稱證書

(If no Certificate of Change of Name (C.R.) can be provided, such application will be handled as Transfer of Agreement(s) instead. 如客戶未能提供公司更改名稱證書，此申請將被視為轉讓現有合約之申請所處理。)

Section II - Current Customer Details 第二部份 – 現客戶登記資料

Company Name 公司名稱: _____

Customer No. 客戶編號: _____ Contact Person 聯絡人姓名: _____

Telephone No. 電話號碼: _____ Fax No. 傳真號碼: _____

Email Address 電郵地址: _____

Section III - New Customer Details 第三部份 – 新客戶登記資料

Company Name 公司名稱: _____

Customer No. 客戶編號: _____ Contact Person 聯絡人姓名: _____
(If any 若有)

Telephone No. 電話號碼: _____ Fax No. 傳真號碼: _____

Email Address 電郵地址: _____

Equipment Installation Address 器材安裝地址: _____

Invoice Address 發票地址 (If different from the above equipment installation address 若與上述器材安裝地址不同): _____

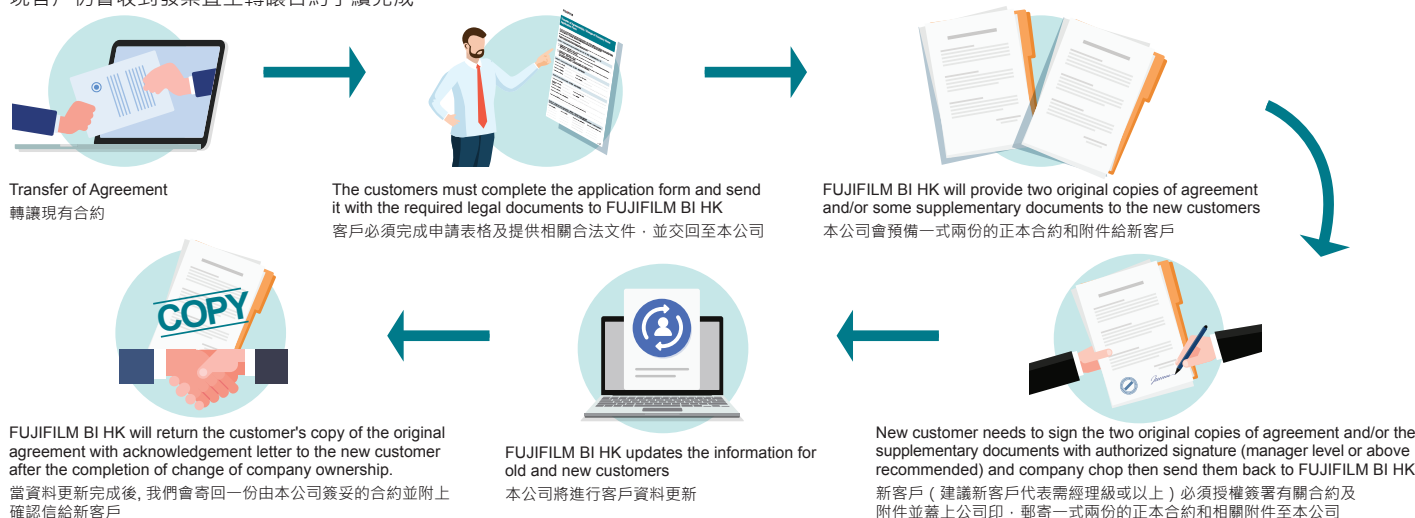
Section IV - Equipment under Agreement(s) 第四部份 – 現有合約下所包括之器材資料

(Our system record will be used if no End Meter Reading(s) is/are provided in section below 若客戶未能提供器材之最後咪錶讀數，本公司將以系統記錄為準。)

Model No. 器材型號:	Serial No. 機身編號:	End Meter Reading 最後咪錶讀數:	Effective Month(MM/YY) 生效月份 (月/年)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

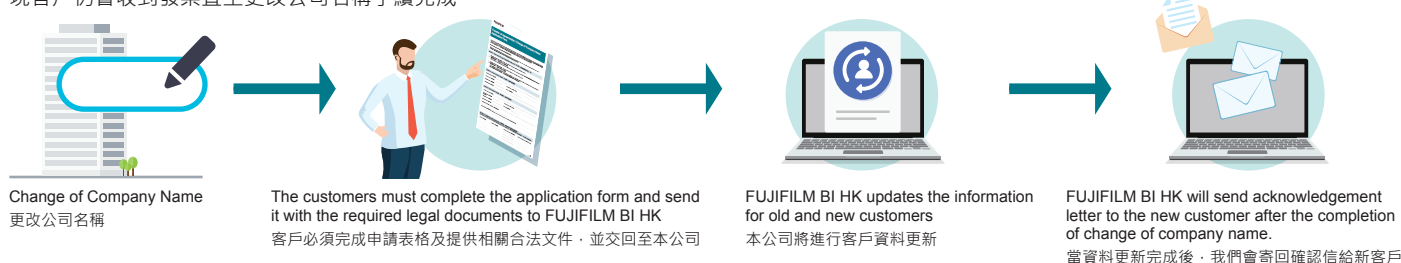
Transfer of Agreement process flow chart 轉讓現有合約流程圖 (6-8 weeks for reference)

The current customer will still receive the invoice until the transfer of agreement process is completed.
現客戶仍會收到發票直至轉讓合約手續完成。



Change of Company Name process flow chart 更改公司名稱流程圖 (2-4 weeks for reference)

The current customer will still receive the invoice until the change of company name process is completed.
現客戶仍會收到發票直至更改公司名稱手續完成。



Remarks:

- FUJIFILM Business Innovation Hong Kong Limited ("FUJIFILM BI HK") reserves the right to decline such application if both the Current (based on our record) & the New Customers do not duly sign this application form with company chops; or if no authorization letter(s) and/or legal documentation is/are provided.
- It is at FUJIFILM BI HK's sole discretion to decline such application if the required document and/or information cannot be provided by either the Current or the New Customer within 30 days from the date of application.
- The transfer of agreement(s) shall only be processed unless all overdue charge(s) of the Full Service Maintenance Agreement ("FSMA") / Fixed Price Rental Agreement ("Rental") / Document Solution Agreement ("DSP") under this application is/are settled.
- The New Customer shall be liable to continue the FSMA / Rental / DSP, according to the Terms & Conditions signed by the Current Customer, under this application.
- The amount of advance payment(s) or prepaid charge(s) made to the agreement(s) under this application shall be dealt or settled between the Current & the New Customers directly. FUJIFILM BI HK will not process any refund of such advance payment(s) or prepaid charge(s) to neither the Current Customer nor the New Customer which made to the agreement(s).
- Credit Reporting and Collection. Customer: (i) consents to the FBHK's collection, use, holding and/or disclosure of credit-related information about Customer, its officers and guarantors offered by Customer and (ii) agrees that FBHK may obtain a credit report from a credit reporting body about the commercial and (if natural persons) consumer creditworthiness of Customer and its officers and any guarantors. FBHK may use this report for the purpose of assessing the creditworthiness of those persons (or their capacity to guarantee any credit provided to Customer) and for collecting (or engaging any third party to collect) any overdue payments under FBHK's agreement.

備註:

- 現客戶及新客戶必須於此申請表格上簽署並蓋上公司印；或提交有關之授權書 / 合法文件，否則本公司有權拒絕客戶是次之申請。
- 現客戶或新客戶必須於申請日期起計之三十日內提供申請所需之文件 / 資料，否則本公司有權拒絕客戶是次之申請。
- 如需轉讓現有之「全面維修保養服務合約」/「定價租賃合約」/「文件方案合約」，現客戶或新客戶必須先清還有關合約之所有逾期未繳之費用，申請始為本公司所接納。
- 新客戶必須繼續承擔現客戶與本公司於較早前所簽訂之「全面維修保養服務合約」/「定價租賃合約」/「文件方案合約」，以及有關之條款及規則。
- 於提交轉讓現有合約申請前，現客戶及新客戶必須就有關合約之預繳或已繳之款項自行作出轉移或退款之安排。所有有關合約之預繳或已繳之款項將不獲本公司所退還。
- 信用報告和收集。客戶：(i) 同意本公司收集、使用、持有和 / 或披露客戶提供的有關客戶、客戶職員及擔保人的信用相關資料，以及 (ii) 同意本公司可以從信用報告機構獲取有關客戶、客戶職員及擔保人的商業和 (如果是自然人) 消費者信譽的信用報告。本公司可將信用報告用於評估這些人的信譽 (或他們向客戶提供信貸擔保的能力) 以及收取 (或聘請任何第三方收取) 本合約下的任何逾期付款。

Signed On Behalf of Current Customer

現客戶代表簽署

Signature & Company Stamp
簽名及公司印鑑

Name 姓名: _____ Title 職銜: _____

Date 日期: _____

Signed On Behalf of New Customer

新客戶代表簽署

Signature & Company Stamp
簽名及公司印鑑

Name 姓名: _____ Title 職銜: _____

Date 日期: _____

*If there is any inconsistency or ambiguity between the English version and the Chinese version, the English version shall prevail.
如英文版本和中文版本有任何不一致或不清晰之處，請以英文版本為準。

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☒ **Transfer of Agreement(s)** – Please provide New Company Business Registration (B.R.)
轉讓現有合約 - 請提供新公司之商業登記證
(New customer is required to sign agreement(s) to supersede the current agreement(s). 新客戶需要簽署轉讓合約以取代現有合約。)

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更改公司名稱 - 請提供公司更改名稱證書
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Section II - Current Customer Details 第二部份 – 現客戶登記資料

Company Name 公司名稱: CHAN TAI MAN & CO.

Customer No. 客戶編號: 123456 Contact Person 聯絡人姓名: MR. LEE

Telephone No. 電話號碼: 24682468 Fax No. 傳真號碼:

Email Address 電郵地址: ltf@chantaiman.com

Section III - New Customer Details 第三部份 – 新客戶登記資料

Company Name 公司名稱: ABC HONG KONG LIMITED

Customer No. 客戶編號: 987654 Contact Person 聯絡人姓名: MS YU
(If any 若有)

Telephone No. 電話號碼: 31234567 Fax No. 傳真號碼:

Email Address 電郵地址: ymy@abchk.com

Equipment Installation Address 器材安裝地址:
G/F, 3 HEE LOK ROAD, KOWLOON

Invoice Address 發票地址 (If different from the above equipment installation address 若與上述器材安裝地址不同):

FLT 2, 12/F, ABC COMM BLDG, 3 KWONG MING RD, HK

Section IV - Equipment under Agreement(s) 第四部份 – 現有合約下所包括之器材資料

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Model No. 器材型號:	Serial No. 機身編號:	End Meter Reading 最後咪錶讀數:	Effective Month(MM/YY) 生效月份 (月/年)
DC1VC3370CPS	134990	123456	APR 2021
DW7C001S	630B018FB008		APR 2021

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Signed On Behalf of Current Customer
現客戶代表簽署

申請人必須簽署及公司印鑑

Signature & Company Stamp
簽名及公司印鑑

Name 姓名: LEE TAI FU Title 職銜: MANAGER

Date 日期: 31 MAR. 2021

Signed On Behalf of New Customer
新客戶代表簽署

申請人必須簽署及公司印鑑

Signature & Company Stamp
簽名及公司印鑑

Name 姓名: YU MEI YAN Title 職銜: MANAGER

Date 日期: 31 MAR. 2021

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