

# Points to note for account application

Please refer to the following list on the required information and visit any of our branches for account application.

**a. If you are a Hong Kong permanent resident aged 18 or above, please provide:**

- Hong Kong identity card, and
- Residential address proof (applicable to integrated account and investment account applications), please refer to "Examples of address proof" section for details

**b. If you are a Hong Kong non-permanent resident aged 18 or above, please provide:**

- Identification document, for example,
  - 1) Hong Kong identity card and nationality proof, such as a valid travel document, a relevant national (i.e. government or state-issued) identity card bearing the individual's photograph, any government or state-issued document which certifies nationality, or
  - 2) A valid travel document with name, date of birth, nationality and travel document number, and
- Current residential address proof (applicable to integrated account and investment account applications), please refer to "Examples of address proof" section for details

**c. If you are a non-HK resident aged 18 or above and physically present in Hong Kong, please provide:**

- A valid travel document with name, date of birth, nationality and travel document number, and
- Current residential address proof (applicable to integrated account and investment account applications), please refer to "Examples of address proof" section for details

**d. If you are aged between 11 and 17<sup>o</sup>, please provide:**

- Identification document as mentioned in a, b or c above depending on your residency

Please visit our branch with your parent or guardian to apply for an account. We may need to verify and record your parent's or guardian's identity.

<sup>o</sup> Integrated account and investment account are not applicable to customers aged between 11 and 17

**We may also ask you to provide the following information where appropriate:**

- Employment information including occupation, employer/business and monthly salary
- Purpose of account
- Reasons for setting up account in Hong Kong
- Initial and ongoing sources of wealth and/or income
- Level of activity anticipated in terms of transaction amount and number of transactions
- Source and description of account opening fund
- Types of banking services to be used
- Jurisdiction of Residence (that is the place where the applicant is liable to taxation by reason of residence) and Taxpayer Identification Number or its Functional Equivalent (TIN)
- Full name (in English), date of birth, nationality(ies) and country of residence of any contributor who regularly makes payment into your account, with his/her consent regarding the personal information disclosure to the Bank

Please note that the above information is for your reference only. You may be asked to provide supplementary documents if necessary. We may also need to take a copy your identification document and address proof if it is deemed appropriate. The bank has discretion in deciding whether to approve the account application. If you have any questions, please contact our customer service on (852) 2233 3000 or visit any of our branches in Hong Kong.

Please inform us promptly if there are any changes to your information and respond promptly to request for information from us.

## Examples of address proof

The following list provides some examples of address proof.

1. A recent utility bill issued within the last 3 months
2. A letter from a Hong Kong employer together with proof of employment that confirms residence at a stated address in Hong Kong
3. A letter from a Hong Kong university or college that confirms residence at a stated address
4. A letter from a Hong Kong nursing or residential home for the elderly or disabled confirming the residence of the applicant
5. A letter from an immediate family member at which the individual resides confirming that the applicant lives at that address in Hong Kong, setting out the relationship between the applicant and the immediate family member, together with evidence that the immediate family member resides at the same address
6. Government rates demand note/tax demand note issued within the last 3 months
7. A current Hong Kong domestic helper employment contract stamped by an appropriate Consulate and a copy of the applicant's visa within validity date
8. A Hong Kong tenancy agreement which has been duly stamped by the Inland Revenue Department
9. A lawyer's confirmation of property purchase, or legal document recognising title to property
10. A record of a visit to the residential address by HSBC staff within the last month
11. An acknowledgement of receipt duly signed by the customer in response to a letter sent by HSBC to the address provided by the customer
12. Bank statement issued within the last 3 months
13. Mobile phone or pay TV statement issued within the last 3 months
14. Recent correspondence from a Government department or agency that is issued within the last 3 months
15. For non-Hong Kong residents, a government-issued photographic driving license or national identity card containing the current residential address or bank statements issued by a bank within the last 3 months
16. A statement issued by a licensed corporation\* or an authorized insurer<sup>†</sup> within the last 3 months

\* For the list of licensed corporations, please refer to the website of the Securities and Futures Commission (SFC) on its members:

<http://www.sfc.hk/publicregWeb/searchByName?locale=en>

† For the list of authorized insurers, please refer to the website of the Insurance Authority (IA) on its members:

[https://www.ia.org.hk/en/supervision/reg\\_insurers/\\_lloyd/register\\_of\\_authorized\\_insurers.html](https://www.ia.org.hk/en/supervision/reg_insurers/_lloyd/register_of_authorized_insurers.html)

## Remarks:

1. Permanent address proof is also required if it is different from the current residential address.
2. If the address proof is neither in English nor Chinese, an English/Chinese translation of the same document should be obtained. The translator (e.g. CPA, lawyer, notary public, domestic helper agency, translation company etc.) should sign and date the translated copy. The translator's name and position should also be provided clearly in capital letters and stamped with the company chop (if applicable).
3. Address proof with a Post Office box (P.O. box) or C/O address is not acceptable.
4. The acceptance of address proof may vary from time to time and is subject to our final decision.

