

FILLING GUIDE 填寫指引

To deposit securities firm/bank (“Outside Broker”) to your account in Tai Fung Securities Limited (“TF”), or withdraw securities from your TF account to Outside Broker, customer shall:

- 1) complete the “Securities Settlement Instruction Form” of TF;
- 2) arrange the Form to be signed by all the account holders;
- 3) the duly completed and signed Form to the Customer Service Department;
- 4) advise Outside Broker of the intended share transfer to/from TF. The settlement instruction for the transfer is:

Hong Kong Custodian Name: HKSCC
CCASS Participant ID: B01679
Participant Name: Tai Fung Securities Limited

Remarks for deposit of securities:

- please submit a separate Form for each Outside Broker from which you are transferring securities;
- the account name with Outside Broker must be identical to your name of your TF account;
- our Company will handle the instructions on the same business day if the instructions are received before 1:00 p.m. Otherwise our Company will handle the instructions on the next business day;
- the transfer of securities will be reflected in your TF account once the process is completed;
- you may only sell the securities after the securities has been reflected in your TF account.

如果閣下欲透過電子結算系統把證券/投資產品存入其大豐證券有限公司(「大豐」)的戶口，或從該大豐戶口調撥證券/投資產品至其於其它證券公司/銀行戶口，閣下須依照以下程序辦理有關手續：

- 1) 填妥大豐之「證券交收指示」表格；
- 2) 所有戶口持有人均須於交收指示內簽署；
- 5) 把填妥及簽署後的交收指示遞交到本公司；
- 3) 閣下亦須要通知對手證券公司/銀行有關調撥交易資料：

香港托管商名稱：香港中央結算有限公司
中央結算系統編號：B01679
參與者名稱：大豐證券有限公司

存入證券/投資產品注意事項：

- 如要將多間證券公司/銀行戶口內之證券轉至大豐戶口，請分別就每一證券公司/銀行戶口填寫一張交收指示；
- 原有證券公司或銀行之戶口登記姓名必須與閣下在大豐戶口之登記姓名相同；
- 於工作天下午 1:00 前收到的指示，本公司會即日處理；下午 1:00 後收到的通知將被撥入下一個工作天處理。
- 當我們收妥股票後，會盡快將其存入閣下的大豐戶口；
- 當股票完成轉戶手續後，閣下才可以賣出有關證券。

Customer Service Hotline (852) 2541 9120
客戶服務熱線：(852) 2541 9120

Fax : (852) 2541 0113
客戶服務傳真：(852) 2541 0113