

**申請圖則及合約副本**  
**REQUEST FOR FLOOR PLAN & AGREEMENT COPY**

客戶合約號碼 CS No.			
客戶名稱 Customer Name			
聯絡人 Contact Person		聯絡電話 Phone	
電郵 Email		傳真 Fax	
Please put a "✓" in the appropriate box and fill in the information, if required. 請在適當的方格內填上 [✓] 及填寫所需資料			
申請項目 Request Item	<input type="checkbox"/> 合約副本 Agreement Copy		
	<input type="checkbox"/> 平面圖則 Floor Plan		
	<input type="checkbox"/> 持匙人資料 Key Holder List		
申請用途 Purpose	<input type="checkbox"/> 購買保險 For Insurance Purpose		
	<input type="checkbox"/> 私人理由 For Personal Purpose		
	<input type="checkbox"/> 其他(請註明) Others (please specify)		
客戶簽署(需與合約相同) Customer Signature (same as agreement)		公司印章(需與合約相同) Company Chop (same as agreement)	
姓名及職銜 Name & Title		日期: 日/月/年 Date: dd/mm/yyyy	
<p>填寫表格後請簽署並蓋上公司印章(如適用), 傳真至 +852 2155 0228 或電郵至 cshk@secom.com.hk。 Please send the completed and signed application form with company chop (if applicable) by fax to +852 2155 0228 or email to cshk@secom.com.hk.</p> <p>當客戶交回已簽署的申請表格後客戶服務部會通過電話或電子郵件以確認你的申請。 Customer Service Department will confirm your application form by phone or e-mail after receipt of your request.</p>			
SECOM 24小時客戶服務熱線 SECOM 24 Hours Hotline		香港 Hong Kong +852-2155 0222	電郵 Email <a href="mailto:cshk@secom.com.hk">cshk@secom.com.hk</a>
<b>For SECOM Use Only SECOM 專用</b>			
Customer Service Rep.		Input Date	Verify By