

Date: _____

_____ Office

Ref: PROF

Dear Sirs,

REQUEST FOR BANK CONFIRMATION OF INFORMATION FOR AUDIT PURPOSES

A/C _____ **(Customer's Name)**

For the purposes of our annual audit please complete the attached form to show the following information relating to our affairs with your bank as at the close of business on _____. For each item, please state any factors which may limit the completeness of your reply; if there is nothing to report, stated "none".

Please confirm the position by completing the section headed " Bankers' Confirmation " on the final page of this request.

You are hereby authorized to return this request after completion and together with any remarks you may have to our auditors Lam, Lee & So C.P.A. Company Limited, of Unit 2605, Island Place Tower, 510 King's Road, North Point, Hong Kong. Tel: 2833 9918, Fax: 2832 9868.

You are hereby authorized to debit any charge for this service to our account number

It is understood that your reply to this request will in no way prejudice your rights in respect of your General Lien as Bankers.

Yours faithfully,

(Authorized Signature and Chop)

Item 1 Deposits, Fixed or at Call held in your books					
	Receipt No.	Date	Amount	Interest Rate	Due Date
Local Currency					
Foreign Currency					
Item 2 Savings Accounts held in your books					
	Account No.	Balance			
Local Currency					
Foreign Currency					

NOTE : Put " NIL " in spaces provided under items not applicable

Item 3 Current Account Balance/s held in your books. Please state whether in credit (Cr) or overdrawn (Dr)			
	Account No.	Balance	
Local Currency			
Foreign Currency			
Item 4 Loan Account Debit Balance/s (Excluding Loans in connection with Inward cargoes) in your books			
	Account No.	Balance	
Local Currency			
Foreign Currency			
Item 5 Accounts closed during the year to confirmation date			
	Account No.	Account Type	Date Closed
Local Currency			
Foreign Currency			
Item 6 Advances to Manufacturers and/or Packing Credits Account and/or Exports Loans granted			
	Account No.	Balance	
Item 7 Acceptances Outstanding in your books			
	Reference No.	Amount	
Bills Receivable by you (Banker)			
of which, goods released against Trust Receipt			
Bills held by You for Collection			

NOTE : Put " NIL " in spaces provided under items not applicable

Item 8 Partial payments held by you			
On account of Item 7	Reference No.	Amount	
Item 9 Irrevocable Letters of Credit Outstanding in your books			
	Reference No.	Balance Unutilized	Expiry Date
Item 10 Bills receivable by us (customer)			
Bills purchased by you (and outstanding at this date)	Reference No.	Amount	
Bills held by you for Collection			
Item 11 Marginal deposit held by you			
On account of Item 7 and Item 9	Reference No.	Amount	
On account of Item 10			
Item 12 Loans granted in connection with Inward Cargoes			
	Reference No.	Amount	Details of Cargo

NOTE : Put " NIL " in spaces provided under items not applicable

Item 13 Guarantees				
Given by you on our behalf	To Whom Issued	Amount		
I) Shipping Guarantees				
II) Others				
Received by you on our behalf				
Item 14 Foreign Exchange Contract Outstanding				
	Reference No.	Balance Unutilized	Rate	Delivery Date
Our (customer's) Sales to Bank				
Bank's Sales to us (customer)				
Item 15 Other direct or contingent liabilities to you				
Item 16 Securities and other documents of title held by you				
Against Facilities granted				
For Safe Custody				

NOTE : Put "NIL" in spaces provided under items not applicable

BANKERS' CONFIRMATION

We confirm that the balances and information which we have inserted under items 1 to 16 above are correct and complete.

This information is given in strictest confidence, for the purposes of your audit, without any responsibility for error or omission on the part of this Bank, its employees, agents or informants.

Manager

* Please delete as appropriate