

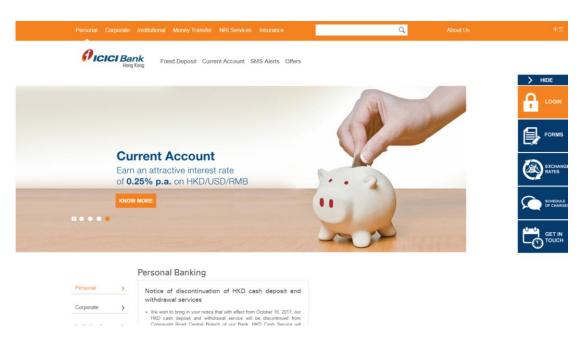
# Local Fund Transfer

- Section 1: Login Corporate Internet Banking (CIB)
- Section 2: Add Payee for Local Fund Transfer
- Section 3: View / Delete Payee for Local Fund Transfer
- Section 4: EFT Local Fund Transfer
- Section 5: Schedule Payment
- Section 6: RTGS Local Fund Transfer
- Section 7: E-statement
- Section 8: Profile

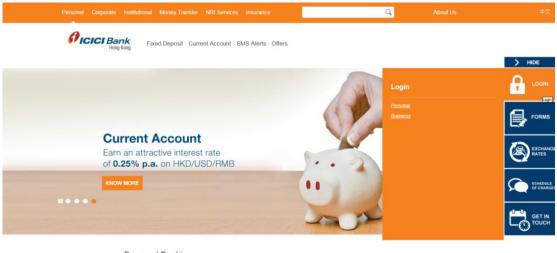


# Section 1: Login Corporate Internet Banking (CIB)

1. Access the Bank's official website at www.icicibank.hk.



2. Mouse-over "Login" at the right-hand-side menu and click "Business".







3. Enter "Corporate ID.User ID" & "Password" and click "Proceed" to login CIB.

Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper         Image: Composition of the sensitive information in any poper		
Login to         Corporate Internet Banking Hong Kong         Image: State of the security control of the security certificate by clicking on the payour internet browser. View all Security terms         Image: State of the security certificate by clicking on the payour internet browser. View all Security terms	(	
Corporate Internet Banking Hong Kong       • We have changed our menus and navigation to serve you be contact our branch or customer care for queries/support.         Image:		PLEASE ENSURE THE FOLLOWING BEFORE LOGGING IN:
Use CorporateID.UserID https://cib.icicibank.co.hk  Do not enter login or other sensitive information in any pop Use Virtual Keyboard  You have verified the security certificate by clicking on the payour internet browser. <u>View all Security terms</u>	king Hong Kong	<ul> <li>We have changed our menus and navigation to serve you better. Ple contact our branch or customer care for queries/support.</li> </ul>
<ul> <li>Use Virtual Keyboard</li> <li>You have verified the security certificate by clicking on the payour internet browser. <u>View all Security terms</u></li> </ul>		<ul> <li>The URL address on the address bar of your internet browser begin https://cib.icicibank.co.hk</li> </ul>
your internet browser. <u>View all Security terms</u>	••••••	Do not enter login or other sensitive information in any pop up wind
PROCEED		<ul> <li>You have verified the security certificate by clicking on the padlock in your internet browser. <u>View all Security terms</u></li> </ul>
<ul> <li>Forgot your sign on password? Click to Generate Password</li> <li>ICICI Bank Limited (Incorporated in India, the liability of its m limited)</li> </ul>	Xick to Generate Password	<ul> <li>ICICI Bank Limited (Incorporated in India, the liability of its members limited)</li> </ul>

4. If you have forgotten your password you can "Click to Generate Password" below "Proceed". Then enter the CorporateID and User Id.

1. Enter Corporate ID.User ID		
	CorporateID.UserID	
	Example: abc.rakesh	
	PROCEED	
2. Enter New Password & OTP		



2. Enter New Password & OTP			$\sim$
[105411] Please provide the One Time Password	I (OTP) sent to you for authentication.		
The password cannot consist of all the characters as a	are in your Username. For e.g.lf your Username is "Bob", then	your password cannot be "Bobby".	
Only letters and digits are not allowed. At least one of	these should be a special character. Usually, the character ye	ou get when you type in while keeping the "SHII	FT"
button pressed along with a number. For e.g. " # (SHI	FT 3)".		
Spaces are not allowed in the password.			
The Password should contain a minimum of 8 charact	ters and a maximum of 28 characters.		
Your new password cannot be the same as any of you	ır previous 3 password(s).		
The Password should contain at least 4 characters.			
	New Password		
	Confirm Password		
	Please Enter OTP here		
	Please wait for one minute to receive OTP		

- 5. Enter New Password, Confirm Password and then enter the 6 digit OTP sent to your mobile number, then click on "Submit".
- 6. After login to CIB, Home screen as below will be shown:

	<b>CI</b> Bank			ტ
HOME	DASHBOARD user 1   Last Login : 21-01-2021 12:13:52	L PEN ON M	O ON OTHERS	0 X REJECTED O
ACCOUNTS		AS on 21-01-2021 12:51:14		
BUSINESSFX	Vesterday, Teday, Month Till	MPNY LTD(H 👻		
TRANSFERS	Yesterday     Today     Month Till Date       01-21-2021     1	LEDGER BALANCE		
	Download As 👻	RESERVED FOR CHEQUES		
		HKD 0.00		
		UNCLEAR BALANCE		
	DOWNLOAD	HKD 0.00 <u>MORE</u>		



#### Section 2: Add Payee for Local Fund Transfer

1. After login CIB, click "Transfers" at the left-hand-side menu. And then click "Manage Payee" at the left-hand-side menu. Click "EFT RTGS Payee" and then "Add Payee"

<b>CICI</b> Bank			
user 1 ICICIHONGKONG5	GE PAYEES		
Transfers			
single Payment			
Manage Payee			
Manage Payees Payments List	Payee List I	D	
Pending On Me Pending On Others Scheduled Payments	1		
Complete Payments	2		
DASHBOARD > TRANSFERS > M	IANAGE PAYEES		
View Registration Details			
EFT RTGS Payee			
			FILTER
Bayoo Namo	Payee List ID	ADD PAYEE Consumer Code	
Payee Name	Payee List ID	Consumer Code	Actions

2. The below "Add payee" page will open. Enter "Payee Name", select currency from drop down. "Look up" BIC code from the search option on right hand side. BIC code is 6 digit number (bank code + branch code).

Please enter valid Payee Bank's Account Number. Do not prefix it with bank code and/or branch code. For example: BIC code for ICICI Bank, HK Branch is 251681. Bank code is 251 and branch code is 681. If the valid Payee Bank's Account Number is 123456789 (9 digit). Do not add bank code or branch code before the 9 digit account number. Enter only 123456789 (9 digit) in Payee Bank's Account Number.



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Enter "Payee Bank's Account Number" and "Confirm Payee Bank's account number. Then confirm on "Add Payee".

-	Dalik	
		MANDATORY FIELDS
	Payee Name	
	Currency	•
	BIC Code	Q Look Up
	Payee Bank's Account Number	Confirm Payee Bank's Account Number

3. A 6 digits one-time-password (OTP) will be sent to your registered mobile. Please enter the OTP and click "Confirm" button if the information of payee registration is correct. If workflow is not present, payee will get added successfully otherwise it will sent for further approval.

Sack to Details Payee Name	
Payee Name	
	: Sunii
Request Type	: New
Payee BIC Code	: 404835
Payee Bank's Account Number	: 852027415
Payee Bank's Confirm Account Number	852027415
One Time Password	
	Payee BIC Code Payee Bank's Account Number Payee Bank's Confirm Account Number



4. Once the instruction was successfully submitted, confirmation page will be shown. Please note, fund transfer to a new payee account is not available within 24 hours.

A ICICI Ban	nk				Ċ	
4	2. Review 🗸					
	3. Result			^	1	
ACCOUNTS						
O ALEMAN A						
		[103364] Counter	party addition waiting for corporate user approval. Reference ID is 510.			
		Beneficiary Account Number				
HOLE		Beneficiary Name	cibpa			
		Beneficiary Non Name	t cib			
		Customer Branch Id	太 <b>师</b> "			
		Barn Name	: ICICI Bank			
		Pending Status	Pending Approval APPROVER2			Pending
						approval status
		ADD NEW PAYEE	UUNE			



### Section 3: View / Deregister Payee for Local Fund Transfer

1. After login CIB, click "Transfers" at the left-hand-side menu. And then click "Manage Payee" at the left-hand-side menu.

<b>Øicici</b> Bank					
HOME	user 1 ICICIHONGKONG5	BE PAYEES			
ACCOUNTS					
BUSINESSFX	Transfers				
TRANSFERS	Initiate Payments				
PROFILE	Single Payment				
	<u>Manage Payee</u>				
	Manage Payees				
	Payments List	Payee List ID			
	Pending On Me				
	Pending On Others	1			
	Scheduled Payments				
	Complete Payments	2			

2. Select Payee to be deleted. Click on "Actions" and then select "Deregister"

	<b>CI</b> Bank						ሳ
номе	View Registration Details					~	
ACCOUNTS	EFT RTGS Payee						
BUSINESSFX	·				FILTER		
TRANSFERS			ADD PAYEE				
PROFILE	Payee Name	Payee List ID		Consumer Code			
	SUNICCOMARGE	5	HKICIOHONGKONG3	004655255		Actions ^	
	SUNERUMAR		HKICIOHONGKONG3	789		Deregister	
					Г		



3. Request type and payee details are shown in the Review page, if all details are correct please "Enter OTP". A 6 digits one-time-password (OTP) will be sent to your registered mobile. Please enter the OTP and click "Confirm" button to delete the payee.

<b>ICI</b>	<b>CI</b> Bank	С
HOME		
ACCOUNTS	1. Details 🗸	
BUSINESSFX	2. Review	~
TRANSFERS		
PROFILE	BACK	
	Request Type : Distance	
	Payee Name : Nutrition and a second sec	
	Payee List Id : 5	
	USERID : HRICICIHONGKONG3	
	BIC Code : 001035	
	Dava Daebla Assauet Number + 355467023	
	<b>CI</b> Bank	
HOME	Note: USERID is country ID followed by corporate ID	
ACCOUNTS		
BUSINESSFX		
TRANSFERS	Remarks	
PROFILE		
	One Time Password	
	Enter One Time Password	
	You will receive OTP within one minute, please wait. Not Received OTP? Resend OTP	
	CONFIRM	

4. Once the instruction was successfully submitted, confirmation page will be shown.



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#### Section 4: EFT Local Fund Transfer EFT

1. After login CIB, click "Transfers" on the left-hand-side menu. And then click "Single Payment" at the left-hand-side menu. After that, click on "EFT Transfer".

VICICI Bank					
НОМЕ	user 1 ICICIHONGKONG3				
ACCOUNTS					
BUSINESSFX	Transfers				
TRANSFERS	Initiate Payments				
PROFILE	Single Payment				
	Manage Payee				
	Manage Payees				
	Payments List				
	Pending On Me				
	Pending On Others				
	Scheduled Payments				
	Complete Payments				
	View All Payments				

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$\leftarrow$ $\rightarrow$ $\circlearrowright$ $\textcircled{a}$ https://n	a2cibh.icicibank.com/CORPCIBHK/Finaclejsessionid=0000sczrNyFQ0cimTZGvVV0VT_0:1dpd8dgbi?bwayparam=qOoaadSeKkU7Pfkks86r 🌐	☆ ☆ & ピ …
<b>Øicici</b> Bank		ڻ ا
HOME EFT TRANSFER	RT05 TRANSFER	
ACCOUNTS Create New Transac	tion MANDATORY FIELDS	
TRANSFERS TRANSACTION REI	F NAME	
FROM	• 0	
AMOUNT OF \$	REMARKS	
is to be withdrawn in HKD		
Pay on 01-21-2021 Note: This Service i	(Or, Click to schedule Payment) is available for HK Dollar only. The beneficiary will receive the fund within 2 working days.	
🛋 👂 😂 🔍 🖿	🔯 🥲 👼	^ \\



2. Select the related accounts through the drop-down box. Enter the amount for fund transfer. Enter Remarks and then "Proceed".

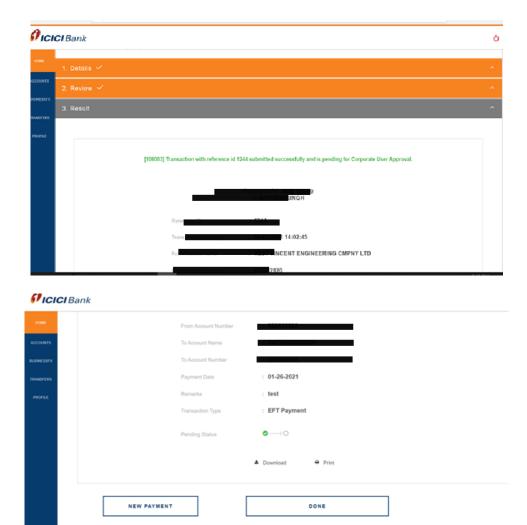
i <b>Ci</b> Bank		
Create New Transaction		MANDATORY FIELDS
TRANSACTION REF NAME		
FROM	то •	
-		
<	>	
AMOUNT OF \$	REMARKS	
is to be withdrawn in HKD		
Pay on 01-21-2021 (Or, Click to schedule Payment) Note: This Service is available for HK Dollar only. The beru	efficiary will receive the fund within 2 working days.	
PROCEED		

3. After clicking "Proceed", you can verify the details of your fund transfer instruction. If details are correct, please "Enter One Time Password" sent to your registered mobile and click "Confirm" button.

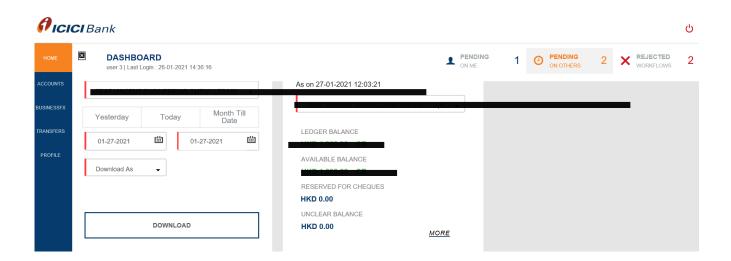
	<b>CI</b> Bank				
HOME	2. Review				
ACCOUNTS	< BACK TO DETAILS				
USINESSFX	From Account	To Account	Amount	Reference Transaction Date	Remarks
RANSFERS			1.00	01-21-2021	test
PROFILE					
	Transaction Cartering and the HK	D			
	Transaction Type	Payment			
	Remarks				
	One Time Password				
	Enter One Time Password				

**4.** In next step it will show the transaction details, transaction reference ID and it has been "successfully submitted and is pending for Corporate User approval'.





5. After this step it will be showing in the dashboard the transaction is "pending on others" for approval.





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6. The other Corporate user will need to login and click on "Pending on me" to approve the transaction. In the right-hand-side click on "Approve" for the particular transaction.
 *Picici Bank*

HOME	Pending On Me (1)									×
ACCOUNTS	PAYMENTS (1) / PAYEE A	DDITION (D)								
BUSINESSPX	PATMENTS (1) / PATEEA	DDITION (0)							Download as	
TRANSFERS	SINGLE PAYMENT (1)								Select	•
PROFILE								FILTER		
	Please use above FILTER option t	o retrieve pending tra	nsactions pri	or to last 2 days						
	Transaction Date Transaction ID	Bene name	Amount	From Account	To Account	Created By	Payment Mode	Transaction Ref.Name		
	0 <b>100000000000000000000000000000000000</b>						FT Payment	r	Action ^	1
									Approve	
									Reject	
									View History	

7. In the next screen the transaction details will be shown and if it is correct, the 6 digit OTP needs to be included at the the end of the page, which will be sent to the registered mobile number

WICIO	CIBank		0
1046	S Back To Details		
ACCOUNTS	Hafarance (D	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
INTERNAL	Transaction Reference Name		
- Boomer and a	Transaction Type	EFT Payment	
TRANSFERE	Initiator Account.	The surger and the surger way uto	
PROFILE	From Account Number		
	To Account	1.0	
	To Account Number	2	
	Amount	- Hite color	
	Transaction Data (MM-dd-yyyy)		
	Instantor Plannarius	a test	
	Created Bu	- 118FB1	

8. After confirming OTP the successful transaction screen with transaction reference ID will show for the customer.

10	<b>CI</b> Bank		Ģ
HOME	3. Result		~
COUNTS			
USINESSPX	[103483] Transaction v	with reference id 1244 approved successfully and submitted for processing	
RANSFERS			
PROFILE	Reference ID	: 1244	
	Transaction Time stamp	: 0100.202111110.10	
	Transaction Reference Name		
	Transaction Type		
	Initiator Account:	: TEST VIRGENT ENGINEERING CHI AT END	
	From Account Number	:	
	To Account Name	: \$ TVERDAMON	
tps://n2cibł	icicibank.com/CORPCIBHK/Finaclejsessionid=00005Ar0.00N16rvasjpm15/b-LR1	1dpd8dgbi?bwayparam = M	
	Amount	: HKD 100.00	



# Section 5: Schedule Payment for EFT/RTGS

After selecting Transfers at the the end of the page there is option for Scheduling Payments. Select "Click to Schedule Payment" then select "One time Payment" and select the date in the Calender. After that click "Ok" to confirm and then click "Proceed".

ACCOUNTS		Pay on	01-22	-2021		(Or	, Click	to scl
	_		Note:	This S	ervice	is avai	lable fo	or HK E
BUSINESSFX		Resch	nedul	e Thi	s Pay	ment		
TRANSFERS		0 0	ne Ti	me Pa	aymer	nt		
PROFILE		b1-	-22-20	)21	×	•		
		<		NUAF		202	1	>
		Su	Мо	Tu	We	Th	Fr	Sa
							1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
	ſ	24	25	26	27	28	29	30
		31						



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#### Section 6: RTGS Local Fund Transfer RTGS

1. After login CIB, click "Transfers" at the left-hand-side menu. And then click "Single Payment" at the left-hand-side menu. After that, click on "RTGS Transfer".

	<b>Ci</b> Bank	
HOME	user 1 ICICIHONGKONG3	
ACCOUNTS BUSINESSFX	Transfers	Τ
TRANSFERS	Initiate Payments	
PROFILE	Single Payment	
	<u>Manage Payee</u>	
	Manage Payees	
	Payments List	
	Pending On Me	
	Pending On Others	
	Scheduled Payments	
	Complete Payments	
<b>Øicici</b> Bani	View All Payments	
<b>FICICI</b> Bani	k	
HOME DASHBOAR	RD > TRANSFERS > RTGS TRANSFER	
ACCOUNTS Use this o	option to make a single payment.	
eusinessex 1. Deta	sile	
TRANSFERS	TRANSFER / RTOS TRANSFER	
	e New Transaction	MANDATORY FIELDS
TRA	ANSACTION REF NAME	

2. Select the related accounts through the drop-down box. Enter the amount for fund transfer in "Remittance Amount" and add "Remarks" then click on "Proceed".

l Bank	
Create New Transaction	MANDATORY FIELDS
TRANSACTION REF NAME	
FROM	•
FROM	
REMITTANCE AMOUNT REMARKS	
Pay on 01-21-2021 (Or, Click to schedule Payment)	
PROCEED	



3. After clicking "Proceed", you can verify the details of your fund transfer instruction. If details are correct, please "Enter OTP". A 6 digits one-time-password will be sent to your registered mobile. Please enter the OTP and click "Confirm" button.

按 <b>ਗ਼</b> に	<b>CI</b> Bank					
номе	2. Review					
ACCOUNTS	< BACK TO DETAILS					
BUSINESSFX	From Account	To Account	Amount	Reference	Transaction Date	Remarks
TRANSFERS	Bozuszozu – (HKD – Currency	San Encomen (nong rong on	<u></u>		01-21-2021	
PROFILE	Transaction Currency	0				
FRONEL	Transaction Type	GS Payment				
	Remarks					
	One Time Password					
	Enter One Time Password					
	You will receive OTP within one min	ute, please wait.				

4. In next step it will show the transaction details, transaction reference ID and it has been "successfully submitted and is pending for Corporate User approval'.

Pici	I Bank	¢
HOME	1. Details 🗸	^
ACCOUNTS		~
USNESS7X	3. Result	^
PROFILE		
	[100003] Transaction with reference id 1244 submitted successfully and is pending for Corporate User Approval.	
	Payment Of the to avoid the to avoid the to a second the to a second the to a second the to a second the to avoid the to avoid the total the total tot	
	Reference ID : 1244	
	Transaction time stamp : 26-01-2021 14:02:45	
	From Account Name : CONSIGNED AND A CONSIGNED AND AVAILED	
	From Assessment Normbury : 455032230	



5. After this step it will be showing in the dashboard the transaction is "pending on others" for approval.

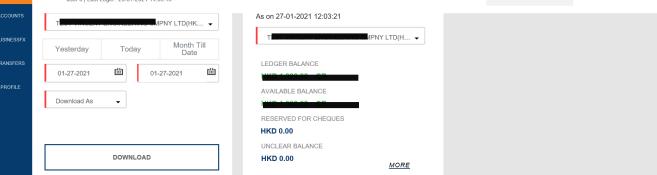
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2

2

1

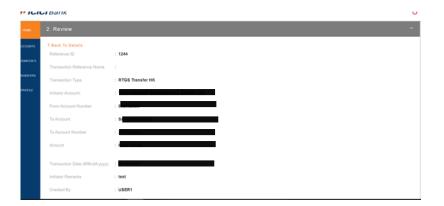
	Bank			
номе	DASHBC	OARD .ogin : 26-01-2021 14	:36:16	
ACCOUNTS	TESTVINCENT	ENGINEERING G	MPNY LTD(HK 🗸	As on 27-01-2021 12:03:
BUSINESSFX	Yesterday	Today	Month Till Date	
TRANSFERS	01-27-2021	<b>i</b> o	1-27-2021 🛗	



6. The other Corporate user will need to login and click on "Pending on me" to approve the transaction. In the right-hand-side click on "Approve" for the particular transaction.

оме	PAYMENTS (2	) / PAYEE A	DDITION (0)							Download as
IOUNTS	SINGLE PAYN	ENT (2)								Select
NSFERS									FILTER	
	Please use above FILTER option to retrieve pending transactions prior to last 2 days									
	Transaction Date	Transaction ID	Bene name	Amount	From Account	To Account	Created By	Payment Mode	Transaction Ref.Name	
	01-2			100 C		2/1003053		RTGS Transfer HK	r	Action
	0	1247		100 100		2/101111		EFT Payment		Approve Reject
										View History

7. In the next screen the transaction details will be shown and if it is correct, the 6 digit OTP needs to be included at the the end of the page, which will be sent to the registered mobile number





8. After confirming OTP the successful transaction screen with transaction reference ID will show for the customer.

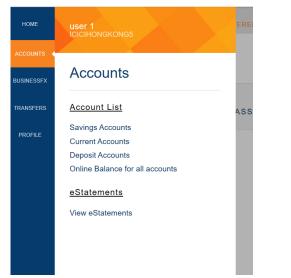
1/ ICI	<b>CI</b> Bank	Ģ
HOME	3. Result	
COUNTS		
USINESSPX	[103483] Transaction with reference id 1244 approved successfully and submitted for processing	
RANSFERS		
PROFILE	Reference ID : 1244	
	Transaction Time stamp :	
	Transaction Reference Name :	
	Transaction Type : RTGS Transfer HK	
	Initiator Account:	
	From Account Number	
	To Account Name	
tps://n2cibh	LicicBank.com/CORPCIBHC/Finacle/jsessionid=000053/r0J00116/vasjgen15/b-UR1dpdBdgb/?bwayparam=M	
	Amount	



#### Section 7: E-Statements

1. After login in the Accounts section in the left-hand-side menu, in the last row click on "View Statements".

# **Ficici** Bank



	<b>Picici</b> Bank					
HOME	DASHBOARD > ACCOUNTS > VIEW ESTATEMENTS					
ACCOUNTS	e-Statements	×				
BUSINESSFX	Please click on the icon below to download a printable copy of your e-Statement.					
TRANSFERS	SELECT AN ACCOUNT    Select					
PROFILE	Download a printable copy :					
	Save Trees, Please print only when necessary.					
	Note:					
	<ol> <li>E-Statements is available online from Nov-2015</li> <li>The information given in the Bank Account Statement is for all the accounts linked under the same Customer Id.</li> <li>To anove over E-Statement in DPE format user computer must have Article Acrohal Dearter installed on it if you don't have Article Acrohal Dearter on your computer measure.</li> </ol>					

2. Above page will open where you can select the account from the drop down for which you would like to view the e-statement.



#### *flicici* Bank

HOME	DASHROARD > ACCOUNTS > VIEW ESTATEMENTS					
	e-Statements					
	Please click on the icon below to download a printable copy of your e-Statement.					
	SELECT AN ACCOUNT					
	Download a printable copy : D					
	Save Trees. Please print only when necessary.					
	Note:					
	<ol> <li>E-Statements is available online from Nov-2015</li> <li>The information given in the Bank Account Statement is for all the accounts inked under the same Customer Id.</li> <li>To access your E-Statements in PDF format, your computer must have Adobe Acrobat Reader installed on it, if you don't have Adobe Acrobat Reader on your computer, please Click Here</li> </ol>					
	Do you want to open or save December 2020.pdf from ondemand.icicibank.com? Open Save 👻 Cancel 🗴					

3. After that select the month for which you would like to view the statement and then click on the pdf logo to download a printable copy of the e-statement.



# Section 8: Profile

1. In the left-hand-side menu click on "Profile" to view Profile Details



2. Click on "Personal Details" to view all details registered with the Bank

<b>Øicici</b> Bank				
HOME	PERSONAL DETAILS / CHANGE PASSWORD / SET PREF	ERENCES		
ACCOUNTS	Personal Details			
BUSINESSFX	CUSTOMER ID	FIRST NAME		
TRANSFERS	301001073			
PROFILE	MIDDLE NAME	LAST NAME		
	Address Details			
	ADDRESS1	ADDRESS2		
	TESTARK			
	ADDRESS3	CITY		

3. For changing password, go to Profile, then select "Change Password"

	DASHBOARD > PROFILE > CHANGE PASSWORD					
ACCOUNTS	Personal Profile					
TRANSFERS	PERSONAL DETAILS / CHANGE PASSWORD / SET PREFERENCES					
PROFILE	Change password					
	The password cannot consist of all the characters as are in your Username. For e.g.If your Username is "Bob", th Only letters and digits are not allowed. At least one of these should be a special character. Usually, the characte the "SHIFT" button pressed along with a number. For e.g. " # (SHIFT 3)". Spaces are not allowed in the password. The Password should contain a minimum of 8 characters and a maximum of 28 characters. Your new password cannot be the same as any of your previous 3 password(s). The Password should contain at least 4 characters.					
	Change Internet Login Password					
	Old Bassword					



	Change Internet Login Pas	sword
HOME	Old Password	
ACCOUNTS	Old Password	
BUSINESSFX	New Password	
	New Password	
TRANSFERS		
PROFILE	Retype New Password	
	Retype New Password	
One Time Password		

- 4. Insert Old Password and New Password and then Retype New Password. A 6 digits onetime-password will be sent to your registered mobile. Please enter the OTP and click on "Save Changes".
- 5. To view the Preferences click on "Set Preferences"

# *flicici* Bank

	DASHBOARD > PROFILE > SET PREFERENCES					
ACCOUNTS	Personal Profile					
BUSINESSFX						
TRANSFERS	PERSONAL DETAILS / CHANGE PASSWORD /	SET PREFERENCES				
PROFILE						
	Preferences					
	AMOUNT FORMAT:	Million Format				
	FAVOURITE LINKS:	Music				



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