

To: Chief Financial Officer
Ocean Park Corporation
Wong Chuk Hang
Aberdeen
Hong Kong

Supplier/Contractor/Consultant Registration Form

1. Name of Company : _____
2. Registered Address : _____

3. Postal Address : _____
(if different from above)
4. Telephone No. : _____ Fax No. : _____
Website : _____ E-mail : _____
5. Business Registration Certificate No. : _____
(Please attach a Photocopy)
Valid till : _____
6. Date of Commencement of Business : _____
7. For Limited Company
 - a) Certificate of Incorporation Number : _____
(Please attach a Photocopy)
 - b) Name(s) of Major Shareholders :
 - i) _____
 - ii) _____
 - iii) _____
 - c) Name(s) of Directors :
 - i) _____
 - ii) _____
 - iii) _____
 - d) Date of Incorporation : _____
 - e) Authorized share capital : _____
 - f) Paid up capital : _____
8. For Sole Proprietorship/Partnership
 - a) Name of Proprietor : _____
 - b) Name(s) of Partners :
 - i) _____
 - ii) _____
 - iii) _____

9. ISO Certificate No. or other Quality Assurance Certificate No. or other Statutory Licence/Certificate No. (if any):
_____ (Please attach a Photocopy)

10. Person(s) to contact:

i) Name : _____ Position : _____

Direct Telephone No. : _____

Authorised Signature: _____

ii) Name : _____ Position : _____

Direct Telephone No. : _____

Authorised Signature : _____

11. Banker's details :

a) Banker's name : _____

b) Banker's address : _____

c) Banker's Country : _____

d) Bank account number : _____

e) Payee Name : _____

f) E-mail for Payment advice : _____

g) Payment Currency : _____

h) Swift Code : _____

i) Routing/Transit Number : _____

12. Brief description of Company :

a) Organization (e.g. no. of staff) _____

b) Headquarter at: _____

c) Main Office in * HK / _____ () Owned () Leased - expiry date : _____

Area : _____

No. of Branch(es) : _____ Area : _____

No. of Warehouse(s): _____ Area : _____

d) Nature of Business: _____

e) List of Products/ Services (indicate with * if the company is a sole agent, and attach a copy of the agency contract, if any)

- f) Major Customers' Name and Contact Points :
(Please attach customers' reference, if any)

	Company Name	Contact Person	Telephone No.
i)	_____	_____	_____
ii)	_____	_____	_____
iii)	_____	_____	_____

- g) Previous Business Transaction with Ocean Park (e.g. date of commencement and date of last purchase order with purchase order number)

13. a) Order Currency : _____
b) Terms of payment : _____
c) Minimum Order Value (if any) : _____

14. Customer of Ocean Park Yes No

15. I/We understand that Ocean Park Corporation is scheduled as a public body under the Prevention of Bribery Ordinance (CAP 201) of Hong Kong and its employees are not permitted to solicit or accept any advantage in the form of gift, cash, loan or other benefits, in their official dealings on behalf of the Corporation. I/We are also aware that the offer of such advantage may constitute an offence under the Ordinance.

16. I/We shall not, and shall procure that our directors, employees, agents and sub-contractors shall not, offer, solicit or accept an advantage as defined in the Prevention of Bribery Ordinance in connection with any business dealings with Ocean Park Corporation.

17. I/We confirm that all the relevant staff have read and understood Ocean Park's Code of Conduct for Supplier/Contractor/Consultant (the "Code") and shall comply with the Code at all times. The Code can be downloaded from Ocean Park's website www.oceanpark.com.hk.

18. Please tick one of the boxes below:

- Applicable when no deposit/downpayment is required; and expected contract value is below \$1M for any orders for goods or services (if any) or below \$250,000 for contracts for consultancy services (if any)

I/We confirm that no deposit/downpayment will be required by me/us or an equivalent performance bond will be provided by me/us if deposit/downpayment is required for any contracts/purchase orders to be awarded by Ocean Park Corporation.

- Applicable when deposit/downpayment is required; and/or expected contract value is over \$1M for any orders for goods or services (if any) or above \$250,000 for contracts for consultancy services (if any)

I/We hereby *authorize/do not wish Ocean Park to approach my/our banker(s) for reference. A copy of our company's most recent annual report together with audited accounts is attached.

Remarks: * delete as inapplicable for item 18

Date

Company Chop & Authorised Signature