



香港特別行政區政府 工業貿易署  
Trade and Industry Department  
The Government of the Hong Kong Special Administrative Region

(For official use only)

Date of Receipt : \_\_\_\_\_  
Amendment  
Application No. : \_\_\_\_\_

To : Director-General of Trade and Industry,  
Government of the Hong Kong Special Administrative Region <sup>(Note 1)</sup>

**Small and Medium Enterprises (SME) Loan Guarantee Scheme**  
**Application for Amendment of Accounts Receivable Loan Guarantee**

Application No. : \_\_\_\_\_  
Guarantee Ref. No. : \_\_\_\_\_  
Name of Applicant/Borrower : \_\_\_\_\_  
Business Registration No. : \_\_\_\_\_

I, on behalf of \_\_\_\_\_ (Lender) would like to apply for amending the Credit Limit of the Facility which is covered by the above Guarantee and granted by the Lender to the above Applicant/Borrower, from HK\$ \_\_\_\_\_ to HK\$ \_\_\_\_\_ with effect from \_\_\_\_\_ (dd/mm/yy) <sup>(Note 2)</sup>.

I, on behalf of the Lender, acknowledge that written consent of the Borrower for the above proposed amendment has been obtained and undertake not to amend the Credit Limit without any written approval granted by the Government of the Hong Kong Special Administrative Region.

Other Information:

1. Borrower/Applicant's indebtedness as at the date of signing of this application (HK\$) : \_\_\_\_\_
2. The latest repayment date in respect of the indebtedness mentioned in 1 above : \_\_\_\_\_
3. Reason(s) for proposing the above amendment : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, on behalf of the Lender, confirm that information given in this Application for Amendment of Accounts Receivable Loan Guarantee is to the best of our knowledge and belief to be true, accurate and complete.

Lender's Name : \_\_\_\_\_  
Branch (*if applicable*) : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Telephone No. : \_\_\_\_\_

Signed for and on behalf of the Lender by its authorised officer,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name) (Print)

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Company Chop)

\_\_\_\_\_  
(Date of Signing) (dd/mm/yy)

Note 1: Completed form should be sent to the Director-General of Trade and Industry –

By post/in person : SME Loan Guarantee Scheme Unit  
6/F, Trade and Industry Department Tower,  
700 Nathan Road, Kowloon, Hong Kong  
  
Mondays – Fridays : 8:45 a.m. – 12:30 p.m.  
1:30 p.m. – 6:00 p.m.

By Fax : (852) 2396 5067

Note 2: Lender should submit this Application for Amendment of Accounts Receivable Loan Guarantee at least 10 working days before the date proposed in this application on which the Credit Limit concerned will be amended.