

# 個人證書申請表

## Application Form for Personal Certificate

日期 Date:

工作檔案編號 WS. No.:

請以英文正楷填寫 (標明除外)。Please complete this application form in **English** and in **Block** letters (except where otherwise specified).  
在填寫前，請參閱『申請表填寫指引』。Please refer to and read the application form filling guideline before completing this application.

<b>第一部分 – 登記人資料</b> <b>Section 1 – Subscriber's Details</b>		<b>客戶編號 Cust. Ref. No.</b>	
		<input type="checkbox"/> 首次申請 First time application <input type="checkbox"/> 非首次申請 Non-first time application	
姓名 Name (中文 / in Chinese)	<input type="checkbox"/> 男性 Male <input type="checkbox"/> 女性 Female		
* (葡文或英文 / in Portuguese or English)	(姓 / Last Name)		
	(名 / First Name)		
在證書上顯示 (最長限度: 30 個英文字母連空格) This Name will be shown on Certificate (max. length: 30 alphabets with spaces)			
證件類別 Type of ID Card / Passport	<input type="checkbox"/> 澳門居民身份證 BIR <input type="checkbox"/> 中國護照 PRC Passport <input type="checkbox"/> 往來港澳通行證 PRC Travel Permit for HKSAR & MSAR <input type="checkbox"/> 香港身份證 HK ID Card <input type="checkbox"/> 其他國家護照或身份證明文件 Other Foreign Passport / ID : _____		
證件號碼 ID No. / Passport	簽發地點 Place of Issue <input type="checkbox"/> 澳門 Macao <input type="checkbox"/> 其他 Other: _____		
出生日期 Date of Birth	(日 DD / 月 MM / 年 YYYY)    證件到期日 Expiry Date    (日 DD / 月 MM / 年 YYYY)		
* 國籍 (非持有澳門居民身份證必須填寫) Nationality (non BIR holders are required to fill in)			
通訊地址 Correspondence Address			
聯絡電話 Contact No.		傳真號碼 Fax No.	
* 電郵地址 E-mail Address			
在證書上顯示 (最長限度: 230 個字元) This E-mail Address will be shown on Certificate (max. length: 230 characters) 倘須為電郵作電子簽名或加密，須使用支援 S/MIME 標準的電郵地址戶口 If you need to electronically sign and/or encrypt your e-mail messages, you should use an e-mail address account supporting the S/MIME specification.			
以下資料僅適用於合格證書: The following information is only applicable to Qualified Certificate:			
* 交易限額 (登記人自設) Transaction Limit (defined by Subscriber)		澳門幣 MOP	
* 代理資格 (如適用且該資格對於證書的指定用途須屬重要) Procurement (if applicable and must be relevant to the use of the Certificate) 在證書上顯示 (最長限度: 55 個英文字母連空格) This information will be shown on Certificate (max. length: 55 alphabets with spaces)			
被代理人姓名 Grantor Name			
代理資格文件 Procurement Document			
代理資格起始日期 Starting Date of Procurement		(日 DD / 月 MM / 年 YYYY)	
* 專業資格 (如適用且該資格對於證書的指定用途須屬重要) Professional Qualification (if applicable and must be relevant to the use of the Certificate) 在證書上顯示 (最長限度: 64 個英文字母連空格) This information will be shown on Certificate (max. length: 64 alphabets with spaces)			
註 1: 如登記人不設定交易限額或其設定高於 eSignTrust 載於認證作業準則內的交易限額，則以 eSignTrust 之設定為上限。 If the transaction limit is not defined by the Subscriber or it is higher than the amount as specified in the CPS, it will be based on eSignTrust's upper limit.			

**第二部分 – 請在所需申請的電子證書類別的方格內加上“x”****Section 2 – Please put a “x” in the boxes below corresponding to the type of e-cert you apply for**

- ☐ 合格電子簽名套裝 (包括合格證書、加密證書、安全電子簽名產生設備智能卡及智能卡閱讀器)  
Qualified Electronic Signature Pack (including Qualified Certificate, Encipherment Certificate, SSCD Smart Card & Card Reader)
- ☐ 合格證書 (必須載於安全電子簽名產生設備 SSCD 智能卡)  
Qualified Certificate (required to be stored in SSCD Smart Card)

- ☐ 高級電子簽名套裝 (包括標準證書及加密證書)  
Advanced Electronic Signature Pack (including Normalised Certificate & Encipherment Certificate)

- ☐ 標準證書

Normalised Certificate

請選擇儲存標準證書及私匙的載體:

Please select the media to store the Normalised Certificates and Key Pairs:

- ☐ 安全電子簽名產生設備 (SSCD 智能卡)  
SSCD Smart Card

- ☐ 其他載體  
Other Device: \_\_\_\_\_

- ☐ 加密證書 (只作加密用途)  
Encipherment Certificate (for encryption only)

請選擇儲存證書及私匙的載體:

Please select the media to store the Certificates and Key Pairs:

- ☐ 安全電子簽名產生設備 (SSCD 智能卡)  
SSCD Smart Card

- ☐ 其他載體  
Other Device: \_\_\_\_\_

- ☐ 智能卡閱讀器數目  
No. of Smart Card Readers: \_\_\_\_\_

**第三部份 – 付款方式****Section 3 – Payment Method**

登記人可選擇以下方式繳費:

Subscriber may make payment by the following methods:

- ☐ 現金  
Cash

- ☐ 支票  
Cheque

備註

Remarks:

第四部分 – 登記人協定及聲明

Section 4 – Agreement and Declaration by Subscriber

- 1) 本人在此以上述身份證明文件上之姓名向澳門郵電電子認證服務申請簽發電子證書。  
I, above specified, hereby apply for the indicated Certificate to be issued by Macao Post and Telecommunications Bureau eSignTrust Certification Services (“eSignTrust”) in my name, as shown on my identification document as stated in this application form.
- 2) 本人確認此申請表格上之所有個人資料真實及正確。  
I confirm that all my personal particulars stated in this application form are true and correct in all respects.
- 3) 本人已索取得登記人協議及細則與電子證書之認證作業準則。本人已閱讀並明白登記人條款及細則與認證作業準則，鑑於澳門郵電電子認證服務處理本人之申請，本人同意接受及遵守登記人協議與認證作業準則。  
I have obtained, read and understood the Subscriber Agreement and the Certification Practice Statement (“CPS”) in respect of the Certificate. In consideration of the processing of my application by Macao Post and Telecommunications Bureau eSignTrust Certification Services (“eSignTrust”), I agree to observe and be bound by the terms and conditions stated in the Subscriber Agreement and in the CPS.
- 4) 本人知悉證書一經發出後，其內容在證書有效期內不能更改；否則，任何改動須撤銷原有的電子證書，再重新申請新的電子證書。  
I acknowledge that, once the Certificate is issued, none of its contents can be changed throughout the validity of the same; otherwise, any changes require revocation and re-application of Certificate.

登記人簽名  
Signature of Subscriber

日期 Date

( 日 DD / 月 MM / 年 YYYY )

連同這份申請表格，請附同以下相關文件：

Together with the submission of this application, please attach the following documents:

個人電子證書 Personal Certificate	已遞交 Submitted
<ul style="list-style-type: none"> <li>登記人之澳門居民身份證或有效護照/身份證明文件副本(須出示正本) Photocopy of Subscriber’s Macao BIR or valid passport / ID document (required to present the original document)</li> </ul>	<input type="checkbox"/>
<p>如適用 / If applicable:</p> <ul style="list-style-type: none"> <li>登記人有關代理資格之證明文件副本(倘需要請出示正本) Photocopy of Procurator related to Subscriber (present the original document, if necessary)</li> <li>登記人專業資格證明文件副本(倘需要請出示正本) Photocopy of Professional Qualification Certificate of Subscriber (present the original document, if necessary)</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>

注意：

您提供的資料將會受澳門郵電電子認證服務及其商業伙伴，包括其他認證實體及其註冊署機密地保存。澳門郵電電子認證服務希望可以聯絡您以作資料核實。

Attention:

The information you provide will be held confidential by eSignTrust and its business partners, including other Certification Service Providers and their Registration Authorities. eSignTrust may wish to contact you for further verification.

\* 請注意所提供的某些資料，如您的名字、電郵地址、代理權、專業資格等將會顯示於您的證書上並發佈於澳門郵電電子認證服務的資料庫中，資料庫的資料將會被公眾取得及於澳門以外使用。在您簽署此表格時，將被視作同意以上所述。

Please note that some of the information provided, such as your name, e-mail address, procurator information, and professional qualification, will be included in your Certificate and published in the Macao Post and Telecommunications Bureau eSignTrust Repository, which may be accessed by the general public and used outside Macao. By signing this form, you are deemed to consent to this.

備註

Remarks:

澳門郵電電子認證服務專用 For eSignTrust Certification Services Use Only	
收據編號 (如適用) Payment Receipt Ref. (if applicable)	
負責人簽署 Authorised Signature	
查核 Checked by	審批 Approved by
日期 Date  ( 日 DD / 月 MM / 年 YYYY )	日期 Date  ( 日 DD / 月 MM / 年 YYYY )
時戳 Time Stamp	備註 Remarks

澳門郵電電子認證服務 – 登記人協議 / eSignTrust Certification Services Subscriber Agreement

登記人協議 Subscriber Agreement

在申請、接受或使用澳門郵電電子認證服務〔“eSignTrust”〕的電子證書〔或稱“證書”〕前，您必須先詳細閱讀及接受本登記人協議〔下稱“登記人協議”或“協議”〕之條款。如果您不接受本登記人協議之條款，請勿申請、接受或使用電子證書。

1. 認證作業準則 (“CPS”)

在簽署證書申請表格時，即代表您已承認讀畢並明白本登記人協議的條款和細則，並且對認證作業準則加諸登記人及信賴方之義務及責任完全知悉。認證作業準則(下稱“準則”)可於以下網址下載 [www.esigntrust.com](http://www.esigntrust.com)。您更同意受準則中的條款約束，包括 eSignTrust 限制的及排除的法律責任，如同載於本協議中。

eSignTrust 提供的證書及證書服務是受準則所規範。本協議之條款和細則收編了準則。準則構成及為適用於所有目的將會視為本登記人協議之一部份。您必須定時細閱準則以留意 eSignTrust 對準則之不定時修訂。

本協議之條款和細則連同準則合為準則中及其他相關文件中所指的整份登記人協議。

2. 登記人義務

根據準則，在簽署證書申請表格及接受發出之電子證書時，即表示您：

- 同意受約束於 (i) 本登記人協議的條款和細則及 (ii) 認證作業準則的條款，準則規範 eSignTrust 發出的證書的使用且將會不定時修訂；
- 同意私人密碼匙及證書之使用風險完全由您獨自承擔；
- 同意 eSignTrust 從沒有隱含或明示就其簽發的密碼匙或證書作出保證；
- 同意因失責維護您的私人密碼匙及證書的安全性及完整性；或違反、不遵守或不承諾準則或本協議的條款和細則，由此而造成任何人士或機構的損失，須對 eSignTrust 作出全部賠償；
- 同意採取所有謹慎和必要的預防措施對您的私人密碼匙和所有適用的啟動數據作出全面保密，並對任何因其失責而致的後果完全和獨自承擔責任；
- 進一步承諾在您的私人密碼匙或證書被洩露或懷疑被洩露，或出現證書應予撤銷的情況下，立即通知 eSignTrust 以及其他使用您的密碼匙對／證書與您交換訊息或執行交易的登記人士和相關人士；
- 同意您提交於證書上的一切資料及聲明均真確無偽，且將在證書應用期間繼續真確；以及
- 同意在證書申請過程中提供的一切資料沒有在任何方面侵犯商標、公司名稱或任何第三方的知識產權。

3. 澳門郵電電子認證服務之責任

澳門郵電電子認證服務特此與各登記人承諾，作為一個認證實體，執行合理程度的技術和謹慎以履行責任及行使權力，如下述及載於準則中。澳門郵電電子認證服務：

- 對登記人使用或 eSignTrust 發出的證書所傳送的内容、訊息、採用或簽署之合約概不負責；
- 對登記人的私人密碼匙及證書的一切使用概不負責；
- 根據準則相關條款把登記人之公開密碼匙及證書發佈於 eSignTrust 之證書資料庫中；
- 對認證作業準則及本登記人協議的不定時修訂保留權利；以及
- 進一步保留撤銷私人密碼匙及證書之權利，當 (i) eSignTrust 懷疑登記人的私人密碼匙或證書被洩露 或 (ii) 證實被洩露 或 (iii) eSignTrust 根據認證作業準則被適當地要求。

4. 保證

根據認證作業準則，在簽署證書申請表格及接受發出之證書時，代表您向澳門郵電電子認證服務及任何信賴您證書的人士作出保證：

- 所有在證書申請中提交給 eSignTrust 的資料均為真確無偽，且將在證書應用期間繼續真確；
- 提供的證書資料 (包括電郵地址) 沒有侵犯任何第三方的知識產權；
- 提供的證書申請資料 (包括電郵地址) 從來沒有及將不會用作任何非法用途；
- 自證書建立時起，僅有您持有任何維護您的私人密碼匙的任何辨識碼、個人識別號、軟件或硬件設施，且未經授權者亦無法存取之；
- 您的私人密碼匙及證書只作經授權的合法用途，並符合準則中的條款和細則及本登記人協議；以及
- 使用您的私人密碼匙建立的每一個電子簽名均為您的電子簽名，並在建立該電子簽名時，有關證書已被接受及尚屬有效(不是已逾期或被撤銷的)。

澳門郵電電子認證服務保證：

- 以合理的謹慎來製造證書以確保在證書所載資料方面沒有錯誤；
- 證書符合準則所規範所有具重要性的要件；
- 其證書撤銷服務及資料庫的使用，符合準則所規範所有具重要性的要件。



**5. 免責條款**

澳門郵電電子認證服務明確地拒絕承擔任何類型的保證責任，不論是明確或隱含的，包括但不限於適售性之隱含保證、特定目的之適用性保證和不侵犯權利之保證。除了第四部分所作出之保證，澳門郵電電子認證服務不擔保服務一定能滿足您的要求、也不擔保服務不會受中斷、對服務的及時性、安全性或出錯發生都不作出任何保證；亦不會對可經由使用 eSignTrust 服務獲取的結果或從 eSignTrust 服務得到的任何資料之準確性及可信性作出任何保證。您明白及同意對所有從澳門郵電電子認證服務下載或因使用而獲取的內容或資料是經由您自己獨立判斷、並承擔相關風險。澳門郵電電子認證服務對於您從第三方購買的任何產品或服務一概不負任何保證責任。

**6. 澳門郵電電子認證服務對分包契約的權力**

您在此同意 eSignTrust 可以把履行本協議之部分或全部工作之義務，批給由 eSignTrust 所選擇之某一或多個分包商代其執行。不論有關分包契約行為是否發生，eSignTrust 仍將會負責履行本登記人協議。

**7. 可分割性**

如果本協議之任何條款或規定在整體或部分中宣佈無效或不可執行，此條款或規定將不會影響本協議之其餘部分；本協議將會視程度而作出必要修訂，使本協議可執行、有效以及，與適用的法律及各方之原本意向儘可能相一致；而餘下之條款及規定將會保留全部效力及作用。

**8. 管轄法律**

本協議受澳門特別行政區法律規管，每一方均同意協議上所指任何有關提供服務的爭議將會在各方面受澳門特別行政區之法律所規管及詮釋。

YOU MUST READ AND ACCEPT THE TERMS OF THIS SUBSCRIBER AGREEMENT ("SUBSCRIBER AGREEMENT") BEFORE APPLYING FOR, ACCEPTING, OR USING AN ELECTRONIC CERTIFICATE ("CERTIFICATE") OF MACAO POST AND TELECOMMUNICATIONS BUREAU eSignTrust CERTIFICATION SERVICES ("eSignTrust"). IF YOU DO NOT ACCEPT THE TERMS OF THIS SUBSCRIBER AGREEMENT, DO NOT APPLY FOR, ACCEPT, OR USE THE ELECTRONIC CERTIFICATE.

**1. THE CERTIFICATION PRACTICE STATEMENT ("CPS")**

By signing the certificate application form, you acknowledge to have read and understood the terms and conditions of this Agreement, and have full and complete notice of the obligations and liabilities upon the subscribers and relying parties, as set out in the CPS, which is available on the website [www.esigntrust.com](http://www.esigntrust.com). You further agree to be bound by the provisions of the CPS, including those limiting and excluding eSignTrust's liability, which are hereby incorporated into this Agreement as if set out word herein.

The Certificates and certification services provided by eSignTrust are governed by the CPS. The terms and conditions of this Agreement incorporate the CPS. The CPS forms part of and shall for all purposes be deemed to be part of this Subscriber Agreement. You undertake to read the CPS regularly to take note of any amendments made to it from time to time by eSignTrust.

The terms and conditions of this Agreement with the CPS incorporated form the entire Subscriber Agreement referred to in the CPS and other related documents.

**2. SUBSCRIBER OBLIGATIONS**

By signing the certificate application form and accepting a Certificate issued under the CPS, you:

- Agree to be bound by (i) the terms and conditions of this Agreement, and (ii) the provisions of the CPS, as may be amended from time to time, which govern the use of a Certificate issued by eSignTrust;
- Agree that the use of the private key and the Certificate is solely at your own risk;
- Agree that no implied or express warranties are given by eSignTrust in relation to the keys and the Certificate issued by eSignTrust;
- Agree to fully indemnify eSignTrust for loss to any person or organisation arising from the failure to protect the security and integrity of your private key and Certificate, or any breach or non-observance or non-compliance of the terms and conditions of the CPS or this Agreement;
- Agree to take all prudent and necessary precautions to protect the confidentiality of your private key and all applicable activation data, and to assume full and sole responsibility for the consequences of any failure to take such precautions;
- Further undertake that, in the event of your private key or Certificate being compromised, or suspected to have been compromised, or any circumstance in which the Certificate should be revoked, shall immediately notify eSignTrust as well as other subscribers and parties that with you exchange information, or execute transactions using your key pair and Certificate;
- Agree that all information and representations made by you and included in the Certificate are and will remain true and accurate during the operational period of the same; and
- Agree that all information supplied in the certificate application process does not infringe in any way the trademarks, company name, or any intellectual property rights of any third party.

**3. eSignTrust RESPONSIBILITIES**

eSignTrust hereby agrees with each Subscriber to exercise a reasonable degree of skill and care in performing the obligations and exercising the rights it has as a Certification Service Provider set out herein and in the CPS. eSignTrust:

- Shall not be responsible for the contents of any transmission, message, contract adopted by or signed by the Subscriber using a Certificate issued by eSignTrust;
- Shall not be responsible for the use of the Subscriber private key and Certificate;
- Shall publish the Subscriber public key and Certificate in the eSignTrust Certificate Repository in accordance with the applicable provisions of the CPS;
- Reserves its right to amend the provisions of the CPS and this Agreement from time to time; and
- Further reserves its right to revoke the private key and the Certificate where (i) eSignTrust suspects a compromise of the Subscriber private key or Certificate, or (ii) such compromise is proven, or (iii) eSignTrust is properly requested to do so in accordance with the CPS.

**4. WARRANTY**

By signing the certificate application form and accepting a Certificate issued under the CPS, you warrant to eSignTrust and anyone who relies on your Certificate that:

- All the information provided to eSignTrust in the certificate application is and will remain true and accurate during the operational period of the same;
- No certificate information provided (including e-mail address) infringes the intellectual property rights of any third parties;
- The certificate application information provided (including e-mail address) has not been and will not be used for any unlawful purpose;
- Since the time of the creation of the Certificate, you have been and will remain the only person possessing any challenge phrase, PIN, software, or hardware mechanism protecting your private key and no unauthorised person has had or will have access to the same;
- You are using your private key and the Certificate exclusively for authorised and legal purposes consistent with the terms and conditions of the CPS and this Agreement; and
- Each electronic signature created using your private key is your electronic signature, and the Certificate has been accepted and is operational (not expired or revoked) at the time the electronic signature is created.

eSignTrust warrants that:

- It will use reasonable care in the creation of the Certificate to ensure no errors introduced by itself in the certificate information;
- The Certificate complies in all material aspects with the CPS; and
- Its revocation services and use of a Repository conform to the CPS in all material aspects.

**5. DISCLAIMER OF WARRANTY**

eSignTrust EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. OTHER THAN THE WARRANTIES AS SET FORTH IN SECTION 4, eSignTrust DOES NOT MAKE ANY WARRANTY THAT THE SERVICE WILL MEET YOUR REQUIREMENTS, OR THAT THE SERVICE WILL BE UNINTERRUPTED, TIMELY, SECURE OR ERROR FREE; NOR DOES eSignTrust MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE OR AS TO THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH eSignTrust'S SERVICE. YOU UNDERSTAND AND AGREE THAT ANY MATERIAL OR DATA DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF eSignTrust'S SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK. eSignTrust IS NOT RESPONSIBLE FOR AND SHALL HAVE NO LIABILITY WITH RESPECT TO ANY PRODUCTS OR SERVICES PURCHASED BY YOU FROM A THIRD PARTY.

**6. eSignTrust'S ABILITY TO SUB-CONTRACT**

You hereby consent to eSignTrust sub-contracting the performance of some or all its obligations under this Agreement to a sub-contractor or sub-contractors chosen by eSignTrust. eSignTrust will remain liable for the performance of this Agreement whether or not such sub-contracting occurs.

**7. SEVERABILITY**

If any term or provision of this Agreement is declared invalid or unenforceable, in whole or in part, that term or provision will not affect the remainder of this Agreement; this Agreement will be deemed amended to the extent necessary to make this Agreement enforceable, valid and, to the maximum extent possible consistent with applicable law, consistent with the original intentions of the parties; and the remaining terms and provisions will remain in full force and effect.

**8. GOVERNING LAW**

This Agreement shall be governed by the laws of Macao Special Administrative Region ("MSAR"). The parties agree that any disputes related to the services provided under this Agreement shall be governed in all respects by and construed in accordance with the laws of MSAR.