

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).  
請在合適的方格內加上“X”。Please put a “X” in the appropriate boxes.

<b>第一部分 – 徵求者資料</b> <b>Section 1 – Requestor Details</b>		客戶編號 Cust. Ref. No.	
客戶類別 Customer Type	<input type="checkbox"/> 政府機關 Government <input type="checkbox"/> 商業機構 Corporate <input type="checkbox"/> 個人 Personal		
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)		
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 No.	簽發地點 Place of Issue		<input type="checkbox"/> 澳門 Macao <input type="checkbox"/> 其他： Other
證件到期日 Expiry Date	國籍 (非持有澳門居民身份證必須填寫) Nationality (Non BIR holder is required to fill in)		
聯絡電話 Contact No.		傳真號碼 Fax No.	聯絡電郵 E-mail Contact
<b>政府機關 / 商業機構客戶適用 For Government / Corporate User Use Only</b>			
機構名稱 Organisation Name (如適用 if applicable)	(中文 / In Chinese)		
	(葡文或英文 / In Port. or Eng.)		
部門 / 分部 Department / Branch (如適用 if applicable)			
職務 / 職級 / 職位 Position / Category (如適用 if applicable)			
<b>第二部份 – 服務申請詳情</b> <b>Section 2 – Service Request Details</b>			
帳戶登入名稱 Account Login Name			
服務申請 Requested Service	<input type="checkbox"/> <b>帳戶設定 Account Settings</b> 帳戶解鎖 / 重設帳戶密碼 Unblock User Account / Reset Account Password <input type="checkbox"/> <b>存取碼重設 Reset Access Code</b> 由客戶提供復原碼 Recovery Code provided by User <input type="checkbox"/> 客戶准許從加密權標中恢復客戶的復原碼 Authorized by User to Retrieve the Recovery Code from the Crypto Token		
<p>本人現向澳門郵電電子認證服務 (“eSignTrust”) 要求重設 / 解除上述被鎖定之登入帳戶密碼 / 服務存取碼。本人知悉 eSignTrust 僅在收到已簽署的申請表正本及當所徵求服務被確實後，以及本人須親臨 eSignTrust 註冊署，eSignTrust 才會重設 / 解除上述被鎖定之登入帳戶密碼 / 服務存取碼。</p> <p>I hereby request CTT eSignTrust Certification Services (“eSignTrust”) to reset / release the aforesaid Blocked Account Password / Service Access Code. I acknowledge that eSignTrust will only reset / release the aforesaid Blocked Account Password / Service Access Code if the duly-signed Request Form is received and the Release Request is verified; and that I am required to go in person to eSignTrust Registration Authority.</p> <p>徵求者簽署 Signature of Requestor</p> <p>簽署： Signature</p> <p>日期： Date</p> <p>時間： Time</p> <p>(日 DD / 月 MM / 年 YYYY) (時：分，上午 / 下午) (Hour:Minute, AM/PM)</p>			

### 第三部份 – 服務接收確認 Section 3 – Confirmation of Receipt of Service

本人確認已接收了以上詳列於第二部份之服務，並隨即自行設定唯我所知的新帳戶登入密碼 / 服務存取碼。  
I hereby confirm that I have received the Service details in Section 2 above and I have set immediately to a new Account Login Password / Service Access Code only known to myself

徵求者簽署

Signature of Requestor

簽署：  
Signature

日期：  
Date  
(日 DD / 月 MM / 年 YYYY)

時間：  
Time  
(時：分，上午 / 下午)  
(Hour:Minute, AM/PM)

### 申請辦法及處理 Request Method and Procedures

- 1) 您可經傳真、郵遞、附電子簽名之電子郵件或親臨澳門郵電電子認證服務註冊署提交「解除被鎖定“雲簽”服務申請」。倘需要，請遞交徵求者及證書登記人之身份證明文件副本。  
You may submit a Recovery of eSignCloud Signature Service Request Form by fax, postal mail, electronically signed e-mail or in-person at eSignTrust Registration Authority. If required, please submit the photocopy(ies) of identification document of the Requestor and the Certificate Subscriber.
- 2) 澳門郵電電子認證服務的工作人員或授權的註冊署工作人員將聯絡您並證實這個解除申請的真實性。  
CTT eSignTrust Certification Services personnel or authorised Registration Authority personnel will contact you to verify this Release Request.
- 3) 您須親臨 eSignTrust 註冊署以完成解除，完成後簽署服務接收確認。整過程約需時二十分鐘。  
You are required to go in person to eSignTrust Registration Authority to complete the release, and sign the Confirmation of Receipt of Service. The process may take around 20 minutes.
- 4) 澳門郵電電子認證服務的正常工作時段已註明在 eSignTrust 的認證作業準則內。在非正常工作時段所收到的解除被鎖定服務申請將於下一個工作天處理。  
CTT eSignTrust Certification Services' normal business hours are indicated in the Certification Practice Statement of eSignTrust ("CPS"). Recovery Request Form received outside normal business hours are processed on the next working day.
- 5) 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。  
The information you provide will be held confidentially by eSignTrust and its business partners, including other Certification Service Providers and their Registration Authorities.
- 6) 有關 eSignTrust 的作業情況，一切以 eSignTrust 認證作業準則為準。  
All certification practices of eSignTrust shall be in accordance with the CPS.

### 澳門郵電電子認證服務專用 For eSignTrust Certification Services Use Only

#### 負責人簽署 Authorised Signature

時戳 Time Stamp	申請表正本收件： Original Form Received	處理 Performed by :	覆核 Reviewed by :
		日期： Date (日 DD / 月 MM / 年 YYYY)	日期： Date (日 DD / 月 MM / 年 YYYY)
		備註 Remarks	備註 Remarks