



BBS / DIA Change of Service IP Address Requisition Form

Service Type: Business Broadband Service Dedicated Internet Access

For existing HGC Business Broadband or Dedicated Internet Access customer only. Please complete the form in English and send it by fax with your valid Business Registration to 1221.

Please select your choice with "✓".

(I) Customer Information (Please fill in ALL items)

Account No.:		Circuit No.:	
Customer Name:		Contact Person:	
Contact Tel. No.:	Fax No.:	Changes Request Date: (DD/MM/YY)	

*IP addresses will be effective in 14 working days upon approval of the requisition. HGC reserves the right on the final decision for approval. Please resend if no confirmation is received.

(II) Add / Change of IP Address

^Add IP Address	Monthly Fee	Special Monthly Fee	Quantity	Total Monthly Fee
<input type="checkbox"/> A block of 8	HK\$ 800	HK\$		HK\$
<input type="checkbox"/> A block of 16	HK\$1,600	HK\$		HK\$

Change of IP Address

<input type="checkbox"/> Non FTTO business broadband service / Dedicated Internet Access	Unit Price: HK\$ 400	Discounted Price: HK\$
<input type="checkbox"/> FTTO business broadband service	Unit Price: HK\$ 700	Discounted Price: HK\$

Note: The existing IP address range may change because of the addition.
(Please amend Domain Name Service record, if any)

Existing IP Addresses Range:	. . . - . . .
Assignment of Existing IP Address:	
Server:	
Firewall:	
PC:	
Gateway:	
Others:	

New IP Address Assignment

Detail Applications (Please attach network diagram)

^ For Multiple Fixed IP plan only.

Remarks: _____

Customer Endorsement

Company Stamp	<p style="text-align: center;">Authorized Signature</p> <p style="text-align: right;">Name : _____</p> <p style="text-align: right;">Title : _____</p> <p style="text-align: right;">Date : _____</p>
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Internal Use Only

Sales Name & ID	Sales Signature	Industry
Additional IP Address	Change IP Address	BBS / SBBS: IP400 / FTTO: IP700 / DIA: IP0400