



NetApp (Hong Kong) Limited Taiwan Branch

Supplier Add/Change Form
(供應商增加/信息變更申請表)

Please select one (請從以下兩個選項選擇其壹) :

- ☐ New Vendor / 新增供應商
- ☐ Existing vendor- (Change of info. - indicate the change in the impacted field(s) ONLY) / 供應商-(信息變更-只填寫信息有變更的項目)

Vendor Details (供應商信息)

Legal Company Name (in English)

法律實體名稱(英文名稱)

Legal Company Name (in Traditional Chinese)

法律實體名稱(繁體中文名稱)

Former Company Name (in English)
(Applicable for Change of Info.)

原法律實體名稱(英文名稱)
(只於供應商信息變更時填寫)

Former Company Name (in Traditional Chinese)
(Applicable for Change of Info.)

原法律實體名稱(繁體中文名稱)
(只於供應商信息變更時填寫)

Address Line 1 (in English)

公司地址(請用英文填寫)

Address Line 2 (in English)

公司地址(請用英文填寫)

City

公司所在地城市

Country

公司所在地國家

Business License Number

營業執照註冊號

Unified Business Number

統壹編號

Taiwan National Identification Number
(Not applicable to business)

國民身分證
(商務供應商不適用)

Vendor Contact (供應商聯系方式)

Main Contact - Name

主要聯系人-名字

Main Contact - Phone # :

主要聯系方式-電話號碼

Main Contact - Fax # :

主要聯系方式-傳真號碼

Email Address (Purchase Order Only)

電子郵件地址
(訂單管理負責人)

Email Address (Accounts Receivables)

電子郵件地址
(應收賬款負責人)

Payment / Bank Details (付款/銀行信息)

Invoice Currency

發票幣種

Payment Method

付款方式

Wire Only (只接受電匯付款方式)

Account Name (in English)

開戶銀行賬戶名稱 (英文名稱)

Account Name (in Traditional Chinese)

開戶銀行賬戶名稱 (繁體中文)

Bank Name (in English)

開戶銀行名稱 (英文名稱)

Branch Name (in English)

開戶銀行支行名稱 (英文名稱)

Bank Code (3 digits)

開戶銀行代碼 (3 位數)

Branch Code (4 digits)

開戶銀行支行代碼 (4 位數)

Account Number

開戶銀行帳號

Foreign Payments Only (外幣付款填寫項目)

International Swift Code

IBAN Code

ABA Routing Number (US Only)

Bank Address

City

Country

Mandatory Fields (必填項目)

Name & Position (PRINT)
(名字和職位)

Signature
(簽字)

Date (MM-DD-YYYY)
(日期)

Name of NetApp Contact & Email Address
(Netapp的聯系人和電子郵件地址)

@netapp.com

* **Payment Terms:** EOAP (End of Accumulation Period)+60 days
* **Payment Schedule:** Your payment terms will be 60 days from the end of the calendar month in which the invoice falls (accumulation period). Invoices will be paid in the next payment run after it comes due. Our payment runs will occur on the 3rd day of each month (or next business day).

Please scan and return completed form to GlobalProcurementServices@netapp.com

完整填寫此表格後請發送掃描件至 GlobalProcurementservices@netapp.com

- a. For vendor and payment term related inquiries, please contact us via Globalprocurementser@netapp.com
- b. For invoice and payment related inquiries, please contact us via aphelp@netapp.com