**WECHAT PAY HONG KONG Limited**

**LAW ENFORCEMENT DATA REQueST GUIDELINES**

**- LEGAL PROCESS REQUEST / PRESERVATION REQUEST FORM**

**Please use this form only if you are a Requesting Authority making a Request in accordance with the WeChat Pay Hong Kong Limited’s *Law Enforcement Data Request Guidelines.***

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| --- | --- |
| Request Reference No. (if any):*(Please use a separate form for each Request)* |  |
| Requesting Authority: |  |
| Requester’s Contact Details: | (i) Requesting Authority:(ii) Officer’s Name and Rank:(iii) Badge/Identification Number:(iv) E-mail Address (must be from the Requesting Authority’s email domain address):(v) Direct phone number:(vi) Address: |
| The user to which the Request relates (e.g. Customer ID, user’s identity information, linked FPS account, WeChat/Weixin ID, linked bank account, or linked mobile number): | Example:(i) Customer ID: 60XXXXX(ii) Mobile number: XXXXXXXX(iii) HKID: XXXXXXXX… |
| Detailed description of the Request: | (i) The specific data being requested and the time frame:(ii) Purpose of **each requested data** to be used in relation to the Request:(iii) Why is the requested data considered necessary for the identified purpose(s):(iv) How the failure to disclose the requested data would likely prejudice the purpose(s): |
| The basis of the Request, including the provisions of any specific legislation being relied upon and relevant supporting documentation evidencing authorisation to make such Request:  |  |
| Any other information / comment on the Request: |  |
| *[only applicable to Preservation Requests]* Expected determination date for the application for valid legal authority: |  |

I declare that to the best of my knowledge, all information contained in this Request Form is true and correct. The order / warrant / notice / direction is attached to this form / I declare that I intend to take all necessary steps to apply for valid legal authority and I undertake to provide to you forthwith a copy of any valid legal authority obtained or confirmation that the Preservation Request be released, as the case may be, pending the outcome of the relevant application.

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Signature and identification number Date