**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.***

|  |  |
| --- | --- |
| 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.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature and identification number Date