

## Central SMS Service Registration for SMS Account

Note: SMS Account is two-way SMS service which is capable of both sending and receiving SMS messages to/from your correspondent.

Department: \_\_\_\_\_

The department is aware that this is a charged SMS service\* and will be responsible to settle the monthly bill with the SMS vendor, 3 Hong Kong (3HK) [the invoice will be sent to the department (attention to the first nominated staff below) directly by 3HK].

I nominate the following staff to have the privilege to send SMS on behalf of my department via the SMS Account.

Name	Phone	Email

On successful registration, an account to access 3HK's SMS GUI for sending and receiving SMS will be provided to the staff nominated above. The account usage, username and password will be held responsible by the nominated staff/department.

Signature

Date

\_\_\_\_\_  
Head of Department

\* The department will maintain and provide the SMS phone list of its SMS recipients. SMS usages in the SMS Account will be charged to the department at HK\$0.5 per local message and HK\$2 per international (non +852) message. For example, if an SMS is sent to 110 audiences of which 10 are international, the department will be charged  $HK\$0.5 \times 100 + HK\$2 \times 10 = HK\$70$ . The department can check its SMS usage in the SMS Account. (A discount will be given if local SMS is sent to 3HK intra-network.)