

## Important Notes for Online Trading Services

Please read the following precautions before using Online Trading Services:

### A. Personal Identification Number (“PIN”) Management

1. Do not disclose your PIN to anyone including any joint account holder(s) in any event. In addition, do not send your PIN via email or instant messenger software and never use the same PIN to access other services.
2. Call Bright Smart immediately of any actual or suspected unauthorised use of your PIN and confirm your notification to Bright Smart in writing.
3. Do not, under any circumstances, disclose your PIN to any third party (including but not limited to who claims to represent Bright Smart or who claims to be an employee of Bright Smart or other authorised person or the police). It is not necessary for anyone to know your PIN. Bright Smart will never ask you for your PIN by email, phone, instant messenger software or any other method.
4. Disable options on your browser to avoid storing or retaining your PIN on your personal computer.
5. Change your PIN immediately when using Internet Securities/Futures Trading Service for the first time and destroy any messages or documents containing PIN information.
6. Notes for changing PIN
  - **Password combination should not less than 8 and not more than 15 alphanumeric characters (must include English alphabet letter) (e.g. A23431428)**
  - **Do not use the combination of consecutive numbers or same English alphabet letter of more than 4 digits (e.g. A1234888 or AAAA5726)**
  - **Do not repeat the previous PIN**
7. Do not use your HKID Card number, passport number, telephone number, date of birth, driving licence number or any popular number sequences.
8. Memorise the PIN, do not write down any PIN.
9. Be alert to your surroundings before conducting any online securities/futures trading. Make sure no one sees your PIN and cover the keypad when you enter your PIN on any device, such as mobile device or personal computer.
10. For security reasons, change your PIN regularly (at least every 3 months).
11. Change your PIN immediately if you suspect that you have been deceived by a fraudulent website or email. For example, if you fail to log in to a service website after inputting your PIN, regardless of whether any alert messages is received.

### B. Personal Computer, Mobile device and Email Protection

1. Take precautions against hackers, viruses, spyware, and any other malicious software when sending and receiving email, opening email attachments, visiting and disclosing personal/financial information to unknown websites, and downloading files or programmes from websites.
2. Enhance your protection with proper firewalls, anti-virus software, and anti-spyware software, and update them with security patches or newer versions on a regular basis. Use such protection measures to scan your PC or mobile device from time to time to strengthen the security of your personal computer.

3. Upgrade browsers and application software to support SSL encryption or a higher encryption standard.
4. Remove file and printer sharing options on your personal computer, especially when you have Internet access via cable modem, broadband connection, wireless connection, or other similar set-up.
5. Do not use software or programme(s) from untrustworthy sources.
6. Do not click URLs or hyperlinks embedded in any email to access the website of Bright Smart.
7. Limit the number of people who can use your personal computer and set your own password for your personal computer if it has this facility.
8. Disable your browser's "AutoComplete" function. On some browsers, this function remembers the data you input previously. Refer to your browser's "Help" function if necessary.

**C. Accessing Bright Smart Internet Securities/Futures Trading Service**

1. Keep your Bright Smart Internet Securities/Futures Trading Service account number confidential at all times and do not send account information via email or mobile device.
2. Make sure that all other browsers are closed before logging in to Bright Smart Internet Securities/Futures Trading Service.
3. Input Bright Smart Internet Securities/Futures Trading Service or Bright Smart's website into the address bar of a web browser directly.
4. Only access Bright Smart Internet Securities/Futures Trading Service through [www.bsgroup.com.hk](http://www.bsgroup.com.hk).
5. When you log in to Bright Smart Internet Securities/Futures Trading Service, please verify your last login date and time, displayed underneath "Welcome! [Your Name]" on the first page.
6. When using the free wifi online services provided by local and overseas public area (e.g. shopping mall, coffee shop, hotel, airport or public area etc.) for securities/ futures trading, should aware of the relevant security risks and hackers.
7. Do not click a hyperlink in an email, search engine, or any untrusted source to log in to Bright Smart Internet Securities/Futures Trading Service.
8. Confirm the authenticity of Bright Smart's website by comparing the URL and Bright Smart's name in its digital certificate. A security icon resembling a lock or key appears when authentication and encryption are activated.
9. Always log out and clear the browser cache after each trading session.
10. Do not leave your personal computer unattended while using Bright Smart Internet Securities/Futures Trading Service.
11. Do not use / install any unknown software or programme to access Bright Smart Internet Securities/Futures Trading Service.
12. Access Bright Smart Internet Securities/Futures Trading Service with browsers recommended by Bright Smart.
13. Do not use public computers to access Bright Smart Internet Securities/Futures Trading Service.
14. Check your balance and transaction history regularly. Notify Bright Smart immediately if you discover any errors or unauthorized transactions.
15. Regular review and follow security tips issued by Bright Smart.

16. Contact Bright Smart for confirmation immediately whenever a website claiming to originate from Bright Smart looks suspicious to you.

**D. Others**

1. In order to strengthen the network security, an alert message will be sent through push message and email in case the location of IP record is different from previous logged-in device.
2. Check your statement(s) regularly and inform Bright Smart immediately if you find any suspicious or unusual transactions.
3. Keep your statements and other important documents in a safe place. If you want to discard any documents that contain your personal information, destroy them first.
4. Under no circumstances shall Bright Smart, by way of email, ask for your personal information, such as your password, HKID Card number, date of birth, credit card number, credit card expiry date, etc. In addition, Bright Smart will not ask you to access Bright Smart's website by clicking hyperlinks attached to any email.
5. Bright Smart never authorise any person to send out any promotion materials via any communication group or online platform; In case receiving any invitation from instant messenger group in the name of Bright Smart and any recommendation, promotion and benefit made by any representative/staff/authorized person who claims to represent Bright Smart, do not provide any personal information and inform Bright Smart immediately.
6. Check the website's privacy policy statement and statement on security safeguards before providing personal data to the website.

**Declaration:**

- i) The client should read carefully the "Important Notes for Online Trading". The client should acknowledge and agree that the client is solely responsible for any losses, damages, compensations, interests and all costs incurred or related legal liabilities arising out of any instructions made through any Bright Smart Online Trading Platforms, which Bright Smart Group takes no responsibility for any of them.
- ii) The client is advised to carefully read the relevant trading risks and terms and conditions before trading. The client has fully read, confirmed, agreed, understood, and accepted the relevant trading risks and terms and conditions once the client trades securities in the relevant market. Please note that trading hours and rules may vary across different markets, and it is important to review the instructions to ensure the acceptance. If you have any questions, please visit our branch or call (852) 2537 1428 for inquiries.