



## Certified Clients Directory Enquiry Form 认证客户目录查询表格

This form is aimed at assisting the public who need to access information about certifications granted, suspected or withdrawn by Exquisite Certification and Audit Limited. To facilitate the enquiry process, please kindly provide the details as below:

此表格提供公众一个方式查询本公司所颁发之有效、暂停或取消的认证客户的认证情况。为了更快捷及更准确处理有关查询，敬请提供以下资料：

For enquiry of certification status of ONE specific client:

查询特定客户的认证情况：

Company Name 公司名称：\_\_\_\_\_

Exquisite Certification Number 臻致所发证书编号：\_\_\_\_\_

For enquiry on the directory, terms and conditions on page 2 of this form shall be agreed by the enquirer.

查询本公司的认证客户目录（查询者必须同意遵循本公司的查询条款细则）

Other enquiry: \_\_\_\_\_

其他查询: \_\_\_\_\_

### Enquirer Particulars 查询人资料

Company Name 公司名称 \_\_\_\_\_

Address 公司地址 \_\_\_\_\_

Name and Title 姓名和职位 \_\_\_\_\_

Contact Telephone Number and email 电话及电邮 \_\_\_\_\_

Date 日期 \_\_\_\_\_

Please fill in the above details and return to us by email: [cs@exquisite-service.com](mailto:cs@exquisite-service.com)

填妥表格后，请以电邮：[cs@exquisite-service.com](mailto:cs@exquisite-service.com) 发送给我们。



# Exquisite Certification and Audit Limited

## Terms and Conditions 查询条款细则

1. This Directory is publicly accessible at the office of Exquisite Certification and Audit Limited.  
查询人可于本公司办公室翻阅相关的客户目录信息。
2. An individual or organization (hereafter as 'user') should make appointment to access the Directory by emailing to [info@exquisite-service.com](mailto:info@exquisite-service.com). The maximum access is 1/2 hour per each appointment. Multiple appointments in one day would not be entertained.  
个人或组织（以下简称"查询人"）如欲翻阅相关信息，请电邮本表格至 [info@exquisite-service.com](mailto:info@exquisite-service.com) 预约。每次查询时间为 1/2 小时。本公司将不会接受一天内多次预约。
3. User shall commit to follow the instructions of Exquisite staff when accessing the Directory.  
于查询进行期间，查询人必须遵循本公司以下规定：
  - i. The access to the Directory shall not in any ways be used either by the User or through him/her for business solicitation or other promotional purpose. Exquisite reserves all rights to take any necessary legal actions when Exquisite's reputation is deemed jeopardized.  
查询人或任何人士不应该透过本公司之客户目录及资讯作商业或推广用途。为保障本公司之商誉，我们保留采用法律行动以打击上述不法行为。
  - ii. Upon arrival at the appointed time slot, user shall present his/her company name-card or personal ID document for registration.  
查询人在预约时间到访时，必须出示其公司名片或个人身份证明文件供本公司登记。
  - iii. The access is confirmed to the designated area only.  
查询只可在指定的地方进行。
  - iv. Duplication or removal of the Directory or part of it by any means is not allowed.  
禁止以任何形式复制或取走本公司客户目录。
  - v. The Directory and information contained remain the sole property of Exquisite.  
本公司客户目录所记载之资料均属本公司的资产。