

# HOW TO 'ZIP' YOUR FILE FOR HSBC SUBMISSION

The image shows a Google search for "7 zip free download" on the left. In the center is the 7-Zip logo. On the right is a Windows File Explorer window showing a list of files. A context menu is open over the files, with the "7-Zip" option selected, which has opened a sub-menu with various compression options.

Name	Date modified	Type	Size
Mortgage Document Checklist (Customer)	27/4/2022 3:32 PM	Adobe Acrobat D...	566 KB
Mortgage Document Checklist (Custome...	27/4/2022 3:32 PM	Adobe Acrobat D...	566 KB
HSBC Referral Form (Mortgage)	28/4/2022 12:34 PM	Adobe Acrobat D...	596 KB
HSBC Mortgage Application Form (Sept2...	27/4/2022 3:31 PM	Adobe Acrobat D...	1,437 KB
HSBC Mortgage Application Form (Sept2...	27/4/2022 3:31 PM	Adobe Acrobat D...	1,448 KB
CRS Individual Self Certi			
Appendix Net Purchas			
APPENDIX 7 - Net Purch			

8 items selected 5.15 MB

7-Zip context menu options:

- Extract files...
- Extract Here
- Extract to ""
- Test archive
- Add to archive...
- Compress and email...
- Add to "testing.7z"
- Compress to "testing.7z" and email
- Add to "testing.zip"
- Compress to "testing.zip" and email
- CRC SHA

- Go google search '7 zip free download'
- After success downloaded, you will get an icon with '7 zip'

- Find and select your loan documents that need send to HSBC, right click – 7-zip- add to achieve

***\*MUST zip your file using this 7zip, otherwise bank cannot open your file in normal zip file.***

Add to Archive

Archive: C:\Users\USER\Google Drive\Mortgage Report 2022\HSBC\Application Form\  
Application Form.zip

Archive format: zip

Update mode: Add and replace files

Compression level: 5 - Normal

Path mode: Relative pathnames

Compression method: \* Deflate

Options

Create SFX archive

Compress shared files

Delete files after compression

Encryption

Enter password:

Show Password

Encryption method: ZipCrypto

Memory usage for Compressing: 272 MB / 3204 MB / 4005 MB

Memory usage for Decompressing: 2 MB

Split to volumes, bytes:

Parameters:

OK Cancel Help

- Rename your folder name eg Tan xx xx

- Ensure the archive format under 'zip'

- Encrypt your file with the password **hsbc1234** (compulsory to use this password)

TAN XX XX 29/4/2022 11:38 AM WinRAR ZIP archive 5,048 KB

- It will appear this icon after you 'zip' the file

The screenshot shows the WinRAR interface. At the top, a status bar displays 'TAN XX XX', the date and time '29/4/2022 11:38 AM', the file type 'WinRAR ZIP archive', and the size '5,048 KB'. Below this, the main window title is 'TAN XX XX.zip (evaluation copy)'. The menu bar includes 'File', 'Commands', 'Tools', 'Favorites', 'Options', and 'Help'. The toolbar contains icons for 'Add', 'Extract To', 'Test', 'View', 'Delete', and 'Find'. The file list on the left shows several PDF documents, including 'Mortgage Document Checklist (Customer).pdf \*', 'Mortgage Document Checklist (Customer) - Copy.pdf \*', 'HSBC Referral Form (Mortgage).pdf \*', 'HSBC Mortgage Application Form (Sept20) Conv.pdf \*', 'HSBC Mortgage Application Form (Sept20) Amanah.pdf \*', 'CRS Individual Self Certification Form.pdf \*', 'Appendix Net Purchase Price Form.pdf \*', and 'APPENDIX 7 - Net Purchase Price Form (Dec'21) - Copy.doc...'. An 'Enter password' dialog box is overlaid on the right side of the window. The dialog box title is 'Enter password' and the main text reads 'Enter password for the encrypted file' followed by the file path 'C:\Users\USER\Ap... \Mortgage Document Checklist (Customer).pdf in archive TAN XX XX.zip'. It features a password input field, a 'Show password' checkbox (which is checked), a 'Use for all archives' checkbox (which is unchecked), and an 'Organize passwords...' button. At the bottom of the dialog are 'OK', 'Cancel', and 'Help' buttons.

- This is the sample when bank receive your 'zip' loan documents