



Website 網址 : www.htisec.com/asm

HAITONG MPF RETIREMENT FUND 海通 MPF 退休金
SPECIAL VOLUNTARY CONTRIBUTION ACCOUNT 特別自願性供款賬戶
WITHDRAWAL / ACCOUNT TERMINATION FORM 提取結餘/終止戶口表格

Note 注意：

- ◆ Please fill in this Form carefully. Any amendments should be clearly marked and counter-signed. Please do not use correction fluid. 請小心填寫此表格。如有任何資料刪改，請必須加簽。請避免用塗改液刪改資料。
- ◆ You are required to provide the personal information indicated with symbol [®]. Otherwise, we may not be able to process your instruction. 閣下必須提供以符號[®]表示的個人資料。否則，我們將可能無法處理您的指示。
- ◆ Your signature in this Form must be identical to trustees' record in order to avoid delay in processing your instruction. 為避免任何延誤處理閣下的指示，您在此表格的簽名必須與受託人之記錄相同。
- ◆ Please note that it will cause delay in processing your withdrawal instruction if there is any document outstanding in our record. 請注意如您記錄的資料有任何文件遺漏，將導致延誤處理您的提取結餘指示。
- ◆ Please send the completed Form to **Member Services, Fund Services Hong Kong, HSBC Institutional Trust Services (Asia) Limited, P.O. Box 73448, Kowloon Central Post Office, Hong Kong** or fax it to 3409-2688. 請將填妥表格寄往**香港九龍中央郵政局郵政信箱 73448 號，滙豐機構信託服務（亞洲）有限公司，退休金行政部**收或傳真致 3409-2688。
- ◆ Should you have any questions when completing this Form, please feel free to call Haitong MPF 24 Hours Auto-Info-line at 2500-1600. 如閣下於填表時有任何疑問，請致電海通 MPF 24 小時自助資訊通 2500-1600。
- ◆ All investments are subject to the latest Explanatory Memorandum (and any Addenda thereto) of the Haitong MPF Retirement Fund (the "Plan"), as amended from time to time. Please refer to the Explanatory Memorandum (and any Addenda thereto) of the Plan for details. 所有投資資料經不時修改須以海通 MPF 退休金（“本計劃”）之最新基金說明書（及其附錄）為準。詳情請參考本計劃之最新基金說明書（及其附錄）。
- ◆ If you invest into Default Investment Strategy ("DIS") and this instruction is still in progress, the annual de-risking of DIS will be deferred until completion of this instruction. 假如您投資於預設投資策略，而於您生日當日正在處理本指示，預設投資策略每年降低風險的安排將會完成本項指示後處理。

PART I - PERSONAL INFORMATION 第一節 個人資料

Please ✓ the appropriate box 請在適當空格填上✓號

<input type="checkbox"/> Member English Name 成員英文姓名 <input type="checkbox"/> Mr 先生 <input type="checkbox"/> Ms 小姐 <input type="checkbox"/> Mrs 女仕		
Surname 姓 _____		
First Name 名 _____		
Member Chinese Name 成員中文姓名		<input type="checkbox"/> Hong Kong ID Card No. 香港身份證號碼 / <input type="checkbox"/> Passport No. 護照號碼
<input type="checkbox"/> Contact Tel. No. 聯絡電話號碼	Mobile No. 手提電話號碼	Special Voluntary Contribution Account No. 特別自願性供款賬戶號碼

PART II - WITHDRAWAL DETAILS 第二節 提取結餘資料

Name of Constituent Fund 成分基金名稱	Percentage of fund holdings to Withdraw (Complete in multiples of 5%) 提取結餘百分比 (請以 5% 或其倍數填寫)
Default Investment Strategy 預設投資策略	%
Haitong MPF Conservative Fund 海通強積金保守基金	%
Haitong Global Diversification Fund 海通環球分散基金	%
Haitong Asia Pacific (excluding HK) Fund 海通亞太（香港以外）基金	%
Haitong Hong Kong SAR Fund 海通香港特區基金	%
Haitong Korea Fund 海通韓國基金	%
Haitong Core Accumulation Fund 海通核心累積基金*	%
Haitong Age 65 Plus Fund 海通 65 歲後基金*	%

*Haitong Core Accumulation Fund / Haitong Age 65 Plus Fund as individual fund choice(s) (rather than as part of the DIS).

海通核心累積基金/海通 65 歲後基金作為單獨投資，（即非預設投資策略的一部份）

HSBC Institutional Trust Services (Asia) Limited
滙豐機構信託服務(亞洲)有限公司

Note 注意：

- ◆ If there are any pending transactions (such as annual de-risking of Default Investment Strategy ("DIS"), switching or another withdrawal transaction), your withdrawal instruction will be processed after the settlement of these pending transactions.
如有任何交易（如預設投資策略的每年降低風險安排、資產調配或其他提取結餘交易）正在處理中，您的提取指示將會在完成該項交易後執行。
- ◆ If this instruction is still in progress, the annual de-risking of DIS (if applicable) will only take place after the completion of this instruction.
如本指示正在處理中，預設投資策略每年降低風險的安排(如適用)將會完成本項指示後處理。
- ◆ Please note that the value of withdrawal should be at least equivalent to HKD5,000 per time and you can make up to 4 withdrawals in each financial year free of processing charge.
請注意每次提取價值必須不少於港幣伍仟元正而閣下於每財政年度可享有四次免手續費的提取服務。
- ◆ Any unclear instructions may delay the payment processing time.
任何不明確的指示可引致延誤您的付款時間。
- ◆ Please note that the Trustee reserves the right to terminate your Special Voluntary Contribution Account upon one month's written notice if the balance of your account does not exceed HK\$1,000 and you have not made any contributions to the SVC account in the last 12 months.
請注意如您於最近十二個月沒有為特別自願性戶口作出供款，而戶口內結餘不超過港幣一仟元，信託人有權於發出通知一個月後保留終止您的特別自願性供款賬戶之權利。
- ◆ Please note unless you have stopped your direct debit authorisation account, we will continue to debit your account for monthly contribution even though you have withdrawn all units.
請注意除非閣下終止您的直接付款戶口，否則我們將繼續於戶口內扣除每月供款即使你已提取所有基金單位。

PART III - TERMINATION DETAILS 第三節—終止戶口詳情

Please ✓ the following box if you would like to terminate your account and you do not need to complete Part II above.
如您希望終止戶口，請在空格內填上✓號及您不需填寫上述第二部份。

If there are any pending transactions (such as annual de-risking of Default Investment Strategy ("DIS"), switching or another withdrawal transaction), your termination instruction will be processed after the settlement of these pending transactions.

如有任何交易（如預設投資策略的每年降低風險安排、資產調配或其他提取結餘交易）正在處理中，您的終止戶口指示將會在完成該項交易後執行。

I would like to terminate my Special Voluntary Contribution Account by stopping my future contributions to the Special Voluntary Contribution Account and withdrawing all holdings in the account.

本人希望終止特別自願性供款賬戶內的未來供款及提取戶口所有結餘。

Note 注意：

- ◆ Please note that if your termination instruction is received on or after 12:00 noon of 25th day of the month, we may not be able to stop the next regular monthly contribution arrangement and the units subscribed in the coming month will only be redeemed within 7 working days after the contribution dealing date. If 25th is not a working day, the cut-off time will be 12:00 noon of the preceding working day.

請注意如我們在當月二十五日或以後收到您的終止戶口指示，我們或將不能停止您下期正常供款的安排。而您於下期正常供款購入的單位需時七個工作天（以單位交易日起計算）方可贖回。如二十五號並不是工作天，截止日期將會提前至上一個工作天的中午十二時。

PART IV - PAYMENT DETAILS 第四節—付款資料

Please credit me with the withdrawal proceeds as follows: 請將本人提取的結餘以下列方式支付：

- by cheque and send to my correspondence address 支票及寄往本人聯絡地址
(bank charge will be incurred for foreign currency cheque, as applicable 以外幣支票付款銀行或會收取服務費用)
- by depositing directly into my bank account under my name 直接存入本人之銀行賬戶
(Please note that any bank charges incurred (including payee bank and receiving bank) in the remittance and/or currency conversion will be borne by the account holder. 請注意：銀行（包括支款銀行及收款銀行）可就匯款及／或貨幣轉換收取費用，而有關費用將由戶口持有人支付。)

Name of Bank: _____

銀行名稱：_____

Account Number: _____

賬戶號碼：_____

If the bank indicated is an overseas bank, please provide the country where your overseas bank is located (with detailed address) and the name of the correspondent bank in Hong Kong:

若指定的銀行為海外銀行，請提供海外銀行所在的國家（詳細地址）及在香港的代理銀行：

(Please complete this part in English 請以英文填寫此部份)

Overseas Bank Location: _____

海外銀行所在的國家：_____

Swift Code (where applicable): _____

國際匯款代碼（如適用）：_____

Correspondent Bank in Hong Kong: _____

在香港的代理銀行：_____

PART V – PERSONAL DATA COLLECTIONS STATEMENT 第五節—個人資料收集聲明

- Subject to any applicable laws of Hong Kong Special Administrative Region, information supplied on the Form and otherwise in connection with your participation in the Haitong MPF Retirement Fund (the “Plan”) may be held by the Trustee and will be used for the purposes of processing your participation in the Plan, and may also be used for the purpose of carrying out your instructions or responding to any enquiry purporting to be given by you, dealing in any other matters relating to your participation in the Plan (including the mailing of reports or notices), and used by the employer (or a related company of the employer) for any purpose including but not limited to the purpose of calculating such employer's long service or severance payment accrued liability at any time, forming part of the records of the recipient as to the business carried on by it, observing any legal, governmental or regulatory requirements of any relevant jurisdiction (including any disclosure or notification requirements to which any recipient of the data is subject) and to provide a marketing database for product and market research if they are relevant to the Plan or to provide information for the dispatch of information on other products or services to you from the Sponsor or any connected person of the Sponsor if such products or services relate to the Plan. All such information may be retained after you have ceased to participate in the Plan.

根據香港特別行政區有關法例規定下，信託人可保留本表格所載資料及其他有關申請參予海通 MPF 退休金 [本計劃] 的資料，以作為進行您申請參加此退休計劃之用；同時亦可用作執行您的指示或答覆您的查詢；或其他有關參與本計劃之事項（包括郵寄報告或通告）；僱主（或其有關聯營公司）之用，包括但不限於用作在任何時間計算長期服務金及遣散費；此等資料將構成收款人業務之部份記錄；遵行任何有關適用司法管轄區的法律、政府或監管規定（包括任何所屬收款人的資料披露及通知的規定）；及提供保薦人或其有關連人仕用作推廣與本計劃相關的產品及市場研究、或向您發放其他與本計劃相關的產品或服務資料。在您停止參與本計劃後，信託人仍可保留上述所有資料。

- In order to provide services or hardware such as administrative, computer, operational support and etc. which are relevant to the Plan, the Trustee may disclose and transfer such information to the auditors of the Plan and the Sponsor, including any of their employees, officers, directors and agents and/or to the ultimate holding company of the Sponsor and the Trustee and/or their subsidiaries and/or affiliates or to any third party employed to provide administrative, computer or other services or facilities to any person to whom data is provided or may be transferred as aforesaid. The Trustee may also make disclosure or transfer data to any judicial or regulatory authority entitled thereto by law or regulation (whether such authorities are statutory or not) in connection with your participation in the Plan. Provision of data made by the Trustee pursuant to this clause may be to any persons outside Hong Kong.

為提供與本計劃相關的行政、電腦、營運支援等服務或設備，信託人可披露或轉交有關參與本計劃的資料予本計劃的核數師和保薦人，及其僱員、主任、董事及代理人；及／或保薦人及信託人的最終控股公司；附屬公司及／或聯營機構；或其僱用之第三者以提供行政、電腦或其他服務或設備。信託人亦可披露或轉交有關參與本計劃的資料予任何法律或法規授權之任何司法或監管機構（無論該等機構是否法定機構）。信託人可按本條披露或轉交資料予非居港人士。

3. Upon request, you are entitled under the Personal Data (Privacy) Ordinance (“PDPO”) to be informed by the Scheme’s Sponsor, “Haitong International Investment Managers Limited” whether it holds personal data as defined under PDPO about you and to request access to and/or correction of any such data. You also have right to inform the Scheme’s Sponsor anytime if you do not wish to receive any marketing materials in relation to the Plan. Any such request may be made by post to the Client Servicing Officer, Haitong International Investment Managers Limited, 22/F, Li Po Chun Chambers, 189 Des Voeux Road Central, Hong Kong.
如有需要，您有權就《個人資料（私隱）條例》（“該條例”）要求本計劃的保薦人“海通國際投資經理有限公司”提供是否持有您該條例所定義的個人資料，或要求接觸和／或更改任何該等資料。若您不欲再收取任何與本計劃相關的市場推廣資料，您亦有權為此隨時通知本計劃的保薦人。此類要求，可以書面查詢，請郵寄香港德輔道中 189 號李寶椿大廈 22 樓，海通國際投資經理有限公司—客戶服務主任收。
4. You have the right to obtain access and to request correction of any personal information concerning yourself held by the Trustee. Request for such access can be made in writing and addressed to “Member Services, Fund Services Hong Kong, HSBC Institutional Trust Services (Asia) Limited, P.O. Box 73448, Kowloon Central Post Office, Hong Kong”.
您有權向信託人查閱及要求修正關於您的任何資料。有關要求可書面向信託人提出，並郵寄致「香港九龍中央郵政局郵政信箱 73448 號，滙豐機構信託服務（亞洲）有限公司，退休金行政部」收。

PART VI - DECLARATIONS 第六節 — 聲明

I hereby agree to indemnify the Trustee against any actions, proceedings, claims, losses, damages, costs or expenses which may be brought against the Trustee or suffered or incurred by the Trustee arising either directly out of or in connection with the Trustee accepting facsimile instructions and acting thereon, whether or not the same are confirmed by me in writing, unless due to the wilful default or gross negligence of the Trustee.

本人同意並授權信託人接受傳真指示及根據該等指示處理有關事宜，而不須本人之確認。信託人無須因此而直接或間接負上任何責任，賠償，損失或費用。惟若因信託人故意失責或嚴重疏忽別論。

Notwithstanding the previous paragraph, the Trustee has the right to determine which Forms or other documents of instructions may or may not be accepted by facsimile.

儘管有上段之規定，信託人有權決定接受何種傳真表格或指示。

Signature of Member 成員簽署

(Must be identical to the Trustee’s record 必須與信託人的記錄相同)

Date 日期

Please provide us with the required document(s)/information that was/were outstanding during your membership as a Special Voluntary Contribution Account member. Please note that it will cause delay to process your payment withdrawal instruction if there is any required document(s)/information outstanding.

請提供於成為特別自願性供款成員時未遞交的所需文件／資料。請注意如有任何文件遺漏，將導致延誤處理閣下的提取結餘指示。

Please ✓ the appropriate box. 請在適當的空格填上 ✓ 號

I enclosed the following information together with this Withdrawal / Account Termination Form:

本人附上此提取結餘／終止戶口表格連同以下資料：

- For any additional withdrawal request, please find enclosed a crossed cheque for HKD200 make payable to “HSBC Institutional Trust Services (Asia) Limited – Haitong MPF Retirement Fund”.

就本人的額外提取結餘要求，已連同一張抬頭付予“HSBC Institutional Trust Services (Asia) Limited – Haitong MPF Retirement Fund”的港幣二百元劃線支票。