



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：

- ◆ This form shall apply for the purpose of partial withdrawal or termination of Special Voluntary Contributions (“SVC”) account. If you wish to make partial withdrawal, please specify the withdrawal percentage in Part II of the form. If you wish to terminate your SVC account and withdraw all holdings, please complete Part III of the form.
此表格適用於提取部分特別自願性供款或終止特別自願性供款帳戶。如欲提取部分特別自願性供款，請於本表格的第二部內列明提取之百分比。如欲終止特別自願性供款帳戶及提取全數結餘，則填寫本表格的第三部。
- ◆ Please read the latest MPF Scheme Brochure (and any Addenda thereto) of the Haitong MPF Retirement Fund (the “Plan”) carefully before you complete this form.
填表前，請先細閱海通 MPF 退休金（「本計劃」）最新強積金計劃說明書（及其附錄）。
- ◆ 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信託人之記錄相同。
- ◆ 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 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，請必須加簽及避免用塗改液刪改資料。
- ◆ 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** 或傳真至 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。
- ◆ The price of fund units may change due to market fluctuations and may go down as well as up. The price of fund units on the date when you submit a withdrawal form to the scheme administrator may be different from that on the date when the fund units are redeemed.
基金單位價格會因市場波動而出現變化，單位價格可跌亦可升。您向計劃行政管理人所提交提取表格當日的基金單位價格，或會與贖回基金單位當日的價格有所不同。
- ◆ 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

[Ⓞ] Member English Name 成員英文姓名 <input type="checkbox"/> Mr 先生 <input type="checkbox"/> Ms 女士 <input type="checkbox"/> Mrs 太太		
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
[Ⓞ] 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 Fund 海通亞太基金	%
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）

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 withdrawal of Special Voluntary Contribution exceeding 4 instalments in a financial year of the Plan will not be allowed and the value of withdrawal should be at least equivalent to HKD5,000 per time.
請注意每個財政年度提取本退休金的特別自願性供款不得超過 4 次，而每次提取價值必須不少於港幣伍仟元正。
- ◆ 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 monthly contribution by direct debit, annual de-risking of Default Investment Strategy ("DIS"), switching or another withdrawal transaction), your redemption and termination instruction will be processed after the settlement of these pending transactions.

如有任何交易（如經自動轉帳之每月供款、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，您的贖回及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：

- ◆ Redemption of units will normally be processed within 4 working days and the payment will normally be arranged within 8 working days after the date of receipt of this completed instruction. Any incomplete instruction may delay the execution of your withdrawal instruction. However, if you are making regular monthly contributions by direct debit arrangement and your termination instruction is received after 12:00 noon of 25th of the month, (i) your next regular monthly contribution will not be stopped, and (ii) the redemption of units will only be processed after completion of your monthly contribution and be redeemed within 7 working days after the units subscribed in the coming month. If 25th is not a working day, the cut-off time will be 12:00 noon of the preceding working day.

在一般情況下，基金贖回將於收妥指示後的 4 個工作天內處理，而有關款項則會在 8 個工作天內安排支付 (以收到完整的指示為準)。若您提供的資料不完整，您的提取指示將會被延誤處理。但如您正在透過直接付款方式作出定期供款，而於該月第 25 日中午十二時以後才收到您的終止帳戶指示，則(i) 您下一期的定期供款將不能停止，及(ii) 基金贖回只待您完成每月供款交易後才會執行，並於您下月的購入單位交易完成後的 7 個工作天內進行贖回。如第 25 日當天並不是工作天，則截止日期將會提前至上一個工作天的中午十二時。

- ◆ Please also consider carefully the processing arrangement of your redemption and termination instructions subject to certain circumstances as mentioned in “Note” under Part II.

請仔細考慮在第二部分[注意]中提及的若干情況下，您的贖回和終止指示的處理安排。

PART IV - PAYMENT DETAILS 第四節－付款資料

In absence of any payment method or rejected payment by bank transfer, the benefits may be paid by cheque in Hong Kong Dollars and to be sent to the correspondence address. If you do not select any payment currency in your instruction below, the payment will be denominated in Hong Kong Dollars. 在沒有提供任何付款方式或銀行轉賬款項被拒絕的情況下，有關權益可能會安排以港幣支票付款郵寄往通訊地址。如您在下方沒有勾選任何付款貨幣，付款將會以港幣為貨幣單位。

- (i) by cheque and send to my correspondence address 支票及寄往本人通訊地址
(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)
- Hong Kong dollars 港幣 United States dollars (Local Bank) 美元 (本地銀行)

OR 或

- (ii) by depositing directly into my bank account under my name 直接存入本人之銀行帳戶
(Please note that third party bank account is not acceptable and 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：不接受第三者名義開立的銀行帳戶及銀行 (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。)

(Local Bank only 只限本地銀行)

- Hong Kong dollars 港幣 United States dollars 美元

Name of bank account holder: 銀行帳戶持有人：
Name of Bank: 銀行名稱：
Bank account number: 銀行帳戶號碼：

OR 或

(Overseas Bank only 只限海外銀行)

(Please complete this part in English, it may delay the payment process if the information provided below is incomplete or incorrect 請以英文填寫以下部份，如下述資料不完整或不正確，將可能延誤處理付款程序)

Hong Kong dollars 港幣 United States dollars 美元

Name of bank account holder: 銀行帳戶持有人：	
Name of Bank: 銀行名稱：	
Bank account number: 銀行帳戶號碼：	
For overseas bank only: 只適用於海外銀行：	Overseas Bank's Detailed Address: 海外銀行的詳細地址：
	Name of Correspondent Bank in Hong Kong*: 香港的代理銀行名稱*：
	Swift Code / ABA No. (if applicable): 全球金融同業電信協會代碼／美國銀行協會號碼（如適用）：
	Other settlement information (if any): (e.g. IBAN) 其他結算資料（如有）：（例如 IBAN）
	*The administrator will determine the correspondent bank if no or incomplete information is provided. In such case, the payment may be delayed. 資料有任何遺漏或不完整，將由行政管理人自行決定所屬代理銀行。在此情況下，付款指示將可能被延遲。

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

I agree that:
本人同意：

- Subject to any applicable laws of Hong Kong Special Administrative Region, information supplied on any schedule or Form and otherwise in connection with my participation in the Plan may be used for one or more of the following purposes: (i) processing my participation in the Plan, including but not limited to administering and managing my contributions and accrued benefits under the Plan, e.g. carrying out my instructions or responding to any enquiry purporting to be given by me or on my behalf, and dealing in any other matters relating to my participation in the Plan (including the mailing of reports or notices), (ii) complying with an order of any court and observing any legal, governmental or regulatory requirements of any relevant jurisdiction (including any disclosure, reporting or notification requirements to which any recipient of the data is subject, e.g. tax reporting requirements under the Inland Revenue Ordinance and its provisions) and, (iii) to provide a marketing database for MPF product and market research if it is / they are relevant to the Plan, to conduct direct marketing activities of MPF products and / or MPF services only if my consent is obtained or to provide information for the dispatch of information on other products or services to me from the Plan's Sponsor "Haitong International Investment Managers Limited" ("Sponsor") or any connected person of the Sponsor if such products or services relate to the Plan. To the extent not prohibited by the MPF legislations and / or the Personal Data (Privacy) Ordinance ("PDPO"), all of such information may be retained after I have ceased to participate in the Plan.

根據香港特別行政區的適用法律，本人參與計劃相關表格或其他文件上所提供的資料，會將用作以下目的：(i) 處理本人參與強積金計劃的相關事宜包括但不限於處理參與計劃中的累算權益，執行本人的指示、回應本人的查詢或回應宣稱代本人作出的查詢、處理本人參與強積金計劃相關的其他事宜（包括寄發報告或通知書），(ii) 遵守任何法律的命令及司法權區的法律、政府、監管規定（包括收集這些數據而須作出披露、報告或通知的規定，如稅務局及相關規定下的稅務報告），(iii) 為強積金產品或市場研究作為營銷的數據庫（如與強積金計劃有關）、只限於強積金產品及／或強積金服務的市場推廣用途（如獲得本人同意）、保薦人海通國際投資經理有限公司（“保薦人”）或其關連人士須向本人寄發其他產品或服務資料而需要的資料（如與強積金計劃有關）。在個人資料（私隱）條例及／或強積金法例不禁止的前提下，即使本人不再參與強積金計劃，所有這些資料仍會被保留。

- Upon request, I am entitled under the PDPO to be informed by the Sponsor whether it holds personal data as defined under PDPO about me and to request access to and / or correction of any such data. I also have the right to inform the Sponsor at any time if I do not wish to receive any marketing materials in relation to the Plan. Any such request may be made by post to the Client Services Officer, Haitong International Investment Managers Limited, 22/F, Li Po Chun Chambers, 189 Des Voeux Road Central, Hong Kong.

本人可要求並有權根據個人資料（私隱）條例而了解保薦人是否持有個人資料（私隱）條例所界定有關本人的個人資料，並可要求查閱及／或更改任何這些資料。本人有權隨時通知保薦人本人不希望再收取與強積金計劃相關的推廣資訊的意願。有關要求可以書面方式寄發到向海通國際投資經理有限公司的客戶服務部（地址為香港德輔道中 189 號李寶椿大廈 22 樓）。

3. HSBC Provident Fund Trustee (Hong Kong) Limited (the “Trustee”) may, for the purposes stated above (excluding the purpose under paragraph 1(iii) above, which is not applicable to the Trustee), directly or indirectly, 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 service provider, agent or delegate employed to provide services or hardware such as administrative, computer, operational support or other services or facilities which are relevant to or in connection with operation of the Plan. The Trustee may also make disclosure or transfer data, directly or indirectly, to any judicial, governmental or regulatory authority entitled thereto by law or regulation (whether such authorities are statutory or not). Provision of data made by the Trustee pursuant to this clause may be to any persons outside Hong Kong.

HSBC Provident Fund Trustee (Hong Kong) Limited (“信託人”) (不包括上文第 1(iii)段所述的目的, 即不適用於信託人) 可能需要直接或間接向某些人士披露和轉交這些資料, 這些人士包括強積金計劃和保薦人 (包括其僱員、高級人員、董事及代理) 的核數師及 / 或保薦人及託管人的最終控股公司及 / 或其附屬公司及 / 或聯屬公司, 或受委聘負責向接收或獲轉交數據的人士提供行政、電腦、服務、操作協助或與運營計劃相關的設施的第三方。信託人亦可能需要就本人參與的強積金計劃直接或間接向有權按照法律法規的司法、政府或監管機構 (不論是否法定機構) 披露或轉交數據。信託人根據本條款所提供的數據或會向位於香港境外的人士提供。

4. I am required to provide the information supplied on the Form or otherwise in connection with my participation in the Plan, I understand that if I do not provide such information, the Trustee will not be able to properly process my membership and benefits under the Plan. I have the right to obtain access and to request correction of any personal information concerning myself held by the Trustee. Request for such access can be made in writing and addressed to HSBC Provident Fund Trustee (Hong Kong) Limited, P.O. Box 73448, Kowloon Central Post Office, Hong Kong.

本人需要提供表格上提供的資料或與本人參與強積金計劃有關的資料, 本人明白如本人不提供這些資料, 信託人將不能適當處理本人的強積金計劃的會籍和福利。本人有權查閱信託人持有有關本人的個人資料及要求修改這些個人資料。本人可發出書面要求並寄發到 HSBC Provident Fund Trustee (Hong Kong) Limited (地址為香港九龍中央郵政局郵政信箱 73448 號) 查閱個人資料。

5. I understand and agree that the Sponsor, “Haitong International Investment Managers Limited” and / or the Trustee of the Plan may request from me, both upon this application and during such time as I am a member of the Plan, such evidence and / or documentation as any of them may require to fulfill their obligations under applicable law, regulation or regulatory policy, including, but not restricted to, laws, regulations or guidelines addressing anti-money laundering and tax reporting, and I shall provide such information.

本人明白及同意保薦人海通國際投資經理有限公司及 / 或計劃的信託人可, 在遞交本申請時及本人身為計劃成員期間, 要求本人提交履行本人的責任而可能需要的該等證明及 / 或文件。該責任根據適用法例、規例或規管政策, 包括但不限於有關反洗黑錢的法例、規例或指引及稅務報告, 而本人亦必須提供該等資料。

PART VI - DECLARATIONS 第六節 — 聲明

I understand that my instruction given previously, as to whether I wish to / wish not to receive any marketing materials in relation to the Plan from the Sponsor, will continue to be in force unless I complete and submit a “Change of Particulars For Members / Self-Employed Person” form to change my consent.

本人明白本人之前提交的指示, 就關於本人是否希望收取保薦人海通國際投資經理有限公司有關強積金計劃的推廣資料將會保持效力, 除非本人完成並提交了更改成員 / 自僱人士資料表格。

I confirm that there is no change of my nationality, residential address and other relevant identification document as provided to the Trustee.

本人確認就本人的國籍、住址及已提供予信託人的其他該等身份證明文件均維持不變。

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。