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## HAITONG MPF RETIREMENT FUND 海通 MPF 退休金

### CHANGE OF VOLUNTARY CONTRIBUTION FORM FOR MEMBER / SELF-EMPLOYED PERSON

### 成員 / 自僱人士更改自願性供款表格

**Note 注意：**

- ◆ Please read the latest MPF Scheme Brochure (and any Addenda thereto) of 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 <sup>⊗</sup>. Otherwise, we may not be able to process your instruction.  
閣下必須提供以符號 <sup>⊗</sup> 表示的個人資料。否則，我們將可能無法處理您的指示。
- ◆ If you did not previously provide any identification or address proof document, or your identification or address proof information has been changed, please provide certified true copies of the HK Permanent ID Card / Passport and proof of residential address (e.g. utility bills or bank statements) issued within the latest three months.  
若您以往未曾提供任何身份證明文件或住址證明，或身份證明文件或住址證明的資料已變更，請提供香港永久性居民身份證 / 護照及最近三個月內發出的住址證明（例如公共事業的繳費單或銀行月結單）之認證副本。
- ◆ 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，退休金行政部收或傳真至 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。

#### PART I - MEMBER INFORMATION 第一節 - 計劃成員資料

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

<sup>⊗</sup> <b>Employer Name 僱主名稱</b>		<b>Company Code 僱主編號</b> _____
<sup>⊗</sup> <b>Member English Name 成員英文姓名</b> <input type="checkbox"/> Mr 先生 <input type="checkbox"/> Ms 女士 <input type="checkbox"/> Mrs 太太 Surname 姓 _____ First Name 名 _____		<b>Member Chinese Name 成員中文姓名</b>
<sup>⊗</sup> <b>Nationality 國籍</b>	<sup>⊗</sup> <input type="checkbox"/> <b>Hong Kong ID Card No. 香港身份證號碼</b> / <input type="checkbox"/> <b>Passport No. 護照號碼</b> <small>(Passport number is only applicable for persons without HKID card. Persons who are NOT holders of HK Permanent ID card must provide a certified true copy of the HKID Card and Passport. 只限未持有香港身份證者，才可填報護照號碼。若並非持有香港永久性居民身份證的人士，則必須提供香港身份證及護照之認證副本。)</small>	<sup>⊗</sup> <b>Contact Tel. No. 聯絡電話號碼</b>
<sup>⊗</sup> <b>Job Details 工作資料</b> (Please ✓ the appropriate box. 請在適當的空格填上 ✓ 號)		
<b>Occupation Details 職業資料</b> <input type="checkbox"/> Employee 受僱 (Job Position 工作職位: _____) <input type="checkbox"/> Not currently employed 現時並未受僱 <input type="checkbox"/> Full-Time Student 全日制學生 <input type="checkbox"/> Housewife 家庭主婦 <input type="checkbox"/> Others 其他 (please specify 請註明: _____)		
<b>Nature of Business 業務性質</b> <input type="checkbox"/> Catering 飲食及酒店業 <input type="checkbox"/> Cleaning 清潔業 <input type="checkbox"/> Community / Social / Personal Services 社區 / 社會 / 個人服務業 <input type="checkbox"/> Construction 建造業 <input type="checkbox"/> Finance / Insurance / Real Estate / Business Services 金融 / 保險 / 地產 / 商用服務業 <input type="checkbox"/> Hairdressing and Beauty 理髮及美容業 <input type="checkbox"/> Manufacturing 製業製造業 <input type="checkbox"/> Security Guard 保安護衛業 <input type="checkbox"/> Transport 運輸業 <input type="checkbox"/> Wholesale / Retail / Import and Export Trades 批發 / 零售 / 進出口貿易業 <input type="checkbox"/> Others 其他 (please specify 請註明: _____)		

HTHK/FORM/MPF/Haitong/EE/Change VC (20210401)

**Administrator 行政管理人: HSBC Institutional Trust Services (Asia) Limited 滙豐機構信託服務（亞洲）有限公司**  
**Trustee 信託人: HSBC Provident Fund Trustee (Hong Kong) Limited**

<p><b>Source of Wealth (may choose more than one) 財富來源 (可選擇一個或以上)</b> (Please ✓ the appropriate box. 請在適當的空格填上 ✓ 號)</p> <p><input type="checkbox"/> Earning from work 工作薪金   <input type="checkbox"/> Inheritance 遺產繼承   <input type="checkbox"/> Sale of assets (e.g. property) 出售資產 (例如物業)</p> <p><input type="checkbox"/> Personal savings 個人儲蓄   <input type="checkbox"/> Investment return / Investment matured 投資回報 / 投資到期</p> <p><input type="checkbox"/> Others 其他 (Please specify 請註明: _____)</p>
<p><b>Source of Fund (may choose more than one) 資金來源 (可選擇一個或以上)</b> (Please ✓ the appropriate box. 請在適當的空格填上 ✓ 號)</p> <p>(a) Means of fund transfer(s) 資金轉移方式</p> <p><input type="checkbox"/> Cash 現金   <input type="checkbox"/> Telegraphic Transfer 電匯   <input type="checkbox"/> Cheque 支票   <input type="checkbox"/> Other 其他 (Please specify 請說明 _____)</p> <p>(b) Country(ies) of Origin(s) 資金來源地</p> <p><input type="checkbox"/> Hong Kong 香港   <input type="checkbox"/> Mainland China 中國內地   <input type="checkbox"/> United States 美國   <input type="checkbox"/> Other 其他 (Please specify 請說明 _____)</p>
<p><b>Salary Range (HKD per month) 入息概況 (每月港幣)</b> (Please ✓ the appropriate box. 請在適當的空格填上 ✓ 號)</p> <p><input type="checkbox"/> N/A   <input type="checkbox"/> Below 10,000   <input type="checkbox"/> 10,000 - 19,999   <input type="checkbox"/> 20,000 - 39,999</p> <p><input type="checkbox"/> 40,000 - 69,999   <input type="checkbox"/> 70,000 - 99,999   <input type="checkbox"/> 100,000 - 200,000   <input type="checkbox"/> Above 200,000 以上 (Please specify 請註明: _____)</p>
<p><b>Country(ies) where the income and wealth obtained (please list out all countries) 收入與財富來源(請列明所有國家):</b></p>

**PART II - CHANGE OF VOLUNTARY CONTRIBUTIONS 第二節—更改自願供款**

Please ✓ the appropriate box 請在適當空格填上 ✓ 號      \* Please circle as appropriate one 請將適用者圈出

- New Contribution on **Relevant Income / Basic Salary\*** 佔有關入息/底薪\*之新百分比: \_\_\_\_\_ %
- New Monthly Fixed Contribution 每月定額供款 HKD 港幣 \_\_\_\_\_
- Stop Voluntary Contribution 停止自願性供款

Effective Month 生效月份: \_\_\_\_\_ (MM/YYYY 月/年)

**Remarks 備註:**

- ◆ The contribution period for your voluntary contributions is the same as for your mandatory contributions.  
您的自願性供款的供款期會與強制性供款的供款期相同。
- ◆ For new hire, the effective date for voluntary contributions has to be on or after the mandatory contribution start date.  
新僱員之自願性供款之生效日期必須於強制性供款開始日或之後。
- ◆ The effective month may vary per your Employer's timeframe. Please forward this Form to your employer to sign to confirm the effective month and ensure the new contribution will be deducted from your payroll.  
生效日期需配合僱主安排。請將此表格給予僱主簽署以確定生效日期並確保新供款能在支薪時扣除。
- ◆ The Trustee shall be liable only for such moneys or other assets as they shall actually receive and shall in no event be liable for any interest in respect of such assets save in respect of interest actually earned. In respect of voluntary contributions, it shall not be the duty of the Trustee to see that any contributions or other moneys payable under the Trust Deed, the Rules or the Participation Agreement are in fact paid, that any applicable definition of earnings (however expressed) is properly applied or that the calculation of contributions is correct. This clause does not over-ride any requirements of the Trustee set out under the MPF Ordinance or the Trust Deed. 信託人僅對實際收到的款項或其他資產負責，但不會對有關資產附帶的任何利益承擔責任。就自願性供款而言，信託人並沒有責任檢定任何供款或信託契約、規則或參與協議規定需要支付的其他款項已確實支付，亦沒有責任檢定任何適用的人息定義（不論如何表達）已適當引用或準確計算的供款。本條文並不凌駕《強積金條例》或信託契約所載有關信託人的規定。

**PART III - INVESTMENT ALLOCATION OF VOLUNTARY CONTRIBUTIONS 第三節—自願性供款投資分配詳情**

In the event that you do not make any investment choices, please be reminded that your contribution made and / or benefits transferred into the Plan will unless otherwise provided in the MPF Scheme Brochure be invested in accordance with the Default Investment Strategy.

如您沒有作出任何投資選擇，除非強積金計劃說明書另有列明，否則其累算權益（包括供款）將會按照預設投資策略進行投資。

Regular contributions and transfer-in asset (if any) from another scheme shall be allocated for investment in the following manner:

定期供款及轉移自另一計劃的累算權益（如適用）將按下列分配投資：

Name of Constituent Funds 成分基金名稱	Investment Allocation (Complete in multiples of 1%) 投資分配 (請以 1% 或其倍數填寫)
	Voluntary Portion 自願性供款部份
Default Investment Strategy (Please refer to Note 3) 預設投資策略 (請參閱備註 3)	%
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 (Please refer to Note 4) 海通核心累積基金 (請參閱備註 4)	%
Haitong Age 65 Plus Fund (Please refer to Note 4) 海通 65 歲後基金 (請參閱備註 4)	%
<b>100%</b>	

**Note 注意：**

- The investment allocation specified above will apply in respect of voluntary contributions / transfer-in asset made by both you and your employer (if applicable).  
以上的分配將適用於僱主(如適用)及您的自願性供款／轉入資產。
- If you do not specify the Investment Allocation for voluntary contribution, the Trustee will invest the voluntary contributions in accordance with the DIS. If any allocation to a Constituent Fund / Default Investment Strategy (DIS) in the above table is not in the multiples of 1% or if the total allocation is not equal to 100%, the allocation relating to that portion will be rejected and the Trustee will invest the portion in accordance with DIS. Moreover, under any of the following situations, your investment allocation will be defaulted as DIS:
  - The form is unsigned
  - Alternations to this form are not counter-signed
  - Compulsory fields on this form are not complete or the information given in these fields is invalid
  - The investment allocation is not specified or incorrectly specified in this form
  - The completed form is received after the contributions and the transfer-in asset (if any) from another scheme were received

如果您沒有提供自願性供款投資分配指示，信託人會將自願性供款按照預設投資策略作出投資。假若上述的成分基金或預設投資策略投資分配非以 1% 或其倍數填寫或分配總和不等於 100%，該部份的投資分配將會被視作無效，而信託人會將該部份按照預設投資策略作出投資。此外，在下列任何一個情況下，您的投資分配指示將被設定為預設投資策略：

- 本表格未有簽署
  - 未有就本表格上所刪改的資料加簽
  - 未有填妥所有在本表格上必須填寫的部分或就該部份所填寫的資料無效
  - 投資分配沒有填寫或不清楚填寫
  - 當收到填妥的表格前，信託人已收到供款及轉移自另一計劃的累算權益（如適用）
- Default Investment Strategy (DIS)
    - When you are below the age of 50, all contributions and accrued benefits transferred from another scheme will be invested into Haitong Core Accumulation Fund.
    - When you are between the ages of 50 and 64, all contributions and accrued benefits transferred from another scheme will be invested according to the allocation percentages between Haitong Core Accumulation Fund (CAF) and Haitong Age 65 Plus Fund (A65F) as set out in the De-risking table for DIS. The de-risking is to be achieved by annual adjustments of asset allocation gradually from the CAF to the A65F under the DIS. Please refer to the details set out in the latest MPF Scheme Brochure.
    - When you reach the age of 64, all contributions and accrued benefits transferred from another scheme will be invested in the A65F.

預設投資策略 (DIS)：

- 當您未滿 50 歲，所有供款及轉移自另一計劃的累算權益將會投資於海通核心累積基金。
  - 當您年齡介乎 50 至 64 歲，所有供款及轉移自另一個計劃的累算權益將會按照預設投資策略降低風險列表中海通核心累積基金(CAF)與海通 65 歲後基金(A65F)之間的配置百分比進行投資。預設投資策略將會按年調整資產配置，逐步將投資從預設投資策略下的 CAF 轉移至 A65F 以達致降低風險。詳情請參閱最新的強積金計劃說明書。
  - 當您年屆 64 歲，所有供款及轉移自另一個計劃的累算權益將會投資於 A65F。
- Please note that the de-risking will not apply when you choose Haitong Core Accumulation Fund and / or the Haitong Age 65 Plus Fund as individual fund choice(s) (rather than as part of the DIS).  
請注意，若您選擇以海通核心累積基金或／及海通 65 歲後基金作為單獨投資，預設投資策略的降低風險機制將不適用（即非預設投資策略的一部份）。
  - Please refer to the latest MPF Scheme Brochure of the Plan for further details of Default Investment Strategy. Further, please note that the Trustee may, without liability, treat any information received from you from time to time as being accurate and the Trustee may reasonably act in reliance on such information.  
預設投資策略詳情請參閱強積金計劃說明書。請注意，信託人可視您不時提供的任何資料均為準確資料，並可依賴有關資料採取合理的行動，而毋須承擔任何責任。
  - If you would like to change your investment allocation and / or not to invest into DIS in the future, please complete the “Change of Investment Switching / Redirection Form”.  
如您希望更改投資分配及／或不投資於預設投資策略，請填寫「更改投資轉換／未來投資表格」。

## PART IV – PERSONAL DATA COLLECTIONS STATEMENT 第四節 – 個人資料收集聲明

I agree that:

本人同意：

1. 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。
2. 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. Applicable for the Employer and Self-Employed Persons: 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.  
適用於僱主和自僱人士：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 V – DECLARATION 第五部 – 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 必須與信託人的紀錄相同)

\_\_\_\_\_  
Date 日期

\_\_\_\_\_  
Signature of Employer with Company Chop or Self-Employed Person

僱主簽署及蓋印或自僱人士簽署

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

\_\_\_\_\_  
Date 日期