AIA MPF – PRIME VALUE CHOICE EMPLOYER APPLICATION FORM
友邦強積金優選計劃僱主申請表格

PR23117

Note : Please read the latest Key Scheme Information Document and MPF Scheme Brochure of AIA MPF – Prime Value Choice (the "Scheme") carefully before completing this form.
Please mark "✓" in appropriate box.
Please initial any alterations on this form.
Please return the completed form together with all required documents to AIA International Limited at 8/F, AIA Financial Centre, 712 Prince Edward Road East, Kowloon, Hong Kong directly, or through your MPF intermediary.

注意： 填寫本表格前，請先閱讀友邦強積金優選計劃（「計劃」）之最新主要計劃資料文件及強積金計劃說明書。
請在適當的方格內加上"✓"號。
如有修改，請於修改位置旁加簽。
請把填妥的表格連同所需文件直接或透過你的強積金中介人交回香港九龍太子道東 712 號友邦九龍金融中心 8 樓友邦保險（國際）有限公司。

Plan No. 計劃編號： (Internal use only 只供內部使用)

List of Required Documents 要求文件清單
aia.com.hk

Group Companies Form 集團公司表格
aia.com.hk

A. EMPLOYER DETAILS 僱主資料

(fields marked with * are mandatory 附有 * 之欄目必須填寫)

1. *Company Name 公司名稱 (as shown in the registration document 與登記文件相同)

(Eng) Property Finder Limited.

(中文)

2. A representative company of a group of companies? 是否集團公司代表？

☐ Yes 是 (please submit "Group Companies Form" together with this form, or you will be deemed not a representative company of a group of companies 請另填「集團公司表格」連同本表格一併交回，否則僱主視為不是集團公司代表)
☑ No 否

3. Tel. No. 電話： (852) 2764 0664 4. Fax No. 傳真： (852)

5. *Principal Place of Business 主要營業地址：

Flat/Room 單位 / 室 | Floor 樓 G | Block 座

Building 大廈

Street/District 街道 / 地區 15A PAK KONG AU PO LO CHE SAI KUNG

☐ HK 香港 ☐ KLN 九龍 ☑ NT 新界

Country 國家 (applicable to non-Hong Kong address 適用於非香港地址) HONG KONG

6. Correspondence Address 通訊地址：(if different from Principal Place of Business 如與主要營業地址不同)

Flat/Room 單位 / 室 | Floor 樓 | Block 座

Building 大廈

Street/District 街道 / 地區

☐ HK 香港 ☐ KLN 九龍 ☐ NT 新界

Country 國家 (applicable to non-Hong Kong address 適用於非香港地址)

7. *Registration Type 登記類別：(please attach a copy of valid registration document 請附上有效登記文件副本)

☑ Business Registration 商業登記 [BR]

Registration No. 登記證號碼： 39974886 -

☐ Education Bureau 教育局 [ED]
☐ Inland Revenue Department (charitable organizations) 稅務局（慈善機構）[IR]
☐ Registry of Trade Unions 職工會登記局 [TU]
☐ Societies Office of Hong Kong Police (societies) 香港警務處社團事務處（社團）[SO]
☐ Others, please specify 其他，請註明 [OT]：

Registration No. 登記證號碼：

Date of Incorporation 註冊日期： dd 日 6 mm 月 11 yyyy 年 2023

Place of Incorporation 註冊地點： HK

(Applicable to Limited Company only 只適用於有限公司)

B. CONTRIBUTION DETAILS 供款資料

1. Date of Participation 參與日期#: dd 日 1 mm 月 4 yyyy 年 2024

Scheme transfer effective date OR the date of employment of your first employee 計劃轉移生效日期或首名僱員受僱日期

2. Contribution Period 供款期

☑ Monthly 每月： from 由 dd 日 01 to 至 dd 日 30/31

☐ Semi-monthly 每半個月： from 由 dd 日 01 to 至 dd 日 15 and 及 from 由 dd 日 16 to 至 dd 日 30/31

☐ Weekly 每星期： from 由 dd 日 mm 月 yyyy 年

☐ Bi-weekly 每兩星期： from 由 dd 日 mm 月 yyyy 年

☐ Others, please specify 其他，請註明：

3. Contribution Payment Method 供款繳交方法：(please DO NOT send cash to an intermediary 請勿向中介人繳付現金)

☐ Autopay 自動轉賬 (please submit "Direct Debit Authorization Form" together with this form, or contribution payment method will be deemed as "Cheque" 請另填「直接付款授權書」連同本表格一併交回，否則視為支票繳交)

☑ Cheque 支票 (please make it payable to "AIA Co (Trustee) Ltd - Prime" 抬頭請寫「友邦(信託)有限公司－優選」)

4. Will you make voluntary contribution for your employees? 會否為僱員作自願性供款？

☐ Yes 會 (please submit "Employer Voluntary Contribution Set-up Form" together with this form, or you will be deemed not to make voluntary contribution for your employees 請另填「設立僱主自願性供款表格」連同本表格一併交回，否則視為不會為僱員作自願性供款)

☑ No 否

5. Will there be any assets transferred from other scheme(s)? 是否有資產由其他計劃轉入？

☐ Yes 會 (please submit "Transfer of Asset Form" together with this form 請另填「資產轉戶表格」連同本表格一併交回)

☑ No 否

Direct Debit Authorization Form
直接付款授權書
aia.com.hk

Employer Voluntary Contribution Set-up Form
設立僱主自願性供款表格
aia.com.hk

Transfer of Asset Form
資產轉戶表格
aia.com.hk

C. SELF-CERTIFICATION OF TAX RESIDENCY (MUST FILL) 稅務居民身份自我證明(必須填寫)

- This is a self-certification provided by you to the Trustee for the purpose of Automatic Exchange of Financial Account Information ("AEOI") in compliance with tax law and regulations (including but not limited to the Inland Revenue Ordinance (Cap.112) and regulations based on the Organisation for Economic Co-operation and Development ("OECD") Common Reporting Standard ("CRS") for automatic exchange of information). The data collected may be transmitted by the Trustee to the Inland Revenue Department for which may further exchange such information to the competent authority of another reportable jurisdiction.
  這是你向受託人提供的自我證明，作為自動交換財務賬戶資料用途以遵守稅務法律及規例(包括但不限於《稅務條例》(第 112 章)和根據自動交換資料有關的經濟合作與發展組織("OECD")《通用報告準則》("CRS")的規則)。受託人可把收集所得的資料交給稅務局，稅務局會將資料交到另一申報稅務司法管轄區的主管部門。
- This self-certification will remain valid unless there is any change in circumstances relating to the status of tax residency(ies) of the Entity / Sole Proprietor. You must notify the Trustee within 30 days if there is any change in circumstances that makes any of the information provided in any parts of this self-certification form incorrect or incomplete and provide an updated self-certification form.
  此自我證明是有效文件除非實體 / 獨資經營者的稅務居民身份相關的情況有所改變。如情況有所改變，以致影響本聲明所述的實體 / 獨資經營者的稅務居民身份，或引致本表格任何部分所載的資料不正確，你必須在情況有所改變後的 30 天內通知受託人有關的改變並提供最新的自我證明。
- All relevant identification/verification documentation will be provided to the Trustee upon request. Failure to provide us with the information and other personal data as requested may result in your application/instruction not being able to be processed.
  受託人有權要求你提供所有相關的身份證明 / 驗證文件。如未能提供所需資料及其他個人資料，可能導致你的申請 / 指示不獲處理。
- The Trustee is not allowed to give tax or legal advice. If you have any questions regarding your tax residency, please consult your tax adviser or visit the OECD and Inland Revenue Department's AEOI website at http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/and http://www.ird.gov.hk/eng/tax/dta_aeoi.htm respectively, or simply scan the QR code below, for more CRS and related information.
  受託人不獲允許提供稅務或法律意見。若你對你的稅務居民身份存有任何疑問，請諮詢專業稅務顧問或瀏覽 OECD (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/) 及稅務局 (http://www.ird.gov.hk/eng/tax/dta_aeoi.htm) 有關自動交換財務賬戶資料的網頁，或掃瞄以下二維碼，以獲取更多 CRS 及相關資料。

(OECD-CRS) (IRD 稅務局)

(5) Sole-proprietor Information (if applicable) 獨資經營者之資料 (如適用)

Name 姓名：	Surname in English 英文姓氏	Given Name in English 英文名字	Surname in Chinese 中文姓氏	Given Name in Chinese 中文名字
HKID Card No. 香港身份證號碼：			Date of Birth 出生日期：	dd 日 / mm 月 / yyyy 年
Passport No. (NOT applicable to Hong Kong permanent resident) 護照號碼 (不適用於香港永久性居民)：				
Current Residence Address 現時住址：	Room / Flat 室	Floor 樓	Block 座	Name of Building / Estate 大廈 / 屋邨名稱
				☐ HK 香港 ☐ KLN 九龍 ☐ NT 新界
	Street No. & Name 街道名稱及號碼		District 地區	
	City 城市 *	Postal Code 郵寄代碼 *	Country 國家 *	

* Mandatory for overseas address 如有海外地址，必須填寫

I/We acknowledge and agree that (a) the information contained in this form is collected and may be kept by the Trustee for the purpose of automatic exchange of financial account information, and (b) such information and information regarding the account holder and any reportable account(s) may be reported by the Trustee to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another jurisdiction or jurisdictions in which the account holder may be resident for tax purposes pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112).

I/We certify that I am/we are authorized to sign for the account holder of all the account(s)" to which this form relates.

I/We declare that the information given and statements made in this form are, to the best of my/our knowledge and belief, true, correct and complete.

本人 / 我們知悉及同意，受託人可根據《稅務條例》(第 112 章) 有關交換財務賬戶資料的法律條文，(a) 收集本表格所載資料並可備存作自動交換財務賬戶資料用途及 (b) 把該等資料和關於賬戶持有人及任何須申報賬戶的資料向香港特別行政區政府稅務局申報，從而把資料轉交到賬戶持有人的居留司法管轄區的稅務當局。

本人 / 我們證明，就與本表格所有相關的賬戶，本人 / 我們獲賬戶持有人授權簽署本表格 "。

本人 / 我們聲明就本人 / 我們所知所信，本表格內所填報的所有資料和聲明均屬真實、正確和完備。

" Delete as appropriate 刪去不適用者

WARNING: It is an offence under section 80(2E) of the Inland Revenue Ordinance if any person, in making a self-certification, makes a statement that is misleading, false or incorrect in a material particular AND knows, or is reckless as to whether, the statement is misleading, false or incorrect in a material particular. A person who commits the offence is liable on conviction to a fine at level 3 (i.e. HK$10,000).

警告：根據《稅務條例》第 80(2E) 條，如任何人在作出自我證明時，在明知一項陳述在要項上屬具誤導性、虛假或不正確，或罔顧一項陳述是否在要項上屬具誤導性、虛假或不正確下，作出該項陳述，即屬犯罪。一經定罪，可處第 3 級罰款 (即 10,000 港元)。

D. DECLARATION 聲明

I/We, the undersigned Employer, have read and understood the AIA Personal Information Collection Statement ("AIA PIC").

I/We declare and agree that any personal data and other information relating to me/us or my/our policy(ies) or investments contained in this form or collected, obtained, compiled or held by the Trustee by any means from time to time may be collected and utilized in accordance with the AIA PIC. I/We acknowledge and consent to the transfer of my/our personal data in or outside of Hong Kong for the purposes and to the types of transferee as set out in the AIA PIC.

The updated version of AIA PIC is available for download from its website: www.aia.com.hk, and is made available upon request.

I/We, understand and acknowledge that I/we have received and read the Key Scheme Information Document and MPF Scheme Brochure applicable to the Scheme and that by signing this application form:

(a) I am/We are entering into a legally binding agreement with the Trustee to participate in and contribute to the Scheme.

(b) I/We undertake to the Trustee to comply with all relevant provisions of the documentation governing the Scheme to the extent applicable to the Employer and, in particular to:
- notify the Trustee in writing of any changes to the information given by me/us in this application form as soon as reasonably practicable;
- provide the Trustee with such/additional information and assistance as the Trustee may reasonably require in order to enable the Trustee to comply with the Anti-Money Laundering and Counter-Terrorist Financing Ordinance and relevant requirements under the MPF Legislation; and
- notify the Trustee of any election by any of my/our employees to become a Member of the Scheme.

(c) I/We agree and consent to my/our participation in the Scheme being terminated by the Trustee, upon 3 months' prior written notice having been given by the Trustee, if I/we fail to carry out any undertaking made by me/us.

(d) I/We understand that to effect any subsequent changes on the governing rules of the MPF scheme that will alter to the detriment of a member's vested benefits or accrued rights:
- written consent should be obtained from all affected employees, and
- MPFA's approval is required before the changes take effect.

Acceptance of this application by the Trustee is subject to:

(a) satisfactory completion of all relevant sections in this application form;

(b) receipt of all relevant information and documents required by the Trustee; and

(c) issuance of Notice of Participation from the Trustee.

本人 / 我們 (在以下簽署的僱主) 已閱讀及明白受託人收集個人資料聲明 (「收集個人資料聲明」)。

本人 / 我們聲明及同意在本表格所載或受託人不時以任何方式收集所得、編製或持有的任何個人資料及關於本人 / 我們或本人 / 我們的保單或投資的其他資料，可根據收集個人資料聲明收集及使用。本人 / 我們確認及同意就收集個人資料聲明所述目的在香港境內轉移本人 / 我們的個人資料或轉移有關資料至香港境外，及轉移予收集個人資料聲明所載的資料承讓人。

AIA 個人資料收集聲明的最新版本可於以下網址下載：www.aia.com.hk，及可向受託人索取。

本人 / 吾等明白並確認已收妥及閱讀本計劃之主要計劃資料文件及強積金計劃說明書，在簽署本申請表格後：

(a) 本人 / 吾等即與受託人達成法定合約，承諾參與本計劃及向計劃作出供款；

(b) 本人 / 吾等向受託人承諾遵守本計劃內適用於僱主的所有有關條文，包括：
- 在合理切實可行範圍內儘快以書面通知受託人關於任何本申請表格內的資料改動；
- 在合理情況下為受託人提供一切所需 / 額外資料及協助，使受託人能符合《打擊洗錢及恐怖分子資金籌集條例》及強積金法例下的有關規定；及
- 通知受託人關於任何新僱員加入計劃事宜。

(c) 若本人 / 吾等違反履行本計劃之承諾，而受託人給予三個月之預先書面通知，本人 / 吾等同意及允許本計劃之受託人終止本人 / 吾等參與此計劃。

(d) 本人 / 吾等明白日後如因任何有關強積金計劃條文之修改，而損害到成員於計劃內之既有利益或累算權益：
- 須取得所有受影響的僱員之書面同意；及
- 須取得積金局核准後有關修改方可生效。

受託人將根據下列各項以確認接受本申請：

(a) 僱主適當地填妥本申請表格內所有有關部分；

(b) 受託人收妥所有所需資料及文件；及

(c) 由受託人發出之參與通知。

AIA PERSONAL INFORMATION COLLECTION STATEMENT 友邦保險收集個人資料聲明

Among the most important assets of the AIA Group of companies is the trust and confidence placed to properly handle information. Customers expect us to maintain their information accurately, protected against manipulation and errors, secure from theft and free from unwarranted disclosure.

This statement provides you with notice as to why your personal data is collected, how it is intended to be used, to whom your personal data may be provided to and how to access, review and amend your personal data.

The AIA Group of companies recognizes its responsibilities in relation to the collection, holding, processing or use of personal data. The provision of your personal data is voluntary: you may choose not to provide us with the requested data, but failure to do so may inhibit our ability to do business with you.

Why we collect your personal data and how it may be used?

Personal data is collected for the following purposes:

- processing, administering, implementing and effecting the requests or transactions contemplated in this document or any other documents you may submit to us from time to time;
- designing new or enhancing existing products and services provided by us;
- to communicate with you including to send you administrative communications about any account you may have with us or about future changes to this Personal Information Collection ("PIC") statement;
- for statistical or actuarial research undertaken by AIA Group of companies, the financial services industry or our respective regulators;
- for our data matching, internal business and administrative purposes;
- to assist in law enforcement purposes, investigations by police or other government authorities and to meet requirement imposed by law;
- other purposes directly relating to any of the above.

For our policy on using your personal data for promotional or marketing purposes, please see the section entitled "Use of Personal Data for Direct Marketing Purposes".

Who may be provided with your personal data?

Personal data will be kept confidential but may, where such disclosure is necessary to satisfy the purpose or a directly related purpose for which the personal data was collected, provide such personal data to the following parties (for our policy on sharing of your personal data for promotional and marketing purposes, please see the section entitled "Use of Personal Data for Direct Marketing Purposes"):

- any person authorized to act as an agent of an AIA Group member company for the distribution of products and services offered by that AIA Group member company;
- any agent, contractor or third party service provider (within or outside the AIA Group of companies) who provides administration, data processing, telecommunications, computer, payment, debt collection or securities clearing, technology outsourcing, call center services, mailing and printing services in connection with the operation of the AIA Group member company's business and provision of our services to you;
- any member of the AIA Group of companies, including subsidiaries and affiliates;
- agents, contractors or third party service providers (within or outside the AIA Group of companies) including companies to help deliver our services, such as reinsurance companies, investment management companies, claims investigation companies, industry associations or federations;
- other companies who help gather your information or communicate with you, such as research companies and ratings agencies, in order to enhance the services we provide to you; and
- government or regulatory bodies or any person to whom the AIA Group member company is under an obligation to make disclosure under the legal and regulatory obligations in that jurisdiction applicable to that particular AIA Group member company.

In relation to any personal data collected by us whilst providing any services in respect of our mandatory provident fund master trust schemes, such personal data would only be transferred to the above parties for the purpose of providing any mandatory provident fund related services.

From time to time, we may purchase a business or sell one or more of our businesses (or portions thereof) and your personal data may be transferred or disclosed as a part of the purchase or sale or a proposed purchase or sale. In the event that we purchase a business, the personal data received with that business would be treated in accordance with this PIC, if it is practicable and permissible to do so. In the event that we sell a business, we will include provisions in the selling contract requiring the purchaser to treat your personal data in the same manner required by this PIC statement.

Your personal data may be provided to any of the above parties who may be located in Hong Kong or outside of Hong Kong.

Access Rights to Personal Data

You have the right to:

- verify whether an AIA Group member company holds any personal data about you and to access any such data;
- require the AIA Group member company to correct any personal data relating to you which is inaccurate; and
- ascertain the AIA Group member company's policies and practices in relation to personal data.

Requests for access, correction or other queries relating to your personal data should be addressed to:

The Data Protection Officer

AIA International Limited

12/F, AIA Tower, 183 Electric Road,
North Point, Hong Kong

E-mail: AIAHK.Compliance@aia.com

The AIA Group member company has the right to charge costs which are directly related to and necessary for the processing of any personal data access request.

Use of Personal Data for Direct Marketing purposes

As well as the purposes set out above, the AIA Group of companies intends to use your name and contact details for promotional or marketing purposes including sending you promotional materials and conducting direct marketing in relation to the following products, services, advice and subjects: insurance; annuities; mandatory provident fund schemes/occupational retirement schemes; wealth management; investment; banking; financial services; credit cards; medical/health treatment; educational; recruitment; training; reward/loyalty/privilege programmes; charitable/non-profitable causes; ("Classes of Marketing Subjects"). However, in relation to any personal data collected by the AIA Group of companies whilst providing any services in respect of our mandatory provident fund master trust schemes, such personal data would only be used for promoting or marketing any products or services that are directly related to our mandatory provident fund schemes.

For the purposes of direct marketing, we may provide your personal information (with the exception of any personal data collected by the AIA Group of companies whilst providing any services in respect of our mandatory provident fund master trust schemes) to providers (whether within or outside of the AIA Group of companies) of any of the Classes of Marketing Subjects described above and call centre, marketing or research services so that they can send you promotional materials and conduct direct marketing in relation to the products and services they offer (these materials may be sent to you by postal mail, email or other means). We may provide your personal data to providers (whether within or outside of the AIA Group of companies) of any of the Classes of Marketing Subjects for gain.

Before using or providing your personal data for the purposes and to the transferees set out above, we must obtain your written consent, and only after having obtained such written consent, may use and provide your personal data for any promotional or marketing purpose.

The types of personal data that AIA intends to use and provide for direct marketing purposes as described above are your name and contact details.

You may in future withdraw your consent to the use and provision to a third party by the AIA Group member company of your personal data for direct marketing purposes and thereafter the AIA Group member company shall cease to use such data for direct marketing purposes.

If you wish to withdraw your consent, please inform us by writing to the address in the section on "Access Rights to Personal Data" or sending us an email. Any such request should clearly state details of the personal data in respect of which the request is being made.

Amendments to this PIC Statement

The AIA Group of companies reserves the right, at any time and without notice, to add to, change, update or modify this PIC statement, simply by notifying you of such change, update or modification. If we decide to change our personal data policy, those changes will be notified to you either on our website or in writing so that you are always aware of what information we collect, how we use the information and under what circumstances the information is disclosed. Any such change, update or modification will be effective immediately upon posting.

Additional Information

Should you have any questions on any part of this PIC statement or would like additional information regarding the AIA Group of companies data privacy practices, please do not hesitate to contact us.

友邦保險集團公司其中一項最重要的資產，就是客戶對我們能妥善處理資料而給予的信任及信賴。客戶期望我們能準確保存他們的資料、保障資料免被竄改及出錯、防止被盜用及在未經授權下被公開。

本聲明旨在向閣下闡釋收集閣下個人資料的原因、資料的擬定用途、可能獲提供閣下資料的有關方，以及有關查閱、檢視及更正閣下個人資料的方法。

友邦保險集團公司深明其收集、持有、處理或使用個人資料的責任。提供閣下的個人資料與否純屬閣下個人意願，閣下可選擇不向我們提供我們所需的個人資料，惟這樣可能導致我們無法辦理閣下的業務。

我們為何要收集閣下的個人資料及將如何使用有關資料？

收集個人資料乃作以下用途：

- 處理、實施、執行和實行本文件或閣下可能不時呈交予我們的任何其他文件項下的要求或交易；
- 設計全新或加強現時我們所提供的產品及服務；
- 與閣下保持聯繫，包括向閣下寄發有關閣下在我們公司任何賬戶的行政管理通訊或本收集個人資料聲明的日後變動；
- 供友邦保險集團公司、金融服務業或我們的相關監管機構的統計或精算研究之用；
- 供我們資料核對，內部業務及行政之用；
- 協助執行法例、警方或其他政府或監管機構調查，以及符合法例規定，或以符合與政府或監管機構之協定；
- 與上述任何一項直接有關的其他用途。

有關我們使用閣下個人資料作宣傳或市場推廣用途的政策，請參閱「使用個人資料作直接促銷用途」一節。

誰會取得閣下的個人資料？

個人資料將保密處理，惟倘就符合收集個人資料用途或直接相關用途而披露屬必須時，則可向以下各方提供相關個人資料（有關我們分發閣下個人資料作宣傳或市場推廣用途的政策，請參閱「使用個人資料作直接促銷用途」一節）：

- 獲授權擔任友邦保險集團成員公司代理以分銷該友邦保險集團成員公司所提供之產品及服務的任何人士；
- 就友邦保險集團成員公司營運以及向閣下提供我們的服務相關而提供管理、數據處理、電訊、電腦、付款、收債或證券結算、技術外判、電話中心服務、郵寄及印刷服務的任何代理、承包商或第三方服務供應商（無論在友邦保險集團公司範圍內或外）；
- 友邦保險集團任何成員公司，包括附屬公司及關聯公司；
- 代理、承包商或第三方服務供應商（無論在友邦保險集團公司範圍內或外），包括協助提供服務的公司，例如再保險公司、投資管理公司、索賠調查公司、業界協會或聯盟；
- 協助收集閣下資料或與閣下聯繫的其他公司，例如研究調查公司及信貸評級機構，藉以加強我們向閣下所提供的服務；及
- 政府或監管機構或在友邦保險集團成員公司營運所在司法權區：(a) 對該友邦保險集團成員公司具有法律及／或監管責任須予以披露的任何人士；(b) 與該友邦保險集團成員公司協議需對其作出披露的任何人士。

就我們因在提供強積金集成信託計劃服務而收集的個人資料，該等個人資料將只會提供予上述人士作提供相關的強積金服務的用途。

我們可不時購買業務或出售我們一項或多項業務（或其部分），而閣下的個人資料可作為該買賣或建議買賣的一部分予以轉讓或披露。倘我們購買一項業務，就該業務所獲得的個人資料將在其可行及允許的情況下根據本收集個人資料聲明處理。倘我們出售一項業務，我們將於出售合約中訂明買方須按本收集個人資料聲明所載相同方式處理閣下的個人資料。

閣下的個人資料可提供予上述在香港境內或香港境外的任何有關方。

查閱個人資料的權利

閣下有權：

- 核實友邦保險集團成員公司是否持有閣下的個人資料，並查閱任何該等資料；
- 要求友邦保險集團成員公司更正任何有關閣下的錯誤個人資料；及
- 確定友邦保險集團成員公司有關個人資料的政策及慣例。

如欲查閱、更正閣下個人資料或有相關的其他要求，可致函至以下地址：

資料保障主任

友邦保險（國際）有限公司

香港北角電氣道 183 號友邦廣場 12 樓

電郵：AIAHK.Compliance@aia.com

友邦保險集團成員公司有權就因處理任何查閱個人資料的要求收取需要和直接相關的費用。

使用個人資料作直接促銷用途

除上述用途外，友邦保險集團公司擬使用閣下的姓名和聯絡資料作宣傳或市場推廣用途，包括向閣下寄發宣傳資料及就以下產品、服務、建議、目的作直接促銷：保險；年金；強積金／職業退休計劃；財富管理；投資；銀行；金融服務；信用咭；醫療／健康治療；教育；招聘；訓練；獎賞／年資獎勵／優惠計劃；慈善／非牟利用途（「促銷標的類別」）。然而，就我們因在提供強積金集成信託計劃服務而收集的個人資料，該等個人資料將只會用作宣傳或推廣直接與強積金計劃相關的產品或服務。

就此直接促銷的用途，除因友邦保險集團公司在提供強積金集成信託計劃服務所收集的個人資料外，我們或會將閣下的個人資料提供予任何上述描述的促銷標的類別以及電話中心、市場推廣或研究服務的提供商（無論在友邦保險集團公司範圍內或外），從而他們可就其所提供的產品及服務向閣下寄發宣傳資料及進行直接促銷，有關資料可透過郵寄、電郵或其他方式送遞予閣下。我們或會將閣下的個人資料提供予任何以上描述的促銷標的類別的提供商（無論在友邦保險集團公司範圍內或外）而獲得利益。

就上述用途使用或向上述受讓方提供閣下的個人資料前，我們必先取得閣下的書面同意，並僅會在取得有關書面同意後方就任何宣傳或市場推廣用途使用或提供閣下的個人資料。

友邦保險集團擬使用及提供作上述直接促銷用途的個人資料為閣下的姓名和聯絡資料。閣下將來可就友邦保險集團成員公司使用並向第三者提供閣下的個人資料作直接促銷用途撤回以上的同意；此後，友邦保險集團成員公司須停止使用該等資料作直接促銷之用。

如閣下欲撤回以上同意，閣下可以書面或電郵方式通知我們，書面通知可郵寄至「查閱個人資料的權利」一節所載地址。任何有關請求應清楚列明該要求相關的個人資料詳情。

本收集個人資料聲明的修訂

友邦保險集團公司保留權利可隨時且在無須通知的情況下增添、修改、更新或修訂本收集個人資料聲明，我們僅知會閣下有關修改、更新或修訂。倘我們決定修改我們的個人資料政策，我們將於我們的網站或以書面形式知會閣下有關修改，從而讓閣下能得悉我們所收集的資料、我們如何使用該資料及在何種情況下會披露該資料。任何有關修改、更新或修訂將在刊登後即時生效。

其他資料

如閣下對本收集個人資料聲明的任何部分有任何疑問或如欲知悉有關友邦保險集團公司的資料保密慣例的更多資料，請隨時與我們聯絡。

List of Required Documents

Effective on 1 July 2020

Type A: Unlimited Companies	A1	A2
Required Documents	**Sole Proprietor**	**General Partner**
Authorised Signatory List	✓	✓
Copy of Business Registration (BR)##	✓	✓
Names of **ALL** Partners	N/A	✓
Copy of Hong Kong Permanent ID Card/ Passport copy of Sole Proprietor	✓	N/A
Copy of Hong Kong Permanent ID Card/ Passport copies of **ALL** Authorised Person(s) as listed in the Authorised Signatory List to represent the company to handle all pension related matters with AIA HK	✓	✓

Type B: Limited Companies	B1	B2	B3	B4	B5
Required Documents	**HK Registered Company (Non-listed)**	**Overseas Registered Company (Non-listed)**	**HK Company (Listed)**	**Overseas Company (Listed)**	**Financial Institution(Note 1)**
Authorised Signatory List	✓	✓	✓	✓	✓
Copy of Business Registration (BR)##	✓	✓(if applicable)	N/A	N/A	N/A
Copy of Certificate of Incorporation (CI)	✓	✓(Note 2)	N/A	N/A	N/A
Copy of Hong Kong Permanent ID Card/ Passport copies of **ALL** Authorised Person(s) as listed in the Authorised Signatory List to represent the company to handle all pension related matters with AIA HK	✓	✓	✓	✓	✓
Copy of Annual Return/Certificate of Incumbency for Overseas Companies##	✓	✓	✓	✓	✓
Copy of Memorandum & Articles of Association (M&A)	✓	✓(Note 2)	N/A	N/A	N/A
Names of **ALL** Directors	✓	✓	N/A	N/A	N/A

Type C: Others (Note 3)	C1	C2	C3	C4	C5	C6	C7
Required Documents	**Government and Public Bodies**	**Societies**	**Charitable Organisation**	**Trade Union**	**School**	**Religious Group**	**Joint Venture**
Authorised Signatory List	✓	✓	✓	✓	✓	✓	✓
Copy of Certificate of Incorporation (CI) / Certificate of Registration	N/A	N/A	✓	N/A	✓	N/A	✓
Copy of Business Registration (BR)##/other valid registration documents	N/A	✓	✓	✓	✓	✓	✓
Copy of Memorandum & Articles of Association (M&A) /Constitution	N/A	✓	✓	✓	✓	✓	✓
Copy of Hong Kong Permanent ID Card/ Passport copies of **ALL** Authorised Person(s) as listed in the Authorised Signatory List to represent the company to handle all pension related matter with AIA HK	✓	✓	✓	✓	✓	✓	✓

Notes :

[1] Financial institution means authorised institutions regulated under Hong Kong Monetary Authority, licensed corporation regulated under Securities and Futures Commission, authorised insurer regulated under Insurance Authority, appointed insurance agent, authorised insurance broker, licensed money service operator or Postmaster General.

[2] The document should be certified by a professional third party including a financial institution, a lawyer, a notary public, an auditor, a professional accountant, a tax advisor, a trust or company service provider.

[3] If you are one of the categories in Type C and you are a limited company, please refer to Type B table for the required documents.

All submitted documents must within one year of issue.

This List of Required Documents only summaries the standard requirements for customer due diligence and is by no means exhaustive. AIA HK may request additional information and/or documents under different situations to comply with the Anti-Money Laundering and Counter-Terrorist Financing Ordinance.

"**AIA HK**" used herein refers to AIA International Limited (Incorporated in Bermuda with limited liability) and/or AIA Company (Trustee) Limited, as the case may be.

Part B 乙部分: Declaration 聲明

I/We hereby confirm that any one of the person(s) under Part A above is authorised to sign on behalf of the Employer for all MPF related matters including any correspondences and forms etc., and any documents signed by any of the (these) authorised person(s) has binding effect on the Employer.
本人/吾等謹此確定授權甲部分列明的任何一位人士代表僱主簽署所有有關強積金事宜，包括信件及表格等，並同意對上述獲授權人士所簽署之有關文件負責。

I/We undertake to the Trustee to comply with all relevant provisions of the documentation governing the AIA MPF – Prime Value Choice to the extent applicable to the Employer and, in particular to:
本人/吾等向受託人承諾遵守所有有關適用於僱主的友邦強積金優選計劃的計劃條款，包括：

- notify the Trustee in writing of any changes to the information given by me/us in this form as soon as reasonably practicable;
  在合理切實可行範圍內，儘快以書面通知受託人有關任何本人/吾等於本表格作出的資料改動；
- provide the Trustee with such / additional information and assistance as the Trustee may reasonably require in order to enable the Trustee to comply with the Anti-Money Laundering and Counter-Terrorist Financing Ordinance and relevant requirements under the MPF Legislation.
  在合理情況下向受託人提供一切所需/額外資料及協助，使受託人能遵守《打擊洗錢及恐怖分子資金籌集條例》及強積金法例下的有關規定。

I/We have read and understood the AIA Personal Information Collection Statement ("AIA PIC"). I/We declare and agree, and my/our employees agree, that any personal data and other information relating to me/us, or my/our employees or my/our policy(ies) or investments contained in this form or collected, obtained, compiled or held by the Trustee by any means from time to time may be collected and utilized in accordance with the AIA PIC. I/We acknowledge and consent, and I/we confirmed that I/we have been duly authorised to make such consents on behalf of my/our employees, to the transfer of the personal data relating to me/us or my/our employees in or outside of Hong Kong for the purposes and to the types of transferee as set out in the AIA PIC.
本人/吾等已閱讀及明白友邦保險收集個人資料聲明（「收集個人資料聲明」）。本人/吾等聲明及同意以及本公司僱員同意在此表格所載或受託人不時以任何方式收集所得、編製或持有的任何個人資料及關於本人/吾等或本公司僱員的保單或投資的其他資料，可根據收集個人資料聲明收集及使用。本人/吾等確認及同意以及本人/吾等確認本人/吾等已獲正式授權代表本公司僱員表示同意就收集個人資料聲明所述目的在香港境內轉移本人/吾等或本公司僱員的個人資料或轉移有關資料至香港境外，及轉移予收集個人資料聲明所載的資料承讓人。

I/We declare and confirm that the information provided by me/us to the Trustee in this form is true and correct.
本人/吾等謹此聲明及確認，本人/吾等在此表格上提供予受託人之所有資料均為正確無誤。

I/We agree to indemnify and keep the Trustee and its affiliates indemnified against any and all losses, costs, expenses, actions, proceedings and liabilities suffered by the Trustee and/or its affiliates as a result of any inaccurate information provided by me/us or my/our agent or intermediary, and/or upon the Trustee's or its affiliates' execution of any such instructions except where there is proven (to the satisfaction of the Trustee or its relevant affiliate) willful default, gross negligence or fraud on the part of the Trustee or its relevant affiliate.
除因受託人或其相關關聯公司被證明故意失責、嚴重疏忽或欺詐外（此證明須得受託人或其相關關聯公司信納），倘若本人/吾等或本人/吾等之代理人或中介人所提供之資料錯誤及/或受託人或其關聯公司因執行相關指示，而導致受託人及/或其關聯公司需要承擔任何損失、支出、責任或需要進行任何行動或訴訟，本人/吾等同意作出有關賠償予受託人及其關聯公司。

I/We confirm that I/we have read, understood and agreed to the declaration clauses stated under Part B of this form.
本人/吾等確認已參閱，瞭解及同意本表格乙部分所述的聲明條款。

Authorised Signature ^
授權人簽署

Company Chop
公司印鑑

Name 姓名 : Tung Tak Chi

Job Title 職銜 : Founder

Date 日期 : 15/4/2024

^ This form must be signed by the following person(s) and submit along with the following required documents:
本表格必須由下列人士簽署及連同以下相關文件一併遞交:

- **the Company Director(s) for Limited Company** (Please provide a copy of Annual Return which should be issued within 1 year at submission or equivalent document(s));
  就有限公司而言，由公司董事簽署(請提供最近一年之周年報表副本或相關文件)；
- **the Partner(s) for Partnership** (Please provide a copy of Certified Extract of Information on the Business Register issued by the Business Registration Office which should be issued within 1 year at submission);
  合夥經營，須由合夥人簽署(請提供最近一年之由商業登記署發出之商業登記冊內資料的摘錄的核證本副本)；
- **the Sole Proprietor for Sole Proprietorship** (Please provide a copy of Certified Extract of Information on the Business Register issued by the Business Registration Office which should be issued within 1 year at submission);
  獨資經營，須由獨資經營者簽署(請提供最近一年之由商業登記署發出之商業登記冊內資料的摘錄的核證本副本)；
- **the ultimate owner/controller for other types of organisation** (Please provide a copy of Constitution or relevant supporting documents showing the identity of the ultimate owner / controller).
  其他類別的機構，則須由最終擁有人/管理人簽署(請提供組織章程或相關證明文件顯示最終擁有人/管理人副本)。

B. INVESTMENT CHOICE 投資選擇

You are entitled to choose how your contributions (including transfer-in monies) and accumulated balances are to be invested. However, if you do not wish to make an investment choice, you do not have to do so. In the event of no instruction is provided or invalid instruction, all contribution (including transfer-in monies) will be invested in the MPF Default Investment Strategy. The MPF Default Investment Strategy is a ready-made investment strategy investing in two constituent funds, namely the Core Accumulation Fund and the Age 65 Plus Fund. The MPF Default Investment Strategy will manage investment risk exposure by automatically reducing the exposure to higher risk assets as you get older.

Allocation percentage(s) must be a multiple of 5 and add up to 100. If the allocation percentage(s) are multiples of 5 but total less than 100, the remaining unallocated percentage will be invested in the MPF Default Investment Strategy.

Your investment choice(s) below will apply to your contributions to AIA MPF - Prime Value Choice and transfer-in monies from other scheme.

For more information on the MPF Default Investment Strategy, please refer to the MPF Scheme Brochure. You can also get information from our website at aia.com.hk or from the MPFA's website at mpfa.org.hk

你有權決定如何投資你的供款(包括轉入的款項)及累積結餘。然而，如你不願作決定，你可不作任何投資選擇。若你的指示無效或未有提供指示，所有供款(包括轉入的款項)將投資於強積金預設投資策略。強積金預設投資策略是一項預先制訂的投資策略，投資於兩項成分基金，即核心累積基金與65歲後基金。強積金預設投資策略將會隨著你年齡增長而自動減少投資於較高風險資產，藉此管理投資風險。

分配百分比必須為 5 的倍數，而總和必須為 100。若分配百分比為 5 的倍數，但總和少於 100，餘下未作分配之百分比將投資於強積金預設投資策略。

你以下的投資選擇將適用於你向友邦強積金優選計劃的供款及由其他計劃轉入的款項。

有關強積金預設投資策略詳情，請參閱強積金計劃說明書。你亦可於我們的網站aia.com.hk或積金局網站mpfa.org.hk 取得相關資訊。

Investment Choice 投資選擇			Contribution Allocation 供款分配 (%)	Internal Use Only 只供內部使用
Investment Strategy 投資策略	1	MPF Default Investment Strategy 強積金預設投資策略		DS
Equity Funds - Index-Tracking Collective Investment Scheme Series* 股票基金 - 緊貼指數集體投資計劃系列*	2	American Fund 美洲基金		3G
	3	Eurasia Fund 亞歐基金		3E
	4	Hong Kong and China Fund 中港基金		3F
	5	World Fund 全球基金		83
Fixed Income Funds 固定入息基金	6	Asian Bond Fund 亞洲債券基金		3D
	7	Global Bond Fund 環球債券基金		63
	8	MPF Conservative Fund 強積金保守基金		R3
Dynamic Asset Allocation Funds 動態資產配置基金	9	China HK Dynamic Asset Allocation Fund 中港動態資產配置基金		3H
	10	Manager's Choice Fund 基金經理精選退休基金		93
Equity Funds 股票基金	11	Asian Equity Fund 亞洲股票基金		L3
	12	European Equity Fund 歐洲股票基金		E3
	13	Greater China Equity Fund 大中華股票基金		D3
	14	North American Equity Fund 北美股票基金		N3
	15	Green Fund 綠色退休基金		53
Guaranteed Fund 保證基金	16	Guaranteed Portfolio 保證組合	100	T3
Lifestyle Funds 人生階段基金	17	Growth Portfolio 增長組合		W3
	18	Balanced Portfolio 均衡組合		B3
	19	Capital Stable Portfolio 穩定資本組合		V3
	20	Core Accumulation Fund^Δ 核心累積基金^Δ		NF
	21	Age 65 Plus Fund^Δ 65 歲後基金^Δ		NA
Total 總和			**100%**	

Would like to know which fund fits you best?
想知那項基金最適合你？

View latest fund fact sheet
閱讀最新一期基金表現概覽

OR visit aia.com.hk

Try out our MPF Investing Style Assessment
試用強積金投資風格評估

OR visit aia.com.hk

* These funds are not index-tracking funds.
有關基金不是緊貼指數基金。

Δ The automatic de-risking features of the MPF Default Investment Strategy does not apply to this fund. 強積金預設投資策略的自動降低風險機制不適用於此基金。

D. DECLARATION 聲明

I have read and understood the AIA Personal Information Collection Statement ("AIA PIC").

I declare and agree that any personal data and other information relating to me or my policy(ies) or investments contained in this form or collected, obtained, compiled or held by the Trustee by any means from time to time may be collected and utilized in accordance with the AIA PIC. I acknowledge and consent to the transfer of my personal data in or outside of Hong Kong for the purposes and to the types of transferee as set out in the AIA PIC.

I agree to the provision, use and transfer of my personal data in or outside of Hong Kong for direct marketing purposes in accordance with the AIA PIC.

I agree and authorize the Trustee to release the balance of this member account, its detailed breakdown (including my investment choices, transaction history and unrealized gain/loss) to my MPF intermediary as assigned or appointed from time to time for the purposes of providing me with MPF related services with immediate effect until I withdraw this authorization.

本人已閱讀及明白友邦保險收集個人資料聲明（「收集個人資料聲明」）。

本人聲明及同意在本表格所載或受託人不時以任何方式收集所得、編製或持有的任何個人資料及關於本人或本人的保單或投資的其他資料，可根據收集個人資料聲明收集及使用。本人確認及同意就收集個人資料聲明所述目的在香港境內轉移本人的個人資料或轉移有關資料至香港境外，及轉移予收集個人資料聲明所載的資料承讓人。

本人同意根據收集個人資料聲明提供、使用及在香港境內轉移本人的個人資料或轉移有關資料至香港境外作直接促銷目的。

本人同意及授權受託人向本人不時獲指派或委任的強積金中介人發放本成員賬戶的結餘及詳細分項（包括本人的投資選擇、交易紀錄及未實現收益 / 虧損）以為本人提供強積金相關服務，即時生效直至本人撤銷此授權。

☐ Please tick the box on the left if you do not agree with the provision, use and transfer of your personal data for direct marketing purposes in accordance with the AIA PIC. If you do not tick the box on the left, you are deemed to have given your consent for the provision, use and transfer of your personal data for direct marketing purposes.

如果你不同意根據收集個人資料聲明提供、使用及轉移你的個人資料作直接促銷目的，請在左邊方格內加上 ✓ 號。如你並沒有在左邊方格內加上 ✓ 號，你便視作同意提供、使用及轉移你的個人資料作直接促銷目的。

☐ Please tick the box on the left if you do not agree with the Trustee to assign an MPF intermediary to serve you from time to time. If you do not tick the box on the left, you are deemed to have given your consent for the Trustee to assign an MPF intermediary to serve you from time to time until you withdraw this consent.

如果你不同意受託人不時指派強積金中介人為你提供服務，請在左邊方格內加上 ✓ 號。如你並沒有在左邊方格內加上 ✓ 號，你便視作同意受託人不時指派強積金中介人為你提供服務，直至你撤銷此同意。

☐ Please tick the box on the left if you do not agree with the Trustee to release the balance of this member account, its detailed breakdown to your MPF intermediary as assigned or appointed from time to time for the purposes of providing you with MPF related services. If you do not tick the box on the left, you are deemed to have given your consent for the Trustee to release the balance of this member account, its detailed breakdown to your MPF intermediary for the purposes of providing you with MPF related services until you withdraw this consent.

如果你不同意受託人向你不時獲指派或委任的強積金中介人發放本成員賬戶的結餘及詳細分項以為你提供強積金相關服務，請在左邊方格內加上 ✓ 號。如你並沒有在左邊方格內加上 ✓ 號，你便視作同意受託人向你的強積金中介人發放本成員賬戶的結餘及詳細分項以為你提供強積金相關服務，直至你撤銷此同意。

I further declare and confirm that the information provided by me to the Trustee in this form is true and correct including the Hong Kong Identity Card/Passport number.

I hereby authorize and acknowledge that the Trustee has the right to accept, process, execute and rely upon instructions issued in my name and my signature which has been sent to the Trustee; I understand and agree that I shall not be required to provide further documentation to confirm or furnish as evidence of the said instructions. I agree to be bound by any instructions sent to the Trustee under my name and signature.

I have read and agree to comply with the governing rules of the Scheme. I authorize my employer to deduct the voluntary contributions (if any) from my income, to obtain from me any updated information and to provide the same to the Trustee for amending their records accordingly.

I agree to indemnify and keep the Trustee and its affiliates indemnified against any and all losses, costs, expenses, actions, proceedings and liabilities suffered by the Trustee and/or its affiliates as a result of any inaccurate information provided by me or my employer or my agent or intermediary, and/or upon the Trustee's or its affiliates' execution of any such instructions except where there is proven (to the satisfaction of the Trustee or its relevant affiliate) willful default, gross negligence or fraud on the part of the Trustee or its relevant affiliate.

I hereby acknowledge and agree that, notwithstanding anything to the contrary, I shall be enrolled in the MPF scheme in which my employer has participated.

Acceptance of this application by the Trustee is subject to: (a) satisfactory completion of all relevant sections in this form; (b) receipt of all relevant documents required by the Trustee; and (c) issuance of Notice of Participation from the Trustee.

本人並謹此聲明及確認，本人在此表格上提供予受託人之所有資料，包括香港身份證 / 護照號碼均為正確無誤。

本人謹此授權受託人接納、處理及執行以本人名義及簽署送往受託人之指示。本人明白並同意本人將毋須提供進一步文件作為確實或補充呈交受託人上述指示之證明。本人同意及接受以本人名義及簽署致受託人之任何指示約束。

本人已瞭解並同意遵守本計劃之計劃條款，並授權本人之僱主從本人之收入內扣除自願性供款（如有）及向受託人提供從本人取得之最新資料以更新其記錄。

除因受託人或其相關關聯公司被證明故意失責、嚴重疏忽或欺詐外（此證明須得受託人或其相關關聯公司信納），倘若本人或本人之僱主或本人之代理人或中介人所提供之資料錯誤及 / 或受託人或其關聯公司因執行相關指示，而導致受託人及 / 或其關聯公司需要承擔任何損失、支出、責任，或需要進行任何行動或訴訟，本人同意作出有關賠償予受託人及其關聯公司。

本人謹此確認及同意，即使有任何與本申請表格互相抵觸的情況，本人只會就僱主已參與的強積金計劃登記成為該計劃之成員。

受託人將根據下列各項以確認接受本申請：(a) 適當地填妥本表格內所有有關部分；(b) 受託人收妥所有所需文件；及 (c) 由受託人發出之參與通知。

I declare that: (please select (a) OR (b) and ✓ as appropriate; if no selection is made, we will assume that you HAVE NOT been invited, induced or advised by any registered MPF intermediaries)

本人聲明：（請選擇 (a) 或 (b)，並於適當方格內填上 ✓ 號；如果沒有選擇，我們將假設閣下未獲任何註冊強積金中介人邀請、誘使或建議。）

☐ (a) I HAVE NOT been invited, induced or advised by any registered MPF intermediaries to enrol in the AIA MPF scheme.
本人未獲任何註冊強積金中介人邀請、誘使或建議參加友邦強積金計劃。

or 或

☐ (b) I HAVE been invited, induced or advised by one or more registered MPF intermediaries to enrol in the AIA MPF Scheme. I hereby provide my written and express consent that my registered MPF intermediary for receiving monetary and/or non-monetary benefits as stated in the Information About Principal Intermediary and Subsidiary Intermediary.
本人獲註冊強積金中介人邀請、誘使或建議參加友邦強積金計劃。本人謹此就本人的註冊強積金中介人收取主事及附屬中介人資料所列之金錢利益及 / 或非金錢利益給予書面及明示同意。

I acknowledge that I have received and read the Key Scheme Information Document, MPF Scheme Brochure (including fees and charges), Information About Principal Intermediary and Subsidiary Intermediary and Member's Guide applicable to the Scheme. I have been advised by my registered MPF intermediary to refer to the MPF Scheme Brochure for details of the AIA MPF Scheme before making material decisions.
本人確認已收妥及閱讀本計劃之主要計劃資料文件、強積金計劃說明書（包括費用及收費）、主事及附屬中介人資料及成員資料冊。本人的註冊強積金中介人已建議本人作出關鍵決定前，先參閱強積金計劃說明書以瞭解友邦強積金計劃的詳情。

I declare that I fully understand the information provided and discussed, including the rationale underlying the advice relating to enrol in the AIA MPF scheme. The advice given to me is based on the following rationale(s): (please ✓ the appropriate box(es))
本人聲明已完全明白所提供及討論之資料，包括有關參加友邦強積金計劃的意見之理據。向本人提供的意見乃基於以下理據：（請於適當方格內填上 ✓ 號）

☐ Scheme and fund choices 計劃及基金選擇　☐ Fund management fees 基金管理費　☐ Member services 成員服務

☐ Others, please specify 其他，請註明：

I hereby confirm that the sales process does not involve: (i) any claims that the Scheme/constituent fund under the Scheme is preferred over the scheme/fund I participated/invested in; (ii) any advice, invitation or inducement relating to choosing a particular constituent fund.
本人謹此確認在銷售過程中，並無涉及：(i) 任何就本計劃 / 本計劃內成分基金優於本人正參與 / 投資的計劃 / 基金之聲言；(ii) 任何與選擇特定成分基金相關的意見、邀約或誘使。

I have been informed by my registered MPF intermediary that if no constituent fund is selected, all contributions (including transfer-in monies) will be automatically invested according to the MPF Default Investment Strategy ("DIS"). My registered MPF intermediary has explained to me the key features of the DIS, such as its automatic de-risking features and fee controls.
本人的註冊強積金中介人已告知本人若不選擇任何成分基金，供款（包括轉入的款項）便會自動按強積金預設投資策略進行投資。本人的註冊強積金中介人已向本人解釋強積金預設投資策略的特點，如自動降低風險及設有收費管控。

AIA PERSONAL INFORMATION COLLECTION STATEMENT 友邦保險收集個人資料聲明

Among the most important assets of the AIA Group of companies is the trust and confidence placed to properly handle information. Customers expect us to maintain their information accurately, protected against manipulation and errors, secure from theft and free from unwarranted disclosure.

This statement provides you with notice as to why your personal data is collected, how it is intended to be used, to whom your personal data may be provided to and how to access, review and amend your personal data.

The AIA Group of companies recognizes its responsibilities in relation to the collection, holding, processing or use of personal data. The provision of your personal data is voluntary: you may choose not to provide us with the requested data, but failure to do so may inhibit our ability to do business with you.

Why we collect your personal data and how it may be used?

Personal data is collected for the following purposes:

- processing, administering, implementing and effecting the requests or transactions contemplated in this document or any other documents you may submit to us from time to time;
- designing new or enhancing existing products and services provided by us;
- to communicate with you including to send you administrative communications about any account you may have with us or about future changes to this Personal Information Collection ("PIC") statement;
- for statistical or actuarial research undertaken by AIA Group of companies, the financial services industry or our respective regulators;
- for our data matching, internal business and administrative purposes;
- to assist in law enforcement purposes, investigations by police or other government authorities and to meet requirement imposed by law;
- other purposes directly relating to any of the above.

For our policy on using your personal data for promotional or marketing purposes, please see the section entitled "Use of Personal Data for Direct Marketing Purposes".

Who may be provided with your personal data?

Personal data will be kept confidential but may, where such disclosure is necessary to satisfy the purpose or a directly related purpose for which the personal data was collected, provide such personal data to the following parties (for our policy on sharing of your personal data for promotional and marketing purposes, please see the section entitled "Use of Personal Data for Direct Marketing Purposes"):

- any person authorized to act as an agent of an AIA Group member company for the distribution of products and services offered by that AIA Group member company;
- any agent, contractor or third party service provider (within or outside the AIA Group of companies) who provides administration, data processing, telecommunications, computer, payment, debt collection or securities clearing, technology outsourcing, call center services, mailing and printing services in connection with the operation of the AIA Group member company's business and provision of our services to you;
- any member of the AIA Group of companies, including subsidiaries and affiliates;
- agents, contractors or third party service providers (within or outside the AIA Group of companies) including companies to help deliver our services, such as reinsurance companies, investment management companies, claims investigation companies, industry associations or federations;
- other companies who help gather your information or communicate with you, such as research companies and ratings agencies, in order to enhance the services we provide to you; and
- government or regulatory bodies or any person to whom the AIA Group member company is under an obligation to make disclosure under the legal and regulatory obligations in that jurisdiction applicable to that particular AIA Group member company.

In relation to any personal data collected by us whilst providing any services in respect of our mandatory provident fund master trust schemes, such personal data would only be transferred to the above parties for the purpose of providing any mandatory provident fund related services.

From time to time, we may purchase a business or sell one or more of our businesses (or portions thereof) and your personal data may be transferred or disclosed as a part of the purchase or sale or a proposed purchase or sale. In the event that we purchase a business, the personal data received with that business would be treated in accordance with this PIC, if it is practicable and permissible to do so. In the event that we sell a business, we will include provisions in the selling contract requiring the purchaser to treat your personal data in the same manner required by this PIC statement.

Your personal data may be provided to any of the above parties who may be located in Hong Kong or outside of Hong Kong.

Access Rights to Personal Data

You have the right to:

- verify whether an AIA Group member company holds any personal data about you and to access any such data;
- require the AIA Group member company to correct any personal data relating to you which is inaccurate; and
- ascertain the AIA Group member company's policies and practices in relation to personal data.

Requests for access, correction or other queries relating to your personal data should be addressed to:

The Data Protection Officer
AIA International Limited
12/F, AIA Tower, 183 Electric Road,
North Point, Hong Kong
E-mail: AIAHK.Compliance@aia.com

The AIA Group member company has the right to charge costs which are directly related to and necessary for the processing of any personal data access request.

Use of Personal Data for Direct Marketing purposes

As well as the purposes set out above, the AIA Group of companies intends to use your name and contact details for promotional or marketing purposes including sending you promotional materials and conducting direct marketing in relation to the following products, services, advice and subjects: insurance; annuities; mandatory provident fund schemes/occupational retirement schemes; wealth management; investment; banking; financial services; credit cards; medical/health treatment; educational; recruitment; training; reward/loyalty/privilege programmes; charitable/non-profitable causes; ("Classes of Marketing Subjects"). However, in relation to any personal data collected by the AIA Group of companies whilst providing any services in respect of our mandatory provident fund master trust schemes, such personal data would only be used for promoting or marketing any products or services that are directly related to our mandatory provident fund schemes.

For the purposes of direct marketing, we may provide your personal information (with the exception of any personal data collected by the AIA Group of companies whilst providing any services in respect of our mandatory provident fund master trust schemes) to providers (whether within or outside of the AIA Group of companies) of any of the Classes of Marketing Subjects described above and call centre, marketing or research services so that they can send you promotional materials and conduct direct marketing in relation to the products and services they offer (these materials may be sent to you by postal mail, email or other means). We may provide your personal data to providers (whether within or outside of the AIA Group of companies) of any of the Classes of Marketing Subjects for gain.

Before using or providing your personal data for the purposes and to the transferees set out above, we must obtain your written consent, and only after having obtained such written consent, may use and provide your personal data for any promotional or marketing purpose.

The types of personal data that AIA intends to use and provide for direct marketing purposes as described above are your name and contact details.

You may in future withdraw your consent to the use and provision to a third party by the AIA Group member company of your personal data for direct marketing purposes and thereafter the AIA Group member company shall cease to use such data for direct marketing purposes.

If you wish to withdraw your consent, please inform us by writing to the address in the section on "Access Rights to Personal Data" or sending us an email. Any such request should clearly state details of the personal data in respect of which the request is being made.

Amendments to this PIC Statement

The AIA Group of companies reserves the right, at any time and without notice, to add to, change, update or modify this PIC statement, simply by notifying you of such change, update or modification. If we decide to change our personal data policy, those changes will be notified to you either on our website or in writing so that you are always aware of what information we collect, how we use the information and under what circumstances the information is disclosed. Any such change, update or modification will be effective immediately upon posting.

Additional Information

Should you have any questions on any part of this PIC statement or would like additional information regarding the AIA Group of companies data privacy practices, please do not hesitate to contact us.

友邦保險集團公司其中一項最重要的資產，就是客戶對我們能妥善處理資料而給予的信任及信賴。客戶期望我們能準確保存他們的資料、保障資料免被竄改及出錯、防止被盜用及在未經授權下被公開。

本聲明旨在向閣下闡釋收集閣下個人資料的原因、資料的擬定用途、可能獲提供閣下資料的有關方，以及有關查閱、檢視及更正閣下個人資料的方法。

友邦保險集團公司深明其收集、持有、處理或使用個人資料的責任。提供閣下的個人資料與否純屬閣下個人意願，閣下可選擇不向我們提供我們所需的個人資料，惟這樣可能導致我們無法辦理閣下的業務。

我們為何要收集閣下的個人資料及將如何使用有關資料？

收集個人資料乃作以下用途：

- 處理、實施、執行和實行本文件或閣下可能不時呈交予我們的任何其他文件項下的要求或交易；
- 設計全新或加強現時我們所提供的產品及服務；
- 與閣下保持聯繫，包括向閣下寄發有關閣下在我們公司任何賬戶的行政管理通訊或本收集個人資料聲明的日後變動；
- 供友邦保險集團公司、金融服務業或我們的相關監管機構的統計或精算研究之用；
- 供我們資料核對，內部業務及行政之用；
- 協助執行法例、警方或其他政府或監管機構調查，以及符合法例規定，或以符合與政府或監管機構之協定；
- 與上述任何一項直接有關的其他用途。

有關我們使用閣下個人資料作宣傳或市場推廣用途的政策，請參閱「使用個人資料作直接促銷用途」一節。

能會取得閣下的個人資料？

個人資料將保密處理，惟倘就符合收集個人資料用途或直接相關用途而披露屬必須時，則可向以下各方提供相關個人資料（有關我們分發閣下個人資料作宣傳或市場推廣用途的政策，請參閱「使用個人資料作直接促銷用途」一節）：

- 獲授權擔任友邦保險集團成員公司代理以分銷該友邦保險集團成員公司所提供之產品及服務的任何人士；
- 就友邦保險集團成員公司營運以及向閣下提供我們的服務相關而提供管理、數據處理、電訊、電腦、付款、收債或證券結算、技術外判、電話中心服務、郵寄及印刷服務的任何代理、承包商或第三方服務供應商（無論在友邦保險集團公司範圍內或外）；
- 友邦保險集團任何成員公司，包括附屬公司及關聯公司；
- 代理、承包商或第三方服務供應商（無論在友邦保險集團公司範圍內或外），包括協助提供服務的公司，例如再保險公司、投資管理公司、索賠調查公司、業界協會或聯盟；
- 協助收集閣下資料或與閣下聯繫的其他公司，例如研究調查公司及信貸評級機構，藉以加強我們向閣下所提供的服務；及
- 政府或監管機構或在友邦保險集團成員公司營運所在司法權區：(a) 對該友邦保險集團成員公司具有法律及／或監管責任而須予以披露的任何人士；(b) 與該友邦保險集團成員公司協議需對其作出披露的任何人士。

就我們因在提供強積金集成信託計劃服務而收集的個人資料，該等個人資料將只會提供予上述人士作提供相關的強積金服務的用途。

我們可不時購買業務或出售我們一項或多項業務（或其部分），而閣下的個人資料可作為該買賣或建議買賣的一部分予以轉讓或披露。倘我們購買一項業務，就該業務所獲得的個人資料將在其可行及允許的情況下根據本收集個人資料聲明處理。倘我們出售一項業務，我們將於出售合約中訂明買方須按本收集個人資料聲明所載相同方式處理閣下的個人資料。

閣下的個人資料可提供予上述在香港境內或香港境外的任何有關方。

查閱個人資料的權利

閣下有權：

- 核實友邦保險集團成員公司是否持有閣下的個人資料，並查閱任何該等資料；
- 要求友邦保險集團成員公司更正任何有關閣下的錯誤個人資料；及
- 確定友邦保險集團成員公司有關個人資料的政策及慣例。

如欲查閱、更正閣下個人資料或有相關的其他要求，可致函至以下地址：

資料保障主任
友邦保險（國際）有限公司
香港北角電氣道 183 號友邦廣場 12 樓
電郵：AIAHK.Compliance@aia.com

友邦保險集團成員公司有權就因處理任何查閱個人資料的要求收取需要和直接相關的費用。

使用個人資料作直接促銷用途

除上述用途外，友邦保險集團公司擬使用閣下的姓名和聯絡資料作宣傳或市場推廣用途，包括向閣下寄發宣傳資料及就以下產品、服務、建議、目的作直接促銷：保險；年金；強積金／職業退休計劃；財富管理；投資；銀行；金融服務；信用咭；醫療／健康治療；教育；招聘；訓練；獎賞／年資獎勵／優惠計劃；慈善／非牟利用途（「促銷標的類別」）。然而，就我們因在提供強積金集成信託計劃服務而收集的個人資料，該等個人資料將只會用作宣傳或推廣直接與強積金計劃相關的產品或服務。

就此直接促銷的用途，除因友邦保險集團公司在提供強積金集成信託計劃服務所收集的個人資料外，我們或會將閣下的個人資料提供予任何上述描述的促銷標的類別以及電話中心、市場推廣或研究服務的提供商（無論在友邦保險集團公司範圍內或外），從而他們可就其所提供的產品及服務向閣下寄發宣傳資料及進行直接促銷，有關資料可透過郵寄、電郵或其他方式送遞予閣下。我們或會將閣下的個人資料提供予任何以上描述的促銷標的類別的提供商（無論在友邦保險集團公司範圍內或外）而獲得利益。

就上述用途使用或向上述受讓方提供閣下的個人資料前，我們必先取得閣下的書面同意，並僅會在取得有關書面同意後方就任何宣傳或市場推廣用途使用或提供閣下的個人資料。

友邦保險集團擬使用及提供作上述直接促銷用途的個人資料為閣下的姓名和聯絡資料。閣下將來可就友邦保險集團成員公司使用並向第三者提供閣下的個人資料作直接促銷用途撤回以上的同意；此後，友邦保險集團成員公司須停止使用該等資料作直接促銷之用。

如閣下欲撤回以上同意，閣下可以書面或電郵方式通知我們，書面通知可郵寄至「查閱個人資料的權利」一節所載地址。任何有關請求應清楚列明該要求相關的個人資料詳情。

本收集個人資料聲明的修訂

友邦保險集團公司保留權利可隨時且在無須通知的情況下增添、修改、更新或修訂本收集個人資料聲明，我們僅知會閣下有關修改、更新或修訂。倘我們決定修改我們的個人資料政策，我們將於我們的網站或以書面形式知會閣下有關修改，從而讓閣下能得悉我們所收集的資料、我們如何使用該資料及在何種情況下會披露該資料。任何有關修改、更新或修訂將在刊登後即時生效。

其他資料

如閣下對本收集個人資料聲明的任何部分有任何疑問或如欲知悉有關友邦保險集團公司的資料保密慣例的更多資料，請隨時與我們聯絡。

僱主轉移強積金累算權益(權益)須知

《強制性公積金計劃(一般)規例》(第 485A 章)第 150 及 150A 條

*填寫本表格前，請先閱讀下列**重要資料**：*

(1) ***用詞定義：***

(a) *「供款賬戶」—指強積金註冊計劃(計劃)下主要用以接收僱主為僱員所作出以及代表僱員所作出的強積金供款(包括僱主及僱員部分)的賬戶。*

(b) *「原受託人」(在《強制性公積金計劃(一般)規例》(《規例》)中亦稱「轉移受託人」)—指轉出僱員的權益的計劃的受託人。*

(c) *「新受託人」(在《規例》中亦稱「承轉受託人」)—指轉入僱員的權益的計劃的受託人。如你選擇把權益轉移至同一計劃的另一個賬戶或轉移至同一受託人的另一個計劃，第 MPF(S)-P(E)號表格所指的新受託人將與原受託人相同。*

(d) *「原計劃」—指轉出僱員的權益的計劃。*

(e) *「新計劃」—指轉入僱員的權益的計劃。如你選擇把權益轉移至同一計劃的另一個賬戶，第 MPF(S)-P(E)號表格所指的新計劃將與原計劃相同。*

(2) *如僱主擬把僱員的權益轉移至另一個計劃，或新僱主擬把另一名僱主的僱員的權益轉移至本身所參與的計劃，應使用第 MPF(S)-P(E)號表格。後者的情況或會在業務擁有權有所變更，或僱員在有聯繫公司之間轉調時出現。在該情況下，第 MPF(S)-P(E)號表格應由新僱主填寫。*

(3) *對於現時投資於強積金保證基金的僱員而言，如根據第 MPF(S)-P(E)號表格的要求從該保證基金轉出權益，可能會導致他們不符合部分或所有保證條件，以致影響他們享有保證的資格。詳情請查閱原計劃的要約文件，或向原受託人查詢。*

(4) *請確保你已參加並已安排你的僱員登記參加新計劃。否則，你須先行參加並安排你的僱員登記參加該計劃，然後才向新受託人提交第 MPF(S)-P(E)號表格。*

(5) *為免被第三者填上不正確的資料，**請勿在空白的表格上簽署**。在新受託人收到已填妥的第 MPF(S)-P(E)號表格後，之前由受託人採取的行政步驟未必能夠撤銷。*

(6) *若你在第 MPF(S)-P(E)號表格上提供的任何資料(包括簽署)不正確或不完整，受託人可能無法處理此項權益轉移要求。*

(7) *新計劃的要約文件載有該計劃的資料，這些資料將有助你決定是否把權益轉移至該計劃。你可向新受託人索閱要約文件。*

(8) *如欲就你的權益轉移申請作出查詢或尋求協助，請聯絡你的原受託人或新受託人。有關權益轉移的一般查詢，可聯絡強制性公積金計劃管理局(電郵地址：mpfa@mpfa.org.hk 或熱線電話：2918 0102)。*

(9) *請填妥載於第 1 頁至第 3 頁的第 MPF(S)-P(E)號表格，並提交該表格予新受託人。*

~完~

SECTION III - TRANSFER INFORMATION
第 III 部—轉移資料

(8) **Details of the scheme from which benefits [Note 2] are to be transferred:**
轉出權益[註 2]的計劃的資料

Name of employer [Note 3] in the original scheme 原計劃的僱主名稱[註 3]: Property Trader Ltd

Name of original trustee 原受託人名稱: ☐ AIA Company (Trustee) Limited 友邦(信託)有限公司

☑ Others (please specify) 其它(請註明): Sunlife Trustee Co Ltd

Name of original scheme 原計劃名稱: ☐ AIA MPF - Prime Value Choice 友邦強積金優選計劃

☑ Others (please specify) 其它(請註明): Sunlife Rainbow MPF Scheme

Employer's identification number [Note 4] 僱主識別號碼[註 4]: 31651500000

Contributions to original scheme should be paid up to 向原計劃供款的最後日期:

31	3	2024
DD 日	*MM 月*	*YYYY 年*

(9) Do you wish to transfer the benefits [Note 2] of *all* employees participating in the original scheme? *(please ✓as appropriate)*
你是否擬轉移*所有*參與原計劃的僱員的權益[註 2]? *(請於適當的方格內填上✓號)*

☑ Yes 是

☐ No 否

(10) Details of the employee(s) whose benefits [Note 2] are to be transferred:
將獲安排轉移權益[註 2]的僱員的詳細資料:

No. 編號	Name of employee 僱員姓名	HKID Card number [Note 5] of employee 僱員的香港身份證號碼[註 5]
1	Tung Tak Chi	K133500(6)
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

(Employer may provide details of employees, together with authorised signature and company chop, on separate sheets of paper. 僱主可另紙提供僱員的詳細資料，請由獲授權簽署人簽署及蓋上公司印章。)

(11) **Details of the scheme to which benefits are to be transferred:**
轉入權益的計劃的資料:

Name of new trustee 新受託人名稱 ☑ AIA Company (Trustee) Limited 友邦(信託)有限公司

☐ Others (please specify) 其它(請註明):

Name of new scheme 新計劃名稱 ☑ AIA MPF - Prime Value Choice 友邦強積金優選計劃

☐ Others (please specify) 其它(請註明)

Employer's identification number [Note 4] 僱主識別號碼[註 4]:

Effective date of transfer 轉移開始生效日期:

1	9	2024
DD 日	*MM 月*	*YYYY 年*

Explanatory Notes

(1) In case of transfer of benefits of employees to the new scheme under a new employer, this refers to the new employer.

(2) The benefits are confined to the benefits held in the contribution account(s) in the original scheme in respect of the employees of the existing employer.

(3) Leave it blank if it is the same as the name of the employer in section II(2).

(4) The employer's identification number is the number assigned by the trustee to the employer concerned. Trustees may use different names for this number (e.g. account number, company code, contract number, employer account number, employer code, employer ID, employer number, MPF client number, participating plan number, plan number, scheme number, scheme ID, sub-scheme number) If you are in doubt of the number, please contact the relevant trustee.

(5) If any of the employees do NOT possess a HKID Card, please fill in their passport number and also indicate that it is a passport number.

(6) (a) For transfer of benefits of employee(s) to the scheme of a new employer, this Form must be signed by the new employer.

(b) If the employer is not a natural person, this Form may be signed by the Managing Director, Chief Executive Officer or any person authorised to sign on behalf of the employer.

~END~

註釋

(1) 如把僱員的權益轉移至新僱主參加的新計劃，則指新僱主。

(2) 所指的權益僅限於現任僱主的僱員在原計劃的供款賬戶內的權益。

(3) 如這個名稱與第 II(2)部的僱主名稱相同，則無須填寫此項。

(4) 僱主識別號碼即受託人為有關僱主編配的號碼。受託人或會使用不同名稱來設定識別號碼（例如賬戶編號、僱主編號、合約編號、強積金客戶編號、參與計劃編號、計劃編號、附屬計劃編號）。如不清楚識別號碼，請聯絡有關受託人。

(5) 如僱員沒有香港身份證，請填上他們的護照號碼，並註明其為護照號碼。

(6) (a) 如把僱員的權益轉移至新僱主的計劃，則本表格須由新僱主簽署。

(b) 假如僱主並不是自然人，本表格可由行政總監、行政總裁或任何獲授權人士代表僱主簽署。

~完~

AIA MPF – PRIME VALUE CHOICE
友邦強積金優選計劃

TRANSFER OF ASSET 資產轉戶

Please Note:
This appendix should be completed in **ENGLISH BLOCK LETTERS AND IN BLACK INK**
Leave a space between numbers and words.
Delete as appropriate where marked with "*".
Submit **ORIGINAL COPY** only, fax copy will not be processed.

請注意：
本附件必須以**英文正楷及黑筆**填寫。
請於文字與數字間留一個空格。
請於 "*" 項目刪去不適用者。
請呈交**正本**，傳真本將不獲處理。

APPENDIX C 附件 C

Name of Company (English) 公司名稱 (英文)：_____

PART A: PARTICULARS OF ASSETS TRANSFERRED FROM OTHER SCHEME(S)
第一部分：其他計劃資產轉戶資料

Please tick the appropriate box(es). 請在適當欄中加上(✓)號。

☑ Assets transferred from an MPF Scheme 從強積金計劃轉入資產
Please submit the "Employer's Request for Fund Transfer Form (Form MPF (S) - P (E))" together with this application form.
請將「僱主資金轉移申請表(Form MPF(S) - P(E))」連同本申請書一併遞交。

☐ Assets transferred from an ORSO Scheme 從職業退休計劃轉入資產

ORSO Registration No. 職業退休計劃註冊編號[655]：

Name of Service Provider 服務提供機構名稱[017]：

PART B : GOVERNING RULES FOR ASSETS TRANSFERRED FROM OTHER SCHEME(S) FOR VOLUNTARY CONTRIBUTION
第二部分：由其他計劃自願性的資產轉入本計劃之條款

1) Retirement Age 退休年齡 **Age 年歲**

- Early retirement age 提早退休年齡 ____
- Normal retirement age 正常退休年齡 ____

2) Withdrawal Methods 提取方法

Will the withdrawal method for assets transferred be the same as that for the employer's voluntary contribution stated in Employer Voluntary Contribution Set-up Form?
該資產轉戶提取方法是否與設立僱主自願性供款表格之自願性供款提取方法一致？

☐ Yes 是

☐ No 否

☐ Benefits derived from employer's voluntary contributions x Default vesting scale (see below Table A)
僱主自願性供款之累算權益 x 預設權益歸屬比例 (請參閱表A)

☐ Benefits derived from employer's voluntary contributions x Self-determined vesting scale (please complete Table A)
僱主自願性供款之累算權益 x 自選權益歸屬比例 (請填寫表A)

Table A (vesting percentage should be in increments of 10%) **表A** (權益歸屬百分比必須為10%的倍數)

Vesting Scale 權益歸屬比例 (tick one only 只須選擇一項) Completed years of service 服務年資(DOE)## Completed years of scheme service 計劃服務年資(DOP)##	Default Vesting Percentage (%) 預設權益歸屬百分比		Self-determined Vesting Percentage (%) 自選權益歸屬百分比	
	☐ DOE	☐ DOP	☐ DOE	☐ DOP
Less than 1 少於一年	0			
1, but less than 2 一年，但少於兩年	0			
2, but less than 3 兩年，但少於三年	0			
3, but less than 4 三年，但少於四年	30			
4, but less than 5 四年，但少於五年	40			
5, but less than 6 五年，但少於六年	50			
6, but less than 7 六年，但少於七年	60			
7, but less than 8 七年，但少於八年	70			
8, but less than 9 八年，但少於九年	80			
9, but less than 10 九年，但少於十年	90			
10 or more 十年或以上	100			

If the employer does not make the choice here, "completed years of service" will be used in determining the contribution rate and vesting scale.
若僱主不作出揀選，「服務年資」將用作釐訂自願性供款率及權益歸屬比例。

Remarks: "Years of scheme service" means the period of membership of the employee from the date of participation in the company's retirement scheme to the date of cessation of the company's retirement scheme in completed years.
備註： 「計劃服務年資」是指由僱員參與公司退休計劃日起至終止參與有關計劃之時段 (按整年計算)。

香港永久性居民身份證

HONG KONG PERMANENT IDENTITY CARD

For YUU reference only

董德智

TUNG, Tak Chi

K133500

5516 1795 2535



出生日期 Date of Birth

20-03-1973 男 M

***AZ

簽發日期 Date of Issue

(04-84)



04-06-21 K133500(6)

請沿虛線剪下並將有效的商業/分行登記證展示在營業地點。
Please cut along the dotted line and display the valid business/branch registration certificate at business address.

正本
ORIGINAL

表格 2 FORM 2
《商業登記條例》(第 310 章)
BUSINESS REGISTRATION ORDINANCE (Chapter 310)
《商業登記規例》
BUSINESS REGISTRATION REGULATIONS
商業 XXXXX登記證 Business XXXXX Registration Certificate

[第 5 條]
[regulation 5]

XXXXXXXX
XXXXXXXX

業務 / 法團所用名稱
Name of Business/ Corporation
置庫物業有限公司
PROPERTY FINDER LIMITED

業務 / 分行名稱
Business/ Branch Name
****
****

地址
Address
G/F
15A PAK KONG AU, PO LO CHE
SAI KUNG
NT

業務性質
Nature of Business
PROPERTY AGENCY

法律地位
Status
BODY CORPORATE

生效日期 Date of Commencement	屆滿日期 Date of Expiry	登記證號碼 Certificate No.	登記費及徵費 Fee and Levy
06/11/2023	05/11/2024	39974886-000-11-23-7	$2,150

(登記費 FEE = $2,000)
(徵費 LEVY = $ 150)

請注意下列《商業登記條例》的規定：

1. 第 6(6)條規定任何業務獲發商業登記證或分行登記證，並不表示該業務或經營該業務的人或受僱於該業務的僱員已遵從有關的任何法律規定。
2. 第 12 條規定各業務須將其有效的商業登記證或有效的分行登記證於每一營業地點展示。

Please note the following requirements of the Business Registration Ordinance:

1. Section 6(6) provides that the issue of a business registration certificate or a branch registration certificate shall not be deemed to imply that the requirements of any law in relation to such business or to the persons carrying on the same or employed therein have been complied with.
2. Section 12 provides that valid business registration certificate or valid branch registration certificate shall be displayed at every address where business is carried on.

機印所示登記費及徵費收訖： RECEIVED FEE AND LEVY HERE STATED IN PRINTED FIGURES.

IRDB101A (12/2010) 10/11/2023 899828467 $2,150.00

0168F1 0168F1

存案 Filed

公司註冊處
Companies Registry

周年申報表
Annual Return

表格 Form **NAR1**

公司編號 Company Number
1285172

註 Note

1 公司名稱 Company Name

PROPERTY FINDER LIMITED
置庫物業有限公司

7 2 商業名稱(如有的話) Business Name (If any)

-

3 公司類別 Type of Company

請在適用的空格內加上 ✓ 號 Please tick the relevant box

☑ 私人公司 Private company ☐ 公眾公司 Public company ☐ 擔保有限公司 Company limited by guarantee

8 4 本申報表的結算日期
Date to which this Return is Made Up

6	11	2022
日 DD	月 MM	年 YYYY

(如屬私人公司，本申報表應列載截至公司成立為法團的周年日期的資料。
如屬公眾公司，申報表的結算日期應為該公司的會計參照期結束後的 6 個月屆滿之日。
如屬擔保有限公司，申報表的結算日期應為該公司的會計參照期結束後的 9 個月屆滿之日。

For a private company, the information in this return should be made up to the anniversary of the date of its incorporation.
For a public company, the return should be made up to the date that is 6 months after the end of its accounting reference period.
For a company limited by guarantee, the return should be made up to the date that is 9 months after the end of its accounting reference period.)

9 5 隨本表格交付的財務報表所涵蓋的會計期
Period Covered by Financial Statements Delivered with this Form
(私人公司無需填報此項 A private company need not complete this section)

	-		至 To		-	
日 DD	月 MM	年 YYYY		日 DD	月 MM	年 YYYY

10 6 註冊辦事處地址 Address of Registered Office

Flat S, 7/F, Everest Industrial Centre, No. 396 Kwun Tong Road, Kwun Tong, Kowloon, Hong Kong

3 提交人資料 Presentor's Reference

姓名 Name: Ample Talent Consultants Limited
地址 Address: Unit A, 8/F., CKK Commercial Centre, 289 Hennessy Road, Wanchai, Hong Kong

電話 Tel: 傳真 Fax:
電郵 Email:
檔號 Reference:

請勿填寫本欄 For Official Use

23102010576
NAR1L 1285172
16/11/2022

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表格 Form **NAR1**

公司編號 Company Number: 1285172

11 公司秘書 Company Secretary

A. 公司秘書 (自然人) Company Secretary (Natural Person)

(如超過一名公司秘書屬自然人，請用續頁 A 填報 Use Continuation Sheet A if more than 1 company secretary is a natural person)

13	中文姓名 Name in Chinese	N/A
	英文姓名 Name in English — 姓氏 Surname	N/A
	名字 Other Names	N/A
	前用姓名 Previous Names — 中文 Chinese	N/A
	英文 English	N/A
	別名 Alias — 中文 Chinese	N/A
	英文 English	N/A
14	香港通訊地址 Hong Kong Correspondence Address	N/A
	地區 Region	N/A
15	電郵地址 Email Address	

16 身分識別 Identification

(a) 香港身分證部分號碼 Partial Number of Hong Kong Identity Card: N/A | | | | | * * * (*)

(b) 護照 Passport

簽發國家／地區 Issuing Country／Region	N/A
部分號碼 Partial Number	N/A

B. 公司秘書 (法人團體) Company Secretary (Body Corporate)

(如超過一名公司秘書屬法人團體，請用續頁 A 填報 Use Continuation Sheet A if more than 1 company secretary is a body corporate)

17	中文名稱 Name in Chinese	卓智(香港)管理顧問有限公司
	英文名稱 Name in English	Ample Talent Consultants Limited
18	香港地址 Hong Kong Address	Unit A, 8/F. CKK Commercial Centre, 289 Hennessy Road, Wanchai,
	地區 Region	Hong Kong
15	電郵地址 Email Address	-

公司編號 Company Number: 620120

表格 Form **NAR1**

公司編號 Company Number
1285172

12 董事 Directors (續上頁 cont'd)

B. 董事（法人團體）Director (Body Corporate)

(如超過兩名董事屬法人團體，請用續頁 C 填報 Use Continuation Sheet C if more than 2 directors are body corporate)

請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)

(19) 1 身分 Capacity ☐ 董事 Director ☐ 候補董事 Alternate Director

代替 Alternate to: -

中文名稱 Name in Chinese: N/A

英文名稱 Name in English: N/A

(24) 地址 Address: N/A

國家／地區 Country／Region:

(22) 電郵地址 Email Address:

公司編號 Company Number (只適用於在香港註冊的法人團體 Only applicable to body corporate registered in Hong Kong): N/A

請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)

(19) 2 身分 Capacity ☐ 董事 Director ☐ 候補董事 Alternate Director

代替 Alternate to: N/A

中文名稱 Name in Chinese: N/A

英文名稱 Name In English: N/A

(24) 地址 Address: N/A

國家／地區 Country／Region:

(22) 電郵地址 Email Address:

公司編號 Company Number (只適用於在香港註冊的法人團體 Only applicable to body corporate registered in Hong Kong): N/A

表格 Form **NAR1**

公司編號 Company Number
1285172

25 **13 有股本公司的成員詳情 Particulars of Member(s) of a Company Having a Share Capital**

(有股本的公司必須填報此項 Company having a share capital must complete this section)

請在適用的空格內加上 ✓ 號 Please tick the relevant box

☑ 非上市公司的成員詳情列於附表一
Particulars of members of a non-listed company are listed in Schedule 1

☐ 上市公司的成員詳情列於附表二
Particulars of members of a listed company are listed in Schedule 2

26 **14 公司紀錄 Company Records**

(如空位不足，請用續頁 D 填報 Use Continuation Sheet D if the space provided is insufficient)

公司備存下列紀錄的地址(如並非備存於第 6 項所述的註冊辦事處內)
Address where the following company records are kept (if not kept at the registered office stated in Section 6)

公司紀錄 Company Records	地址 Address
N/A	

15 陳述書 Statement

(如屬私人公司，請在空格內加上 ✓ 號以作出此項陳述 For a private company, please tick the box to make the Statement)

☑ 現述明公司自最近一份周年申報表的結算日期起(如屬首份周年申報表，則自公司成立為法團的日期起)，並沒有發出邀請，以邀請公眾人士認購公司的任何股份或債權證；同時如成員人數於本申報表的結算日期當日超過五十名，則超出五十名之數的成員，全屬根據《公司條例》第 11(2)條於計算公司成員人數時不包括在內的人。
The company has not, since the date of the last annual return (or since the date of incorporation in the case of the first annual return), issued any invitation to the public to subscribe for any shares or debentures of the company and that if the number of members of the company exceeds 50 as at the date of this return, the excess consists wholly of persons who, under section 11(2) of the Companies Ordinance, are excluded in the calculation of the number of members of the company.

提示 Advisory Note

27 所有公司董事均應閱讀公司註冊處編製的《董事責任指引》，並熟悉該指引所概述的董事一般責任。
All directors of the company are advised to read 'A Guide on Directors' Duties' published by the Companies Registry and acquaint themselves with the general duties of directors outlined in the Guide.

本申報表包括下列續頁 **This Return includes the following Continuation Sheet(s)**

續頁 Continuation Sheet(s)	A	B	C	D
頁數 Number of pages	0	0	0	0

6 簽署 Signed：

姓名 Name： TUNG Tak Chi 日期 Date： 11 NOV 2022

董事 Director／~~公司秘書 Company Secretary~~ *

日 DD / 月 MM / 年 YYYY

**請刪去不適用者 Delete whichever does not apply*

MEMORANDUM

AND

ARTICLES OF ASSOCIATION

OF

PROPERTY FINDER LIMITED
置庫物業有限公司

Name changed on 12th March 2009 & 9th February 2010.

Incorporated the 6th day of November, 2008.

HONG KONG

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Tel: 2543 3399

No. 1285172
編號

(COPY)
副本

CERTIFICATE OF CHANGE OF NAME
公司更改名稱證書

I hereby certify that
本人謹此證明

PROPERTY FINDER LIMITED

having by special resolution changed its name, is now incorporated under
經通過特別決議，已將其名稱更改，該公司現根據
the Companies Ordinance (Chapter 32) in the name of
《公司條例》(第32章)註冊的名稱爲

PROPERTY FINDER LIMITED
置庫物業代理有限公司

Issued on 12 March 2009.
本證書於二〇〇九年三月十二日發出。

(Sd.) Ms. Fanny Wing-chi LAM

.....

for ***Registrar of Companies***
Hong Kong
香港公司註冊處處長
(林詠芝 代行)

THE COMPANIES ORDINANCE (CHAPTER 32)

Private Company Limited by Shares

MEMORANDUM OF ASSOCIATION

OF

PROPERTY FINDER LIMITED
置庫物業有限公司

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1. The name of the Company is "**PROPERTY FINDER LIMITED 置庫物業有限公司**".

2. The Registered Office of the Company will be situated in Hong Kong.

3. The liability of the Members is limited.

4. The Share Capital of the Company is HK$10,000.00 divided into 10,000 shares of HK$1.00 each with the power for the company to increase or reduce the said capital and to issue any part of its capital, original or increased, with or without preference, priority or special privileges, or subject to any postponement of rights or to any conditions or restrictions and so that, unless the conditions of issue shall otherwise expressly declare, every issue of shares, whether declared to be preference or otherwise, shall be subject to the power hereinbefore contained.

THE COMPANIES ORDINANCE (CHAPTER 32)

Private Company Limited by Shares

ARTICLES OF ASSOCIATION

OF

PROPERTY FINDER LIMITED
置庫物業有限公司

Preliminary

1. The regulations contained in Table "A" in the First Schedule to the Companies Ordinance (Chapter 32) shall apply to the Company save in so far as they are hereby expressly excluded or modified. In case of conflict between the provisions of Table "A" and these presents, the provisions herein contained shall prevail.

2. The company is a private company and accordingly:-

(a) the right to transfer shares is restricted in manner hereinafter prescribed;

(b) the number of members of the company (exclusive of persons who are in the employment of the company and of persons who having been formerly in the employment of the company were while in such employment and have continued after the determination of such employment to be members of the company) is limited to 50. Provided that where 2 or more persons hold one or more shares in the company jointly they shall for the purpose of this regulation be treated as a single member;

(c) any invitation to the public to subscribe for any shares or debentures of the company is prohibited;

(d) the company shall not have power to issue share warrants to bearer.

Transfer of Shares

3. The Directors may decline to register any transfer of shares to any person without giving any reason therefor. The Directors may suspend the registration of transfers during the twenty-one days immediately preceding the Ordinary General Meeting in each year. The Directors may decline to register any instrument of transfer, unless (a) a fee not exceeding two dollars is paid to the Company in respect thereof, and (b) the instrument of transfer is accompanied by the Certificate of the shares to which it relates, and such other evidence as the Directors may reasonably require to show the right of the transferor to make the transfer.

Chairman of Directors

4. The Directors may elect a chairman of their meetings, and determine the period for which he is to hold office, and unless otherwise determined the chairman shall be elected annually. If no chairman is elected, or if at any meeting the chairman is not present within half an hour of the time appointed for holding the same, the Directors present shall choose someone of their number to be the chairman of such meeting.

5. Unless and until the Company in General Meeting shall otherwise determine, the Company shall have at least one director. The first Directors of the Company or, if the Company shall have one Director, the sole Director, shall be appointed in writing by the majority of the founder members or, if the Company shall have one founder member, by the sole founder member to the Memorandum of Association.

6. A Director who is about to go away from or is absent from Hong Kong may with the approval of the majority of the other Directors nominate any person to be his substitute and such substitute whilst he holds

16. Where any notice is required either by these Articles, by Table "A", by the Ordinance or otherwise, to be given to any Director or to any Member of the Company, such shall be valid if given by facsimile and where any consent, agreement, signature, notice by or authority from any Director or Member of the Company such shall be good and valid if given by facsimile in spite of the fact that neither the facsimile nor the document by which the facsimile is sent bears a written signature. This clause shall not apply to Special Resolutions.

Powers of Directors

17. The Directors, in addition to the powers and authorities by these Articles or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Company in General Meeting subject nevertheless to the provisions of the Companies Ordinance (Chapter 32), to these Articles, and to any regulations from time to time made by the Company in General Meetings, provided that no such regulation so made shall invalidate any prior act of the Directors which would have been valid if such regulations had not been made.

18. Without prejudice to the general powers conferred by the preceding Article and the other powers conferred by these Articles, it is hereby expressly declared that the Directors shall have the following powers, that is to say, power:-

(a) To pay the costs, charges and expenses preliminary and incidental to the promotion, formation, establishment and registration of the Company.

(b) To purchase or otherwise acquire for the Company or sell or otherwise dispose of any property, rights or privileges which the Company is authorised to acquire at such price and generally on such terms and conditions as they shall think fit.

(c) To engage, suspend or dismiss the employees of the Company, and to fix and vary their salaries or emoluments.

(d) To institute, conduct, defend, compromise or abandon any legal proceedings by or against the Company or its officers, or otherwise concerning the affairs of the Company, and also to compound and allow time for payment or satisfaction of any debts due and of any claims or demands by or against the Company.

(e) To refer any claims or demands by or against the Company to arbitration and observe and perform the awards.

(f) To make and give receipts, releases and other discharges for moneys payable to the Company, and for claims and demands of the Company.

(g) To invest, lend or otherwise deal with any of the moneys or property of the Company in such manner as they think fit having regard to the Company's Memorandum of Association and from time to time to vary or realise any such investment.

(h) To borrow money on behalf of the Company, and to pledge, mortgage or hypothecate any of the property of the Company.

(i) To open a current account with themselves for the Company and to advance any money to the Company with or without interest and upon such terms and conditions as they shall think fit.

(j) To enter into all such negotiations and contracts and rescind and vary all such contracts and execute and do all such acts, deeds and things in the name and on behalf of the Company as they may consider expedient for, or in relation to, any of the matters aforesaid, or otherwise for the purposes of the Company.

(k) To give to any Director, officer or other person employed by the Company a commission on the profits of any particular business or transaction, and such commission shall be treated as part of the working expenses of the Company, and to pay commissions and make allowances (either by way of a share in the general profits of the Company or otherwise) to any person introducing business to the Company or otherwise promoting or serving the interest thereof.

(l) To sell, improve, manage, exchange, lease, let, mortgage or turn to account all or any part of the land, property, rights and privileges of the Company.

28. A transfer of shares shall not pass the right to any dividend declared thereon before the registration of the transfer.

29. If two or more persons are registered as joint holders of any share, any one of such persons may give effectual receipts for any dividends or for other moneys payable in respect of such share.

30. The Directors may retain any dividends payable on shares on which the Company has a lien, and may apply the same in or towards satisfaction of the debts, liabilities or engagements in respect of which the lien exists.

31. All dividends unclaimed for one year after having been declared may be invested or otherwise made use of by the Directors for benefit of the Company until claimed.

Secretary

32. The first Secretary shall be appointed in writing by the majority of the founder members or, if the Company shall have one founder member, by the sole founder member to the Memorandum of Association, and thereafter, the Secretary shall be appointed by the Directors for such term, at such remuneration and upon such conditions as they may think fit. Any Secretary so appointed may be removed by the Directors. If the Company has only one Director, the sole Director or a body corporate, the sole Director of which is the sole Director of the Company shall not be the Secretary.

Winding Up

33. The Directors shall have power in the name and on behalf of the Company to present a petition to the Court for the Company to be wound up.

34. If the Company shall be wound up (whether the liquidation is voluntary or by the court) the liquidator may, with the authority of a Special Resolution, divide among the members *in specie* or kind the whole or any part of the assets of the Company and whether or not the assets shall consist of property of one kind or shall consist of properties of different kinds, and may for such purpose set such value as he deems fair upon any one or more class or classes of property and may determine how such division shall be carried out as between the members or different classes of members. The liquidator may, with the like authority, vest any part of the assets in trustees upon such trusts for the benefit of members as the liquidator with the like authority shall think fit, and the liquidation of the Company may be closed and the Company dissolved, but so that no contributory shall be compelled to accept any shares or other property in respect of which there is a liability.

Indemnity

35. Subject to the provisions of and so far as may be consistent with the Ordinance, every Director, Secretary or other officer, and every auditor, of the Company shall be entitled to be indemnified by the Company against all costs, charges, losses, expenses and liabilities incurred by him in the execution and/or discharge of his duties and/or the exercise of his powers and/or otherwise in relation to or in connection with his duties, powers or office including (without prejudice to the generality of the foregoing) any liability incurred by him in defending any proceedings, civil or criminal, which relate to anything done or omitted or alleged to have been done or omitted by him as an officer or employee or auditor of the Company and in which judgement is given in his favour (or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his part) or in which he is acquitted or in connection with any application under any ordinance for relief from liability in respect of any such act or omission in which relief is granted to him by the Court.

36. The Company shall have power to purchase and maintain for any officer of the Company, or any person employed by the Company as auditor -

(a) insurance against any liability to the Company, a related company or any other party in respect of any negligence, default, breach of duty or breach of trust (save for fraud) of which he may be guilty in relation to the Company or a related company; and

(b) insurance against any liability incurred by him in defending any proceedings, whether civil or criminal, taken against him for any negligence, default, breach of duty or breach of trust (including fraud) of which he may be guilty in relation to the Company or a related company.

For the purpose of this Article, related company means any company which is the Company's subsidiary or holding company or a subsidiary of the Company's holding company.