友邦香港
香港北角電氣道 183 號
友邦廣場 12 樓

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

Memo

Attn:	All EDD & Honourable Advisors / EDDs / PSDDs / SDDs / DDs / MICs / Agency Leaders / Financial Planners (Hong Kong)	From:	Victor Man
Copy:	Mr. Alger Fung / Ms. Amelie Shen / Ms. Amy Chan / Mr. Louie Ho / All Department Heads / ABDD Executives / CSBD Executives / Contact Centre	Dept:	Corporate Solutions
Date:	05 September 2025	Total pages:	3
Subject:	**(A250926) 全新「積金易」平台行政表格** **New eMPF Platform Administrative Forms**		

我們謹此通知各營業同事，有關**全新適用於「積金易」平台之行政表格現已上載至營業員專頁以供使用**。有關全新之行政表格列表及下載詳情，請參閱下表。

項目	個案	行政表格	下載路徑
1	公司個案	僱主參與協議	營業員專頁 路徑： 登入>MPF>下載>表格>強積金
2		成員登記表格	
3		自僱人士申請表格	
4		直接付款授權	
5		自願性供款申請 / 更改表格 (僱主及 / 或僱員自願性供款適用)	
6		自僱人士自願性供款申請 / 更改表格	
7		成員自願性供款提取表格 (僱主 / 自僱人士 / 個人帳戶成員適用)	
8	個人個案	特別自願性供款帳戶成員申請表：退休樂	營業員專頁 路徑： 登入>MPF>下載>表格>個人業務
9		特別自願性供款提取 / 終止計劃表格：退休樂	
10		個人帳戶成員申請表	
11		可扣稅自願性供款計劃成員申請表	
12		更改供款表格 (特別自願性供款：退休樂 / 可扣稅自願性供款適用)	

協助新僱主 / 新僱員 / 新個人登記 AIA 強積金計劃方法		
	方法	**摘要**
新僱主 / 新個人	**MPF iPoS《全新功能》**	**- 只需根據指定步驟完成即可確保佣金發放**
	「積金易」登記表格	- 需額外提交《友邦強積金客戶聲明及同意書》 （**查閱文件**路徑：營業員專業>MPF>下載>表格）
	現有 AIA 紙本登記表格	- 只於 2025 年 11 月 2 日或之前適用 - 需額外提交友邦強積金優選計劃僱主申請表格(補充文件) （**查閱文件** / **填表指南**路徑：營業員專業>MPF>下載>表格）
新僱員	**「積金易」登記表格**	**- 此表格已符合「積金易」平台要求**
	現有 AIA 紙本登記表格	- 需於現有 AIA 紙本登記表格上提交額外資料 1. 國籍 2. 工資組別編號（適用於有多於一個工資組別之公司僱員）

如有任何查詢，歡迎與負責 貴區之營業拓展部同事聯絡或致電 AIA 企業業務熱線 2100 1828。

「AIA」、「友邦」或「友邦香港」是指友邦保險（國際）有限公司（於百慕達註冊成立之有限公司）。
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We are pleased to inform you that related **new administrative forms for the eMPF Platform have been uploaded to Agency Corner for use**. For the list of these new administrative forms and download details, please refer to the table below.

Item	Business	Administrative Form	Download Path
1	Corporate Business	Employer Participation Agreement	Agency Corner Path: Login>MPF> Download>Form >MPF
2		Member Enrolment Form	
3		Self-employed Person Application Form	
4		Direct Debit Authorization	
5		Voluntary Contributions Application / Change Form (For Employer and / or Employee Voluntary Contributions)	
6		Self-Employed Person Voluntary Contributions Application / Change Form	
7		Member Voluntary Contributions Withdrawal Form (For Employer / Self-employed Person / Personal Account Member)	
8	Retail Business	Special Voluntary Contributions ("SVC") Account Member Application Form: Happy Retirement Savings Program	Agency Corner Path: Login>MPF> Download>Form >Retail Business
9		Special Voluntary Contributions ("SVC") Withdrawal / Scheme Termination Form: Happy Retirement Savings Program	
10		Personal Account Member Application Form	
11		Tax Deductible Voluntary Contributions ("TVC") Account Member Application Form	
12		Contribution Change Form (For Special Voluntary Contributions Account "SVC": Happy Retirement Savings Program / Tax Deductible Voluntary Contributions Account "TVC")	

Methods of Assisting New Employers / New Employees / New Retail Members Enrolment for AIA MPF		
	Method	**Summary**
New Employers / New Retail Members	**MPF iPoS 《New Function》**	**- Only specified steps need to be completed to ensure commission disbursement**
	eMPF Application Form	- "MPF Customer Declaration and Consent Form" must be additional submitted (**Document** Path: eAC>MPF>Download>Form)
	Existing AIA Paper Application Form	- Only applicable until 02 November 2025 - "AIA MPF – Prime Value Choice Employer Application Form (Supplementary Document)" must be additionally submitted (**Document** / **Form Filling Guide** Path: eAC>MPF>Download>Form)
New Employees	**eMPF Application Form**	**- This form meets the requirements of the eMPF platform**
	Existing AIA Paper Application Form	- Additional information must be provided on the existing AIA paper application form: 1. Nationality 2. Payroll Group ID (Applicable to company employee with more than one Payroll Group ID)

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[AIA – INTERNAL]

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If you have any enquiries, please contact your designated sales representatives or call AIA Corporate Solutions Hotline at 2100 1828.

We wish you every success!

Yours faithfully,



Victor Man
Head of CS Business Development
Agency Distribution, Corporate Solutions

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