

永明彩虹強積金計劃 - 成員資料更改表格
SUN LIFE RAINBOW MPF SCHEME -
MEMBER INFORMATION CHANGE FORM



重要事項 Important Notes:

1. 本表格所列之更改將取代所有之前已遞交永明信託有限公司(「受託人」)的資料 / 表格。如本表格沒有更新，現有資料維持不變。The changes filled in this form will supersede any previous information/form(s) which has/have been submitted to Sun Life Trustee Company Limited (the "Trustee"). Information will remain unchanged if no update in this form.
2. 如屬自僱人士，請填寫「自僱人士資料更改表格」。For Self-employed Person, please complete the "Self-employed Person Information Change Form".
3. 本表格內更改的資料，將根據閣下所提供的香港身份證 / 護照號碼更新至閣下於永明彩虹強積金計劃內所有強積金帳戶。The information updated in this form will be applied to all your MPF accounts under Sun Life Rainbow MPF Scheme according to the HKID / Passport Number provided.
4. 你必須在改變後的 30 天內通知受託人有關的改變並提供適當地更新的自我證明。You must notify the Trustee within 30 days if there is any change in circumstances that makes any of the information provided in the self-certification incorrect or incomplete and provide a suitably updated self-certification form.
5. 請用正楷填寫本表格，並在適當空格內加(✓)號。Please complete this form in BLOCK LETTERS and tick the appropriate boxes.
6. 如須作出任何刪改，請於刪改之位置旁簽署，而該簽署必須與第四部份之成員簽署相同。Please countersign next to any corrections you make on this form with the same member signature as shown in Section IV.



立即掃描，網上更新資料，更快更方便！
Scan now to update information online - faster, easier!

第一部分 SECTION I 個人資料 PERSONAL DETAILS

成員姓名 Name of Member
(須與香港身份證 / 護照上的相同 Must be same as HKID / Passport)

英文 English _____
(姓 Surname) _____ (名 Given Name) _____

中文 Chinese _____
(姓 Surname) _____ (名 Given Name) _____

身份證明文件類別^{備註 1} Identity Document Type^{Note 1} 香港身份證 HKID 護照 Passport 身份證明文件號碼 Identity Document No. _____

(護照僅供沒有香港身份證的成員填寫 Passport is applicable ONLY for member without HKID Card)

第二部分 SECTION II 更新個人記錄 (只需填上適用部分)
UPDATE PERSONAL RECORD (Only Complete Relevant Part(s))

請在適當方格加上剔號 (✓)。Please check (✓) the appropriate box(es).

更改聯絡資料
Change of Contact Information

新住址^{備註 1} (郵政信箱恕不受理) New Residential Address^{Note 1} (P.O. Box will **NOT** be accepted)

只需提供中文或英文地址：Please provide either Chinese OR English address below:

室 Flat / Room _____ 樓 Floor _____ 座 Block _____

大廈 / 屋邨 Building / Estate _____

門牌號碼及街道名稱 Number and name of Street _____ 地區 / 城市 District Area / City _____

- 香港 Hong Kong 九龍 Kowloon 新界 New Territories 離島 Outlying Islands
- 中國 (深圳) China (Shenzhen) 中國 (其他) China (others) 國家 Country _____

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

新通訊地址 (如與上述新住址不同，才需填寫) New Correspondence Address (Only if different from the New Residential Address above)

我們會自動以上述提供的住址一併更新您的通訊地址記錄，如通訊地址與新住址不同，請於下方提供。We will automatically update your correspondence address record with the residential address provided above. If your correspondence address is different from your new residential address, please provide it below.

只需提供中文或英文地址：Please provide either Chinese OR English address below:

室 Flat / Room _____ 樓 Floor _____ 座 Block _____

大廈 / 屋邨 Building / Estate _____

門牌號碼及街道名稱 Number and name of Street _____ 地區 / 城市 District Area / City _____

- 香港 Hong Kong 九龍 Kowloon 新界 New Territories 離島 Outlying Islands
- 中國 (深圳) China (Shenzhen) 中國 (其他) China (others) 國家 Country _____

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

備註 Notes:

1. 如新住址適用於特選私人帳戶，請附上住址證明副本連同此表格一併遞交。可接納為住址證明的文件是由水 / 電 / 煤 / 中央石油氣供應商、銀行、政府部門等在申請日前三個月內發出的文件、收費單或通知書。If the new residential address is applicable to Special Private Account, please attach a copy of address proof and submit with this form. Valid address proof is document, bill or correspondence issued within the last three month from the submission date by utility companies, banks, government department etc.



帳戶文件要求
Request of Account Document

最近期的成員權益報告
The latest Member Benefit Statement

由 [] / [] / [] (月月/年年)至 [] / [] / [] (月月/年年) 的供款報告
From [] / [] / [] (MM/YY) to [] / [] / [] (MM/YY) Contribution Statement

強積金帳戶結餘摘要
MPF Account Balance Summary

其他 (請列明) :
Others (Please specify) :

其他更改 (請列明)
Other Changes (Please specify)

備註 Notes:

2. 若需要更改登記於計劃內的姓名，你需要附上結婚證書及新身份證之副本或附上改名契及新身份證之副本。閣下的現有成員簽署式樣(後頁)須與行政管理人記錄相符。以上之新簽署式樣方可生效。 For change of name to be registered in our records you must attach a copy of the Marriage Certificate and your new Hong Kong Identity Card or a copy of the Deed Poll and your new Hong Kong Identity Card. The above New Signature Specimen will be effective provided that your existing signature specimen (next page) is consistent with the Administrator's record.

第三部分 SECTION III 個人資料收集聲明 (2018-03 版本)
PERSONAL INFORMATION COLLECTION STATEMENT (Version 2018-03)

申請人 / 成員明白及同意永明信託有限公司(「受託人」)可以將其所收集的任何個人資料(不論由此申請表所收集或由其他途徑取得)作以下用途:(i)處理成員的此項申請及任何其他申請；(ii)為申請人 / 成員參與本計劃；(iii)管理成員於本計劃的供款和累算權益的事宜；(iv)進行客戶調查；(v)為客戶研究及設計金融、保險或退休金產品；(vi)為申請人 / 成員甄選及參與獎賞、忠實或特選客戶計劃；(vii)因上述目的與成員聯絡；(viii)與上述目的直接有關的任何其他目的；及(ix)為遵守適用的法例、法規或法庭命令。

受託人亦可使用申請人 / 成員的聯絡資料、基本個人資料投資選擇及累算權益、就本計劃的產品的推廣資訊，以包括電話、郵件、電郵、電話短訊或任何電子信息等方法聯絡申請人 / 成員。除非得到申請人 / 成員同意(包括表示不反對)，否則受託人不可使用申請人 / 成員資料為該用途。若申請人 / 成員不同意接受此等推廣資訊，可於表格的適當位置填上別號。

受託人可為以上目的披露申請人 / 成員的個人資料予(a)為協助受託人就上述用途(不論在香港或其他地方)而提供服務的第三方，包括計劃管理人(條件是有關承辦商須把所有個人資料保密並只會為提供有關服務而使用個人資料)；(b)申請人 / 成員的銀行作繳款用途；(c)申請人 / 成員的保險經紀(如有)；(d)申請人 / 成員的強積金中介人；(e)受託人的關連公司(根據公司條例訂明)包括保險公司及金融服務機構；(f)受託人及其關連公司(不論在香港與否)為遵守監管當局或其他機構發出之指引或就其法例、法規或法庭頒令所約束或規定之責任而需向其作出披露的任何人士；(g)有關僱主；及(h)按法例要求或准許的其他人士。

受託人可就法例准許或於獲得申請人 / 成員的同意後披露或將申請人 / 成員的個人資料作其他用途。

申請人 / 成員明白申請人 / 成員所提供之個人資料均屬自願，然而倘若未能提供所需個人資料，可導致受託人無法處理申請人 / 成員的申請。申請人 / 成員有權查閱及要求更正受託人持有有關成員的個人資料，有關要求可以書面形式郵寄至香港九龍紅磡德輔道中 18 號海濱廣場一座 10 樓卓譽金融服務有限公司退休金管理部經理。受託人可就處理任何該等要求收取合理費用。

本人不同意根據個人資料收集聲明提供、使用及 / 或轉移本人的個人資料作直接促銷目的。

Applicant/Member(s) understand(s) and consent(s) that, any personal data collected by Sun Life Trustee Company Limited ("Trustee") (whether collected in this application form or otherwise) may be used by the Trustee for the following purposes: (i) processing this application and any other applications applicant/member(s) make(s); (ii) enrolling applicant/member(s) in the Scheme; (iii) administering and managing applicant/member(s)' contributions and accrued benefits under the Scheme; (iv) conducting customer surveys; (v) researching and designing financial, insurance or pensions products for customer use; (vi) selecting and participating in reward, loyalty or privileges program and related service for applicant/member(s); (vii) contacting applicant/member(s) for the above purposes; (viii) purposes which are directly related to the above purposes; and (ix) complying with applicable laws, regulation or court order.

The Trustee may also use applicant/member(s)' contact details, demographic information, investment choices and accrued benefits to contact applicant/member(s) with marketing information regarding the Scheme, including by phone calls, mail, email, SMS or any type of electronic message. The Trustee may not so use applicant/member(s)' data unless the Trustee have received applicant/member(s)' consent (which includes an indication of no objection). Tick the box in appropriate area in the form if member(s) do(es) not consent to receive such marketing information.

The Trustee may disclose member(s)' personal data for the above purposes: (a) to third parties who provide services in Hong Kong or elsewhere which assist the Trustee to carry out the above purposes, including scheme administrator (provided that such contractors are required to keep all such personal data confidential and may only use the personal data to provide those services); (b) to applicant/member(s)' bank for payment purposes; (c) to applicant/member(s)' insurance broker (if any); (d) to applicant/member(s)' MPF intermediaries; (e) to the Trustee's related companies (as defined in the Companies Ordinance) including insurance companies and financial services companies; (f) to any person to whom the Trustee or its related companies (inside or outside Hong Kong) is under an obligation to make disclosure under the requirements of any law, regulation or court order binding on or applying to or to which the Trustee or its related companies (inside or outside Hong Kong) is subject to, or under and for the purposes of any guidelines issued by regulatory or other authorities with which the Trustee or its related companies (inside or outside Hong Kong) is expected to comply; (g) relevant employer(s) and (h) as otherwise required or permitted by law.

The Trustee may also use and disclose member(s)' personal data in other ways with applicant/member(s)' consent or as otherwise required or permitted by law.

Applicant/Member(s) understand(s) that the information applicant/member(s) gave is voluntary, but failure to provide the requested personal data may mean the Trustee is unable to process applicant/member(s)' application. Applicant/Member(s) has/have the right to seek access to and request correction of any personal data the Trustee holds by sending a written request to The Manager, Pensions Administration Department, BestServe Financial Limited, 10/F, One HarbourFront, 18 Tak Fung Street, Hung Hom, Hong Kong. The Trustee may charge a reasonable fee for the processing of any such requests.

I do not agree to the provision, use and/or transfer of my personal data for direct marketing purposes in accordance with the Personal Information Collection Statement.

第四部分 SECTION IV 聲明 DECLARATION

本人 (作為自僱人士身份) · 謹此確定以上細則 / 或附上之資料 (如有) 皆為真實正確。

I, the Self-employed Person, hereby confirm that the above details and the attached information (if any) are true and correct.

本人現予同意受託人不論有否得到本人的書面確認 · 本人均就受託人因接受以傳真或電郵方式所遞交的指示並根據該等指示處理有關事宜 · 而直接或間接導致受託人所遭受或承受的任何損失、損害、索賠、要求、訴訟、成本、費用及開支承擔責任。本人亦承認受託人有權決定哪些表格或其他指示可以或不可以接受以傳真或電郵方式遞交。

I hereby give my consent to be liable to the Trustee against all losses and damages, claims, demands, proceedings, costs, charges and expense which may be brought against the Trustee or suffered or incurred by the Trustee arising either directly out of or in connection with the Trustee accepting instructions by way of facsimile or e-mail and acting accordingly, whether or not the same are confirmed by me in writing. I acknowledge that the Trustee has the right to determine which forms or other instructions which may or may not be accepted by facsimile or e-mail.

成員簽署^{備註 3} Signature of Member^{Note3}

請簽署 Please sign here X

日期 / / 日/月/年
Date DD/MM/YYYY

備註 Notes:

3. 成員簽署必須與之前遞交予本計劃行政管理人的式樣相同。如成員簽署與記錄不符 · 我們將邀請閣下到客戶服務中心作身份核實。中心職員將要求閣下出示香港身份證(或護照)以核實閣下身份。如閣下已忘記簽署式樣 · 請攜同此表格及香港身份證(或護照)親臨我們的客戶服務中心作身份核實。

Signature of member must be same as the previous specimen submitted to the Administrator of the Scheme. If your signature does not match with our record, you will be invited to our Client Service Centre for identity verification. Our staff will request you to present your HKID card (or passport) to verify your identity. If you forget your signature specimen, please bring along this form **and** your HKID card (or passport) **in person** to our Client Service Centre for identity verification.

請將填妥表格以以下方式提交：

郵寄地址：永明彩虹強積金計劃行政管理人 — 卓譽金融服務有限公司
香港九龍紅磡德豐街 18 號海濱廣場一座 10 樓

電郵地址：slmpf.ops@bestserve.com

傳真：3183 1889

電話：3183 1888 網址：www.sunlife.com.hk

Please submit the completed form by:

Post: Sun Life Rainbow MPF Scheme, The Administrator, BestServe Financial Limited
10/F, One Harbourfront, 18 Tak Fung Street, Hung Hom, Kowloon, Hong Kong

Email: slmpf.ops@bestserve.com

Fax: 3183 1889

Tel: 3183 1888 Website: www.sunlife.com.hk