

To 致: Bank Consortium Trust Co. Ltd. 銀聯信託有限公司
c/o orientiert XYZ Securities Limited (formerly known as AMTD Global Markets Limited)

FORM: IU (ER)-TCM

orientiert XYZ Securities Limited (前稱尚乘環球市場有限公司)
Room 3301, Tower One, Lippo Centre, No.89 Queensway, Hong Kong 香港金鐘道89號力寶中心1座33樓3301室
Fax 傳真: (852) 2172 0999 AMTD MPF Hotline AMTD 強積金熱線: (852) 2172 0909 Website 網址: www.orientiertgroup.com

AMTD MPF Scheme – Information Update Form (For Participating Employer)

AMTD 強積金計劃 – 資料更新表格 (參與僱主適用)

Note 注意

- Please mark “✓” in the appropriate box. 請於適用的方格內填上“✓”號。
- Please countersign any alterations made in this form. 如須作出任何刪改, 請於刪改之位置旁簽署。

Part I. Employer Details 第I部份 僱主資料		
Name of Plan 計劃名稱	AMTD MPF Scheme AMTD 強積金計劃	Participating Plan No. 參與計劃編號
Name of Company 公司名稱	English	
	中文	
Contact Details 聯絡資料	Contact Person (Mr / Ms / Mrs*) 聯絡人 (先生 / 女士 / 太太*)	Telephone No. 電話號碼

Part II. Information Update 第II部份 資料更新

A. General Information 一般資料					
Description 描述	Updated Information 最新資料				
<input type="checkbox"/> Change of Company Name / Registered Address 更改公司名稱 / 商業登記地址 ("In-care-of" address and P.O. Box address will not be accepted. All correspondence will be sent to this address. 「轉交」地址及郵政信箱恕不接受, 所有通訊將寄往此地址。)	Note: Please notify Bank Consortium Trust Company Limited ("BCTC") c/o orientiert XYZ Securities Limited (formerly known as AMTD Global Markets Limited) ("AMTD") of the change within 30 days. Please attach a copy of the new Business Registration Certificate and Certificate of Incorporation on Change of Name. This change does not apply to any change in legal entity and Business Registration No. 注意: 請於有關更改後之30天內通知銀聯信託有限公司(「銀聯信託」) c/o orientiert XYZ Securities Limited (前稱尚乘環球市場有限公司) (「尚乘」)。請將新商業登記證及公司更改名稱註冊證書之副本連同此表格一併交回。此更改不包括法律實體及商業登記證編號之更改。				
	<input type="checkbox"/> Change of Correspondence Address 更改通訊地址	Flat / Room 室 _____ Floor 樓 _____ Block 座 _____ Building / Estate Name 大廈 / 屋苑名稱 _____ Street / Road 街道 _____ District 地區 _____ <input type="checkbox"/> Hong Kong 香港 <input type="checkbox"/> Overseas (Country and City) 海外 (國家及城市) ▽ <input type="checkbox"/> Kowloon 九龍 <input type="checkbox"/> China 中國 _____ (City 城市) <input type="checkbox"/> New Territories 新界 <input type="checkbox"/> Others 其他 (Please specify 請說明) _____ (Country 國家) _____ (City 城市) <small>▽For overseas address 適用於海外地址</small>			
<input type="checkbox"/> Change of Contact Details 更改聯絡資料	Name of Contact Person (Mr / Ms / Mrs*) 聯絡人姓名 (先生 / 女士 / 太太*) _____				
	Telephone No. 電話號碼	Country Code 國家號碼	Area Code 地區號碼	Phone No. 電話號碼	Ext. 內線
	Business 辦公室	_____	_____	_____ - _____	
	Other Contact No. 其他聯絡號碼	_____	_____	_____ - _____	
	E-mail Address 電郵地址		Fax No. 傳真號碼		
Note: The information provided here will supersede all the contact details previously provided to BCTC c/o orientiert XYZ Securities Limited. Please complete all the items to effect the change. 注意: 在此欄填寫之資料將取代曾提供予銀聯信託 c/o orientiert XYZ Securities Limited 之聯絡資料。要作出更改, 請填寫所有項目。					
<input type="checkbox"/> Other Changes of Employer Particulars 其他僱主資料更改					

Important Note 重要提示:

If your information update, such as change of address or telephone number, causes the country / countries and/or jurisdiction(s) of tax residency previously identified being incorrect or incomplete, please provide a suitably updated self-certification within 30 days of such change in circumstances.
 若您的資料更新 (如地址或電話號碼) 導致之前確定的國家及 / 或司法管轄區的稅務居民身份資料不正確或不完整, 您必須在改變後的30天內提供最新的自我證明。

* Delete as appropriate 請刪去不適用者



Part II. Information Update 第II部份 資料更新 (Continued 續)**B. Administration Preference 行政指示**

Effective Date : _____ / _____ / _____
 生效日期 : _____ 日 / _____ 月 / _____ 年

Note : To effect the change, BCTC c/o orientiert XYZ Securities Limited must receive the completed form at least one month before the effective date. The effective date should be the first day of the contribution period.

注意：要作出更改，填妥之表格必須於生效日期前最少一個月前遞交至銀聯信託c/o orientiert XYZ Securities Limited。生效日期須為供款期之第一日。

1. Payroll Details 糧期資料：

Does the change in Payroll Cycle mentioned below apply to all members or not? Yes No (Please provide detailed information.)
 以下出糧周期的更改是否適用於所有成員？ 是 否（請提供詳細資料。）

Payroll Cycle 出糧周期	Payroll Period End Date 糧期的最後一天	
<input type="checkbox"/> Monthly 每月	<input type="checkbox"/> Month-end 每月最後一天	<input type="checkbox"/> Others : Please specify 其他 : 請註明 _____
<input type="checkbox"/> Semi-monthly 每半月	<input type="checkbox"/> 15 th of the month and month-end 每月15日及最後一天	<input type="checkbox"/> Others : Please specify 其他 : 請註明 _____
<input type="checkbox"/> Weekly 每星期	Day of the week 星期 _____	
<input type="checkbox"/> Others 其他	Please specify 請註明 _____	

2. Payment Method 付款方法：

By Cash Deposit; Cheque Deposit; or Transfer via Designated Banks By Direct Debit Authorisation service
 直接付款授權服務
 (Please complete the "Direct Debit Authorisation Form – Employer")
 (請填寫「僱主直接付款授權書」)

3. Remittance Statement Arrangement 付款結算書安排: (Please choose 1 item from below 請選擇下列其中一項)

Prepared by Employer 由僱主自備 Prepared by Bank Consortium Trust Company Limited ("BCTC") via Autobill# 由銀聯信託有限公司(「銀聯信託」)製備之自動帳單# Others, please specify: 其他, 請指示: _____

For monthly payroll cycle and with month-end as payroll period end date only 只適用於以曆月為出糧周期及以每月月底為糧期的最後一天

Part III. Personal Information Collection Statement 第III部份 收集個人資料聲明

The personal data provided by or in respect of Members and Participating Employers of the AMTD MPF Scheme (the "Scheme") (concerning application records and operational records and / or their dealing / transaction details records) will only be accessed and handled by properly authorised staff of Bank Consortium Trust Company Limited ("BCTC", the trustee of the Scheme), the sponsor of the Scheme (currently orientiert XYZ Securities Limited (formerly known as AMTD Global Markets Limited)("AMTD")) and their properly authorised service providers, employees, officers, directors and agents, and auditors of the Scheme, and may be used, disclosed and / or transferred (whether in or outside Hong Kong) to such persons as BCTC or any of its service providers may consider necessary, including governmental authorities and regulators, for any of the following purposes: (i) exercising or performing the functions conferred or imposed by or under or for the purposes of the Mandatory Provident Fund Schemes Ordinance ("Ordinance"); (ii) providing services in respect of Mandatory Provident Fund and the Scheme including the processing, administering, managing, and analysing of their, as the case may be, contributions, accrued benefits and portfolios and direct marketing of Mandatory Provident Fund services; (iii) improving the provision of Mandatory Provident Fund services by BCTC to customers generally (including the facilitation of the provision of Mandatory Provident Fund services to enable the customers of BCTC generally to access Mandatory Provident Fund (or other) account details, for example, through the internet or other means; (iv) compliance with applicable laws and regulations, and court order and / or (v) any other purposes for the exercise or performance of the above mentioned functions. If there is any change in the information provided, BCTC should be notified as soon as practicable. Failure to provide the information requested may result in BCTC being unable to process the instructions. All such information may be retained after Members and Participating Employers ceased to participate in the Scheme.

Members and Participating Employers have a right, without any charge, to request access to and correction of any personal data or to request that personal data about them not be used for direct marketing purposes. Requests can be made in writing to the Data Protection Officer at BCTC, 18/F Cosco Tower, 183 Queen's Road Central, Hong Kong. Under the Personal Data (Privacy) Ordinance, Members and Participating Employers have the right to obtain a copy of information held about Members and Participating Employers and for which the Members and Participating Employers may be charged a fee.

由AMTD 強積金計劃(「本計劃」)的成員及參與僱主所提供或相關之個人資料(有關申請及運作記錄)及/或他們的買賣/交易細節記錄僅供銀聯信託有限公司(「銀聯信託」, 本計劃之受託人)、本計劃之保薦人(現為 orientiert XYZ Securities Limited(前稱尚乘環球市場有限公司)「尚乘」)及它們正式授權之服務供應商、僱員、主任、董事及代理及本計劃之核數師使用及處理, 及在銀聯信託或其任何服務供應商認為有需要時, 或會被使用、披露及/或轉移(在香港境內或境外)予個人人士, 包括政府機關及監管機構作以下任何之目的: (一)行使或執行強制性公積金計劃條例(「條例」)下所授予或施加之職能或根據該條例的目的而行使或執行職能; (二)提供強制性公積金及本計劃的服務包括處理、掌管、管理及分析供款、累算權益及投資組合, 視乎情況而定, 及直銷強制性公積金服務; (三)改善銀聯信託提供予客戶一般之強制性公積金服務(包括協助提供強制性公積金服務以令銀聯信託之客戶可經例如互聯網或其他途徑處理強制性公積金(或其他)戶口資料); (四)遵守適用之法律及規例及法院命令及/或(五)任何以行使或執行上述職能作目的之用途。如所提供資料有所變更, 應在可行的情況下儘快通知銀聯信託。未能提供所需資料可能導致銀聯信託不能處理有關指示。於成員及參與僱主停止參與本計劃後, 受託人仍可保留上述所有資料。

成員及參與僱主, 在不設任何收費下, 有權要求查閱或更改任何個人資料或要求個人資料不被用作直銷之用。可以書面聯絡銀聯信託之資料保護主任, 香港皇后大道中183號中遠大廈18樓。根據個人資料(私隱)條例, 成員及參與僱主有權在支付費用的情況下, 索取一份有關成員及參與僱主的資料副本。

Part IV. Authorisation, Declaration and Consent 第IV部份 授權、聲明及同意

By signing this document:

- (1) I / We agree to authorise BCTC and orientiert XYZ Securities Limited to accept without any further verification, and agree to be responsible for, all information and instructions that BCTC and orientiert XYZ Securities Limited receives via the orientiert XYZ Securities Limited website, when accompanied by the Employer's Participating Plan No. and PIN.
- (2) I / We further agree to comply with the obligations imposed on us as an employer under the Occupational Retirement Schemes Ordinance (Cap. 426) and Mandatory Provident Fund Schemes Ordinance (Cap. 485) and their related regulations, if applicable. I / We understand that the Participating Plan does not enable any person, without any consent of the Participating Plan's member concerned and any approval of the Mandatory Provident Fund Schemes Authority, to alter to the member's detriment either his accrued rights or his vested benefits under the Participating Plan. I / We also understand that such alteration can only take effect after obtaining the approval of the Mandatory Provident Fund Schemes Authority. I / We further undertake that whenever this circumstance occurs, I / we shall notify BCTC and orientiert XYZ Securities Limited as soon as reasonably practicable for the Mandatory Provident Fund Schemes Authority's approval.
- (3) I / We understand and agree to the terms of the Personal Information Collection Statement as set out in this form.
- (4) I / We declare that to the best of my / our knowledge and belief, the information given in this form and / or its attachment(s), if any, is correct and complete.
- (5) I / We expressly consent to the use of my / our personal data (provided herein or in connection with the service provided hereunder) for the purpose of direct marketing of Mandatory Provident Fund Services (and ancillary MPF products) by orientiert XYZ Securities Limited (or its employees or agents); but I / we understand that orientiert XYZ Securities Limited cannot make such use of my / our personal data without my / our consent and will cease upon my / our written or verbal request. I / We further understand that if I / we do not wish to consent to my / our personal data being used for the said direct marketing purpose, I / we should indicate that no consent is given, by ticking this box.

經簽署本文件：

- (1) 本人 / 吾等同意授權銀聯信託及 orientiert XYZ Securities Limited 受所有以僱主參與計劃編號和私人密碼及經 orientiert XYZ Securities Limited 網頁遞交的資料和指示，而毋須另行核實；並對該等資料承擔責任。
- (2) 本人 / 吾等並同意遵守《職業退休計劃條例》(第426章)及《強制性公積金計劃條例》(第485章)及其有關規例中作為僱主之責任之規定，如適用。本人 / 吾等明白該參與計劃的條款不會令任何人能夠未經該參與計劃的有關成員同意及任何在未經強制性公積金計劃管理局的批准下、以對該成員不利的方式更改該成員在該參與計劃下的累算權益或既有利益。本人 / 吾等並明白有關更改必須經強制性公積金計劃管理局的批准後才能生效。如有上述情況，本人 / 吾等並承諾會儘快通知銀聯信託及 orientiert XYZ Securities Limited，以便向強制性公積金計劃管理局申請批核。
- (3) 本人 / 吾等明白及同意於此表格之收集個人資料聲明條款。
- (4) 本人 / 吾等聲明，盡本人 / 吾等所知及所信，本表格及隨附文件（如有）所提供的資料均屬正確無訛且並無缺漏。
- (5) 本人 / 吾等即明確表示同意 orientiert XYZ Securities Limited（及其僱員或代理）使用本人 / 吾等的個人資料（於此文件提供的或就根據此文件而提供的服務所提供的）作直銷強制性公積金服務（及有關強積金的產品）的目的，但本人 / 吾等明白倘本人 / 吾等不同意 orientiert XYZ Securities Limited不能如此使用本人 / 吾等的個人資料及倘接獲本人 / 吾等之書面或口頭要求，該使用將停止。本人 / 吾等亦明白如本人 / 吾等不欲將本人 / 吾等的個人資料用作上述直銷用途，本人 / 吾等應在此方格內加上“✓”號，以表示不同意。



 Authorised Signature(s) with Company Stamp (if applicable)
 有效簽署及公司印章（如適用）

Date (D/M/Y) 日期（日/月/年）

Internal Use Only 內部專用

Date Received:

Input By:

Verified By:

Remarks: