

To: Termination Processing Team
The Hongkong and Shanghai Banking Corporation Limited
PO Box 73770, Kowloon Central Post Office
or place to the MPF drop-in box at designated Hang Seng Bank branches
Hang Seng MPF Employer Direct: 2288 6822
Hang Seng MPF Service Hotline: 2213 2213

Statutory Declaration on reason on cessation of employment and Severance Payment/Long Service Payment

Note:

1. Please complete in CAPITAL and BLOCK LETTERS and tick ✓ the appropriate box(es).
2. The information provided will be used in accordance with the relevant MPF Ordinance and/or its Regulations and the same manner as mentioned in the "Personal Information Collection Statement for Hang Seng Mandatory Provident Fund" ("PICS"). The PICS can be obtained through Hang Seng MPF website hangseng.com/empf or MPF hotline 2288 6822 (Employer) or 2213 2213 (Member). By signing this form, your present choice of receiving direct marketing information will remain unchanged. If you wish to update the use of your personal data for direct marketing purpose as stated in the PICS from the Hang Seng MPF scheme, you may exercise your right by notifying us.

I, _____ [member name], holder of HKID/Passport*# number _____ [identity number], of _____ [address of the member], solemnly and sincerely declare that:

(a) my employment with _____ ('the Employer') was terminated on _____ [dd/mm/yyyy] with termination reason <please select the appropriate reason>;

Resignation/Contract termination/Termination of employment

Redundancy/Lay-off

Summary dismissal

and the vesting of the accrued benefits attributable to Employer Voluntary Contributions/Employer ORSO Transfer (if any) is to be calculated according to this termination reason and the rules of the scheme;

(b) <Please select the appropriate information related to your long service payment or severance payment>

I have not received any long service payment or severance payment from the Employer when my employment ceased on the date I have mentioned above;

I have received long service payment or severance payment from the Employer when my employment ceased on the date I have mentioned above in the amount of HKD _____ on _____ [dd/mm/yyyy].

(c) I undertake to keep HSBC Provident Fund Trustee (Hong Kong) Limited and The Hongkong and Shanghai Banking Corporation Limited (together, 'HSBC') at all times indemnified against all actions, claims, proceedings, loss, damages, costs and expenses which may be brought against HSBC or suffered or incurred by HSBC arising out of any transfer or payment of accrued benefit under my MPF Account to me based on this declaration.

(d) I have read and understood the full details of this form (including the Notes on this form) and agree to abide by the rules stated herein.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Ordinance (Cap. 11).

[Signature of the member]

Declared at _____, Hong Kong this _____ day of _____.

Before me,

Signature and company chop (if applicable) of
the person administering the statutory declaration: _____

Name in block letters: _____

Designation: _____

* Delete whichever is not applicable

The member should give the passport number ONLY when he/she does NOT possess a Hong Kong Identity Card

Warning: Under section 43E of the Ordinance, a person who, in any document given to the Mandatory Provident Fund Schemes Authority or an approved trustee, knowingly or recklessly makes a statement which is false or misleading in a material respect commits an offence and is liable to a maximum penalty of a HK\$100,000 fine and one year's imprisonment on the first conviction and a HK\$200,000 fine and two years' imprisonment on each subsequent conviction. A person who knowingly and wilfully makes a statutory declaration false in a material particular also commits an offence under section 36 of the Crimes Ordinance (Cap. 200) and is liable on conviction to imprisonment for two years and to a fine.