



## 恒生商業 e-Banking 強積金服務修訂/終止表格 Hang Seng Business e-Banking For Mandatory Provident Fund Services Amendment/ Termination Form

致：恒生銀行有限公司 c/o 香港上海滙豐銀行有限公司  
 To: Hang Seng Bank Limited c/o The Hongkong and Shanghai Banking Corporation Limited

日期(日/月/年) Date(DD/MM/YY)
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**注意 Notes**

- 請用英文大楷填寫，並在適當方格加上剔號。  
Please complete in English (BLOCK LETTERS) and tick where appropriate.
- 任何更改/終止服務之要求須於生效日期最少五個工作天前遞交。  
Any amendment/termination request should be submitted at least five working days prior to the date on which such amendment/termination is intended to take effect.
- 填寫此表格時，請細閱恒生商業 e-Banking 之服務章程(列於hangseng.com\bible\_tc)。如於填寫表格時有任何疑問，歡迎致電本行客戶服務員 (852) 2198 8000。請將填妥的表格以郵寄方式交回九龍中央郵政信箱 73770 號香港上海滙豐銀行有限公司。  
When you complete this form, please read Hang Seng Business e-Banking Terms and Conditions (found at hangseng.com\bible\_tc). If you have any problem filling in this form, please contact our Customer Service Representatives on (852) 2198 8000. Please send the completed form to The Hongkong and Shanghai Banking Corporation Limited PO Box 73770 Kowloon Central Post Office.
- 請遞交恒生商業e-Banking強積金服務修訂/終止表格所有頁數。  
Please submit all the pages of Hang Seng Business e-Banking for MPF Services Amendment/Termination Form.
- 此表格只供更改恒生商業e-Banking強積金服務之用。如欲更改全套之恒生商業e-Banking服務(包括強積金服務)，請填寫恒生商業e-Banking服務修訂/終止表格。你可於網址hangseng.com\bibleapplication下載有關表格。  
This form only allows you to amend Hang Seng Business e-Banking for MPF Services. If you wish to amend full Hang Seng Business e-Banking Services (including the MPF Services), please complete Hang Seng Business e-Banking Services Amendment/Termination Form. You can download the form at hangseng.com\bibleapplication.
- 透過恒生商業e-Banking強積金服務遞交付款結算書後，將不會收到書面的付款結算書或強積金供款確認書。  
After the remittance statement has been submitted via Hang Seng Business e-Banking for MPF Services, you will not receive any hard copy of remittance statement or confirmation of MPF contributions.

甲部 Part A — 申請機構 Applicant	
申請機構(英文)名稱 Name of Applicant (in English)	強積金僱主編號 MPF Employer ID

乙部 Part B — 相關機構 Related Companies	
<input type="checkbox"/> 加入 Add	申請機構(英文)名稱 Name of Related Company (in English)
<input type="checkbox"/> 修訂 Amend	
<input type="checkbox"/> 刪除 Delete	強積金僱主編號 MPF Employer ID
<input type="checkbox"/> 加入 Add	申請機構(英文)名稱 Name of Related Company (in English)
<input type="checkbox"/> 修訂 Amend	
<input type="checkbox"/> 刪除 Delete	強積金僱主編號 MPF Employer ID

相關機構授權書  
 Letter of Authority from the related companies

上述相關機構(下稱「本人(等)」)謹此授權、指示、同意並確認執行下列有關事項：  
 Each of the above related companies (below referred as 'I/we', 'me/us' and 'my/our') hereby authorise, instruct, agree and confirm with Hang Seng Bank Limited ('you') as follows:

- 貴行可將本人(等)之上述全部指明戶口(下稱「戶口」)與申請機構之恒生商業e-Banking強積金服務戶口聯繫；  
that you include all my/our account(s) (the 'Account(s)') above specified to Hang Seng Business e-Banking for MPF Services portfolio of the applicant;
- 本人(等)授權申請機構及其主要和一般使用人就恒生商業e-Banking強積金服務現時所提供及日後將會提供之服務運用戶口。有關服務包括已在恒生商業e-Banking使用手冊及恒生商業e-Banking服務章程(下稱「服務章程」)內詳細列明者。就此方面而言，本人(等)謹此確認本人(等)已細閱使用手冊及服務章程之內容(列於 hangseng.com\bible\_tc)，並完全明白及同意恒生商業e-Banking強積金服務現時提供及日後可能提供之服務之覆蓋範圍，包括申請機構、主要使用人及一般使用人就運用戶口之權力和權限；  
that I/we authorise the applicant and its Primary User(s) and Secondary User(s) to operate and maintain the Account(s) in accordance with such services now and as shall be offered under Hang Seng Business e-Banking for MPF Services including those set out in the Hang Seng Business e-Banking User Guide and the Hang Seng Business e-Banking Terms and Conditions (the 'T&Cs') and for that matter, I/we hereby confirm that I/we have read the User Guide and the T&Cs (found at hangseng.com\bible\_tc) and fully understand and agree to the extent of the services currently or may in the future be offered under Hang Seng Business e-Banking for MPF Services including the extent of the power and authority of the applicant, the Primary User(s) and the Secondary User(s) in respect of the operation and maintenance of the Accounts;
- 申請機構的主要及一般使用人將被 HSBC Provident Fund Trustee (Hong Kong) Limited 及/或香港上海滙豐銀行有限公司視為於恒生強積金智選計劃下本人(等)之授權簽署人，但此授權只限於用作處理本人(等)於恒生商業e-Banking強積金服務之戶口；  
that the applicant's Primary User(s) and Secondary User(s) will be deemed by HSBC Provident Fund Trustee (Hong Kong) Limited and/or The Hongkong and Shanghai Banking Corporation Limited to have been authorised for the purposes of the Hang Seng Mandatory Provident Fund - SuperTrust Plus as if they were our authorised signatories thereof but for the purposes only of operating the Accounts under the Hang Seng Business e-Banking for MPF Services;
- 本人(等)同意貴行並無責任就恒生商業e-Banking強積金服務戶口之運用向本人(等)發出任何通知，包括申請機構、主要使用人及一般使用人運用戶口之情況；  
that I/we agree that you are not obliged to give me/us any notice in respect of the operation and maintenance of Hang Seng Business e-Banking for MPF Services portfolio including the operation and maintenance of the Account(s) by the applicant and its Primary User(s) and Secondary User(s);
- 本人(等)同意受服務章程之約束，而該等服務章程則將適用於本人(等)如同本人(等)為服務章程所指之「客戶」；  
that I/we agree to be bound by the T&Cs and that the same shall apply to me/us as if I/we was/were named in that T&Cs as 'the Customer';
- 本人(等)同意若本人(等)為某企業之合夥人，在本人(等)未有發出終止此授權書之前，本授權書將繼續維持全面有效，即使合夥人企業之名稱有任何更改，或有新合夥人加入，或任何合夥人因逝世或其他原因不再為合夥企業之成員；  
that I/we agree that in the case of my/our being a partnership, this Letter of Authority will continue in full force and effect in the absence of any notice of termination being given to you notwithstanding any change of name of the partnership, admission of new partner(s) or any partner ceasing to be member of the partnership by reason of death or otherwise;
- 本人(等)證明此表格所提供之有關本人(等)之資料乃屬正確及詳盡，並授權貴行向任何有關方面核證該等資料。  
that I/we confirm that the information relating to me/us given in this form is correct and complete, and authorise you to confirm this from any source you may choose.

強積金僱主編號  
MPF Employer ID

**乙部 Part B — 相關機構(續) Related Companies (Cont.)**

**授權簽署的相關機構(1)代表人 Signed for and on behalf of the related company (1)**

全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
公司印章 Company Chop	

**授權簽署的相關機構(2)代表人 Signed for and on behalf of the related company (2)**

全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
公司印章 Company Chop	

註 Note :

1. 如設定兩位主要使用人，兩位強積金授權簽署人均須簽署此表格。If two Primary Users are assigned, two MPF authorised signatories must sign this form.

**丙部 Part C — 主要使用人註1 Primary User(s)<sup>Note1</sup>**

**刪除現時之主要使用人註2 Deletion of Existing Primary User(s)<sup>Note2</sup>**

<input type="checkbox"/> 刪除現時之主要使用人(1) Delete Existing Primary User (1)	簡名註3 Short Name <sup>Note3</sup>
<input type="checkbox"/> 刪除現時之主要使用人(2) Delete Existing Primary User (2)	簡名註3 Short Name <sup>Note3</sup>

**加入主要使用人 Addition of Primary User(s)**

第一位主要使用人 Primary User (1)	第二位主要使用人 Primary User (2)
<input type="checkbox"/> 先生 Mr. <input type="checkbox"/> 小姐 Miss <input type="checkbox"/> 太太 Mrs. <input type="checkbox"/> 女士 Ms.	<input type="checkbox"/> 先生 Mr. <input type="checkbox"/> 小姐 Miss <input type="checkbox"/> 太太 Mrs. <input type="checkbox"/> 女士 Ms.
姓氏 Surname	姓氏 Surname
名稱 Given Name	名稱 Given Name
身份證明文件種類及號碼 Identification Document Type and Number	身份證明文件種類及號碼 Identification Document Type and Number
<input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport 簽發國家 Issuing Country _____	<input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport 簽發國家 Issuing Country _____
<input type="checkbox"/> 其他 Others	<input type="checkbox"/> 其他 Others
簡名註3 Short Name <sup>Note3</sup>	簡名註3 Short Name <sup>Note3</sup>
保安編碼器註4 Security Device <sup>Note4</sup> <input type="checkbox"/> 須發出 Required <input type="checkbox"/> 毋須發出 Not Required	保安編碼器註4 Security Device <sup>Note4</sup> <input type="checkbox"/> 須發出 Required <input type="checkbox"/> 毋須發出 Not Required

註 Note :

1. 恒生商業e-Banking強積金服務最多可登記兩位主要使用人，而第二位主要使用人亦必須為貴公司強積金戶口現時之授權簽署人。  
Hang Seng Business e-Banking for MPF Services can have a maximum of two Primary Users. The second Primary User must also be an existing authorised signatory of your company's MPF account.

2. 如使用兩位主要使用人共同設定、更新或刪除一般使用人及/或更改交易限額，請於丙部設定新主要使用人，或你可於丁部更改使用設定為一位主要使用人。  
If two Primary Users jointly to set up, modify or delete Secondary Users and/or change transaction limits is in place, please go to Part C to assign a new Primary User. Alternatively, you may go to Part D to change the management control to one Primary User.

3. 簡名是作為處理交易時確認之用，必須由六個字母組成，不得有任何空格。使用人簡名可以由A至Z及/或0至9的任何組合組成。  
The Short Name is used to identify which user performs a particular transaction. It must be six characters without space. User Short Name can be any combination of A to Z and/or 0 to 9.

4. 如主要使用人已擁有恒生商業e-Banking之保安編碼器，則毋須另行領取保安編碼器。  
The Primary User will not be required to collect another security device if the user has already got a security device from Hang Seng Business e-Banking.

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強積金僱主編號  
MPF Employer ID

**丙部 Part C – 主要使用人(續) Primary User(s) (Cont.)**

**郵寄密碼及/或保安編碼器地址 PIN and/or Security Device Mailing Address**

請注意，密碼及/或保安編碼器將會寄往你於強積金電腦系統所維護的趨時英文通訊地址。如你希望我們將密碼及/或保安編碼器寄往另一地址，請填寫以下部份。<sup>註5</sup> Please note that your PIN and/or security device will be dispatched to the updated English correspondence address maintained in the MPF system. Please complete the following section only if you wish to have the PIN and/or security device sent to a different address.<sup>Note5</sup>

室 Room/Flat	樓 Floor	座 Block
大廈名稱 Name of Building		
屋邨名稱 Name of Estate		
門牌號碼及街道名稱 Number and Name of Street/Road		
國家/地區(適用如香港以外地區) Country/Area (if not in Hong Kong)		
<input type="checkbox"/> 香港 Hong Kong	<input type="checkbox"/> 九龍 Kowloon	<input type="checkbox"/> 新界 New Territories
<input type="checkbox"/> 其他 Others		

註 Note :  
5. 如毋須更改郵寄密碼及/或保安編碼器地址，請繼續丁部。 Please go to Part D if you do not need to change the mailing address of PIN and/or security device.

**丁部 Part D – 服務選項及限額 Service Options and Limits**

**使用設定 Management Control**

- 一位主要使用人設定、更改或刪除一般使用人及/或更改交易限額  
One Primary User to set up, modify or delete Secondary Users and/or change transaction limits
- 兩位主要使用人共同設定、更改或刪除一般使用人及/或更改交易限額<sup>註1</sup>  
Two Primary Users jointly to set up, modify or delete Secondary Users and/or change transaction limits<sup>Note1</sup>

**主要使用人付款結算書交易限額 Primary User's Transaction Limits for Remittance Statement**

請在此註明強積金僱主編號、強積金付款中心編號及每位主要使用人付款結算書交易限額。  
Please specify below the MPF Employer ID(s), MPF Pay Centre ID(s) and transaction limits for Remittance Statement for each Primary User.

加入 Add	更改 Change	刪除 Delete	強積金僱主編號 MPF Employer ID	強積金付款中心編號 MPF Pay Centre ID	主要使用人付款結算最高交易限額(港幣) <sup>註2</sup> Transaction Limits for Remittance Statement of Primary User(s) (HKD) <sup>Note2</sup>	
					簡名 Short Name	簡名 Short Name
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

註 Note :  
1. 如你選擇此項，請確保你已填妥丙部內第二位主要使用人的資料。  
If you choose this, please make sure you have filled in the information of Primary User(2) in Part C.  
2. 如不填寫，預設限額為零。於設定付款結算書交易限額時，請考慮薪金之流動。  
If this is left blank, the default limit will be set at zero. In setting your transaction limits for Remittance Statement, please ensure that you take into account any fluctuations that may arise on your payroll.

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強積金僱主編號  
MPF Employer ID

戊部 Part E – 主要使用人或一般使用人特別指示類別 Special Instruction Type for Primary User(s) or Secondary User(s)

指示類別 Instruction Type	主要使用人或一般使用人 Primary User / Secondary User	
	簡名 Short Name	簡名 Short Name
1. 申請發出恒生商業e-Banking強積金服務兩部分密碼 Request to issue Hang Seng Business e-Banking for MPF Services 2-part PIN		
2. 申請發出保安編碼器 Request to issue a security device		
3. 暫停恒生商業e-Banking強積金服務 Suspend Hang Seng Business e-Banking for MPF Services 生效日期(日/月/年) Effective Date(DD/MM/YY): _____		
4. 恢復恒生商業e-Banking強積金服務註1 Reactivate Hang Seng Business e-Banking for MPF Services <sup>Note1</sup> 生效日期(日/月/年) Effective Date(DD/MM/YY): _____		

註 Note :  
1. 一經重開恒生商業e-Banking強積金服務，於下次供款期開始，你將不會收到書面之付款結算書。  
Please be advised that upon your reactivation of the Hang Seng Business e-Banking for MPF Services, we will not send you the paper Remittance Statements starting from the next contribution period.

己部 Part F – 終止恒生商業e-Banking強積金服務註1 Termination of Hang Seng Business e-Banking for MPF Services<sup>Note1</sup>

生效日期(日/月/年)  
Effective Date(DD/MM/YY): \_\_\_\_\_

註 Note :  
1. 由你終止恒生商業e-Banking強積金服務起，於下次供款期開始，你將會收到書面之付款結算書。  
Please be advised that upon your termination of the Hang Seng Business e-Banking for MPF Services, we will send you the paper Remittance Statements starting from the next contribution period.

庚部 Part G – 聲明 Declaration

1. 本人(等)證實此申請表格資料乃屬真確及詳盡，並授權貴行可向任何方面查證。  
I/We confirm that the information given in this form is correct and complete, and authorise you to confirm this from any source you may choose.

2. 本人(等)已經閱讀及明白恒生商業e-Banking服務章則的內容(列於hangseng.com\bible\_tc)，並同意接受該等服務章則之約束。  
I/We have read and understand the Hang Seng Business e-Banking Terms and Conditions (found at hangseng.com\bible\_tc) and agree to be governed by them.

3. 本人(等)確認並同意任何及所有一般使用人將被 HSBC Provident Fund Trustee (Hong Kong) Limited 及/或香港上海滙豐銀行有限公司(下稱「滙豐銀行」)視為於恒生強積金智選計劃下本人(等)之授權簽署人，但此授權只限於用作處理恒生商業e-Banking強積金服務。本人(等)並授權貴行向HSBC Provident Fund Trustee (Hong Kong) Limited 及/或滙豐銀行透露有關任何及所有一般使用人之資料。  
I/We confirm and agree that any and all Secondary Users will be deemed by HSBC Provident Fund Trustee (Hong Kong) Limited ("Trustee") and/or The Hongkong and Shanghai Banking Corporation Limited ("HSBC Bank") to have been authorised for the purposes of the Hang Seng Mandatory Provident Fund - SuperTrust Plus as if they were our authorised signatories thereof but for the purposes only of operating the Hang Seng Business e-Banking for MPF Services and we hereby authorise you to transfer details of any and all Secondary Users to Trustee and/or HSBC Bank.

授權簽署的申請機構代表人 Signed for and on behalf of the applicant

全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
全名(請用正楷填寫) Full name in BLOCK LETTERS	強積金僱主授權簽署人註1 MPF Authorised Signatory <sup>Note1</sup>
職位 Title	X _____
公司印章 Company Chop	

註 Note :  
1. 如設定兩位主要使用人，兩位強積金授權簽署人均須簽署此表格。 If two Primary Users are assigned, two MPF authorised signatories must sign this form.

銀行專用 For Bank Use

Receiving Br. Code	Authorised signature	CAS
Signature / ID verified		
Checked by		

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