

Notes

1. This form supersedes the relevant terms in any previous form(s) which has/have been submitted to the Administrator.
本表格將取代所有其他之前已遞交行政管理人的表格內的有關條款。
2. All sections below should be completed in English and in BLOCK letters except the Chinese name of the Self-Employed Person.
除了自僱人士的中文名稱外，所有部份須以英文正楷填寫。

**SUN LIFE RAINBOW MPF SCHEME
SELF-EMPLOYED PERSON INFORMATION CHANGE FORM
永明彩虹強積金計劃
自僱人士資料更改表格**

Section I Self-Employed Person Details 第一部份 自僱人士資料

Self-employed Person Name 自僱人士姓名	Employer Number 僱主編號
Telephone No. 電話號碼	HKID/Passport No. 香港身份證/護照號碼

Section II Change Details (Only Complete Relevant Sections)

第二部份 修改細則 (只需填上適用部份)

Please ✓ the appropriate box. 請以✓選擇適當的方格。

Part A. Change of Company Information 更改公司資料

- Add new company information *增加新公司資料* Change existing company information*更改現有公司資料* Remove existing company information* 刪除現有公司資料*

Company Name 公司名稱 _____

Occupation 職業 _____ Business Registration Number 商業登記證號碼 _____

*Note: Please attach copy of the new Business Registration Certificate for the above changes.
注意：請提供新的商業登記之副本以更改以上資料。

Part B. Change of Contact 更改聯絡資料

(Effective Date 生效日期 _____ (dd 日/mm 月/yyyy 年))

New Residential Address 新住址 _____

New Correspondence Address 新通訊地址 _____
(if different from the new residential address) (如與新住址不同)

New Telephone No. Home 住宅 _____ Mobile Phone/ Pager 手提電話/傳呼機 _____ Fax No. 傳真號碼 _____

New Email Address 新電郵地址 _____

Part C. Change of Name or Signature Specimen 更改姓名或簽署式樣

(Effective Date 生效日期 _____ (dd 日/mm 月/yyyy 年))

Name 姓名 (English 英文)
(same in HKID / Passport 與香港身份證 / 護照上的相同)

(Surname 姓) (Given Names 名)

Name 姓名 (Chinese 中文)
(same in HKID / Passport 與香港身份證 / 護照上的相同)

(Surname 姓) (Given Names 名)

Title 稱銜 Mr/Ms/Miss/Others* 先生/女士/小姐/其他*
* Please delete whichever is inappropriate 請刪除不適用者

- 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
 - Attach a copy of the Deed Poll and your new Hong Kong Identity Card

- 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

New Specimen Signature 新簽署式樣

Part D. Change of Participation Date to the Plan 更改參與計劃日期

_____/_____/_____
dd 日 mm 月 yyyy 年



At least 1-month prior notice to the Administrator is required for the following changes.
以下之修改須於**最少一個月**前通知行政管理人。

Part E. Mandatory Contribution Amount 強制性供款款額

- Calculated from the income as shown in the attached tax statement (please attach with your latest statement)
按附隨的稅單所示的收入計算 (請附上閣下最近期的稅單)
- Contribution based on the maximum level of relevant income as required by the legislation (no tax statement is required)
供款根據法例規定之最高有關入息 (不需稅單)
- Others (please specify)
其他 (請列明) : _____

Part F. Change of Contribution Mode 更改供款模式

(Contribution Mode will be applied to Mandatory Contribution and Voluntary Contribution, if applicable)
供款模式將適用於強制性供款及自願性供款(如適用)

(Effective Date 生效日期 _____ (dd 日/mm 月/yyyy 年))

- Monthly 每月 (Contribution period will be from the first day of each calendar month to the last day <"Contribution Due Date"> of each calendar month 供款期將為每一曆月之首日至每一曆月之最後日<"供款到期日">)
- Annually 每年 (Contribution period will be from the 1st January to 31st December <"Contribution Due Date"> of each year 供款期將為每一年 1 月 1 日至 12 月 31 日<"供款到期日">)

Part G. Change of Voluntary Contribution Details 更改自願性供款詳情

- Change the Commencement Date of Voluntary Contribution 更改自願性供款開始日期 _____ / _____ / _____
dd 日 mm 月 yyyy 年

I would like to make the following arrangement for my voluntary contributions with effect from the following Effective Date
由以下生效日期開始，自願性供款將按照以下安排

(Effective Date 生效日期 _____ (dd 日/mm 月/yyyy 年))

- (i) Commence regular Voluntary Contribution 自願性供款額
 - Fixed amount for each contribution period 每一供款期之固定金額 HK\$ 港元 _____ OR 或
 - Percentage of MPF Relevant Income 以強制性供款有關入息之百分比 _____ %
- (ii) Change regular Voluntary Contribution 更改自願性供款額
 - Fixed amount for each contribution period 每一供款期之固定金額 HK\$ 港元 _____ OR 或
 - Percentage of MPF Relevant Income 以強制性供款有關入息之百分比 _____ %
- (iii) Make lump sum voluntary contribution of 一筆過自願性供款額 HK\$ 港元 _____
- (iv) Cease Voluntary Contribution 終止自願性供款

Notes: Please submit Switching / Change of Investment Mandate Form if you have selected above option (i),(ii) or (iii). Otherwise,

- (i) if no Investment Allocation for Voluntary Contributions has been made by you, the Trustee shall invest those voluntary contributions in Sun Life MPF First State Stable Income Fund; or
- (ii) if Investment Allocation for Voluntary Contributions has been made by you previously, the Trustee shall invest those voluntary contributions according to the latest Investment Allocation for Voluntary Contributions.

備註：如閣下已填寫以上選擇(i)、(ii)或(iii)，請遞交投資轉換/更改投資授權表格，否則

- (i) 若閣下未就自願性供款作出投資分配，則受託人將會把供款投資於永明MPF首域平穩基金；或
- (ii) 若閣下以往會就自願性供款作出投資分配，則受託人將會把供款根據閣下最近的投資分配作出投資。

Part H. Change of Contribution Payment Method 更改供款方法

- Direct Debit 直接付款 (Please complete Direct Debit Authorization Form if you have not provided it previously. 若閣下以往未曾遞交有關授權書，請另行填寫直接付款授權書。)
- Payment by cheque 支票付款 (The cheque is made payable to "Sun Life Trustee Company Limited –Sun Life Rainbow MPF Scheme") 支票抬頭人為「永明信託有限公司-永明彩虹強積金計劃」)

Section III Declaration 第三部份 聲明

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

- (a) will be used for (i) the administration of my contributions and accrued benefits under Sun Life Rainbow MPF Scheme; (ii) conducting direct marketing activities of the Trustee or its associated companies; (iii) compliance with the applicable laws and regulations; and (iv) any other purposes related to the above;
- (b) may be made available to other third parties which the Trustee considers appropriate; and
- (c) is provided on a voluntary basis and failure to supply information may result in the Trustee being unable to process the change(s) requested/submitted in this form.

I can obtain access to and request correction of any of my personal information by writing to the Manager, Pensions Administration Department, BestServe Financial Limited.

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。本人同意以上所有資料:

- (a) 應被用於(i)永明彩虹強積金計劃下的本人的供款和累積權益的行政事宜和管理；(ii)進行信託人或其相關公司的直接市場推廣活動；(iii)遵守適用法律和規例；及(iv)與上述有關的任何其他用途；
 - (b) 可提供給受託人認為適當的任何第三者；及
 - (c) 是本人以自願性質向受託人提供的。但是，未能提供資料可能導致受託人不能處理本申請。
- 本人有權查閱並且要求更正受託人所持有的本人個人資料。如要求查閱，可通過書面方式向卓譽金融服務有限公司退休金管理部經理提出。

Signature of Self-employed Person 自僱人士簽署

Date 日期(dd 日/mm 月/yyyy 年) _____

Please send the completed form to: Sun Life Rainbow MPF Scheme, BestServe Financial Limited
22/F, China Resources Building, 26 Harbour Road, Wanchai, Hong Kong Tel 3183 1888 Fax 3183 1889

請將填妥表格交予: 永明彩虹強積金計劃行政管理人-卓譽金融服務有限公司
香港灣仔港灣道 26 號華潤大廈 22 樓 電話 3183 1888 傳真 3183 1889