



**SUN LIFE MPF BASIC / COMPREHENSIVE SCHEME**  
**(Formerly named FWD MPF MASTER TRUST BASIC / COMPREHENSIVE SCHEME)**

**DIRECT DEBIT AUTHORISATION**

**永明強積金基本 / 綜合計劃**

**(前計劃名稱為富衛強積金集成信託基本 / 綜合計劃)**

**直接付款授權書**

Please tick (✓) the appropriate box 請在適當方格加上 (✓) 號

Date 日期 (dd 日/ mm 月/ yyyy 年)	Bank No. 銀行編號	Branch No. 分行編號	Account No. 帳戶編號
Name of Party to be Credited (The Beneficiary) 收款之一方 (受益人)	0 0 6	3 9 1	1 7 7 5 3 7 2 4
<input type="checkbox"/> Sun Life Pension Trust Limited – Basic Collection A/C	0 0 6	3 9 1	1 7 7 5 3 8 0 5
<input type="checkbox"/> Sun Life Pension Trust Limited – Comprehensive Collection A/C			

Name of Employer / Self-Employed Person / Member^ (English)  
僱主 / 自僱人士 / 成員名稱^ (英文)

Account / Member^ No.  
帳戶 / 成員^編號

^ Please delete where inappropriate 請刪除不適用者

**To be completed by Self-Employed Person / Member 只供自僱人士 / 成員填寫**

Please specify the Date of Direct Debit\* 請指定直接付款日期\*  1<sup>st</sup> of the month 每月 1 號  15<sup>th</sup> of the month 每月 15 號

\* The specified Date of Direct Debit is for the payment of contribution for the Contribution Period from the 1<sup>st</sup> day of the month to the last day of the month. Should the Date of Direct Debit has not been selected, the Date of Direct Debit is defaulted as the 1<sup>st</sup> of the month. 指定之直接付款日期為支付當月供款期 (即每月第一日至最後一日期間) 之供款。如沒有選擇直接付款日期, 即直接付款日期當作為每月一號處理。

I/We hereby authorise my/our below named Bank to effect transfers from my/our account to that of the above named beneficiary in accordance with such instructions as my/our Bank may receive from the beneficiary from time to time provided always that the amount of any one such transfer shall not exceed the limit indicated below. 本人/吾等現授權本人/吾等之下述銀行, (根據受益人不時給予本人/吾等銀行之指示)自本人/吾等之帳戶內轉帳予上述受益人。惟每次轉帳金額不得超過以下指定之限額。

Bank will take around 6 to 8 weeks to set up direct debit authorization ("DDA") in general. A confirmation letter with DDA effective date will be sent upon completion of your application. Please continue to submit contribution payment by cheque before the DDA effective date. 銀行一般需時六至八星期設立直接付款授權。授權申請成功後會寄出確認信, 並列出生效日期。在生效日期前, 請繼續以支票形式繳交供款。

I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us. 本人/吾等同意本人/吾等之銀行毋須證實該等轉帳通知是否已交予本人/吾等。

I/We jointly and severally accept full responsibility for my overdraft (or increase in existing overdraft) on my/our account, which may arise as a result of any such transfer(s). 如因該等轉帳而令本人/吾等之帳戶出現透支(或令現時之透支增加), 本人/吾等願共同及各別承擔全部責任。

I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorised, my/our Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorisation at any time on one week's written notice. 本人/吾等同意如本人/吾等之帳戶並無足夠款項支付該等授權轉帳, 本人/吾等之銀行有權不予轉帳, 且銀行可收取慣常之收費, 並可隨時以一星期書面通知取消本授權書。

This authorisation shall have effect until further notice. 本授權書將繼續生效直至另行通知為止。

I/We agree that any notice of cancellation or variation of this authorisation which I/we may give to my/our Bank shall be given at least two working days prior to the date on which such cancellation/variation is to take effect. 本人/吾等同意, 本人/吾等取消或更改本授權書之任何通知, 須於取消/更改生效日最少兩個工作天之前交予本人/吾等之銀行。

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱	Bank No. 銀行編號	Branch No. 分行編號	My/Our Account No. 本人/吾等之帳戶號碼
My/Our Name(s) <sup>Note 1</sup> as recorded on Statement/Passbook (Please provide the name in English) <sup>#</sup> 本人/吾等在結單/存摺上所記錄的名稱 <sup>註1</sup> (請填上英文名稱) <sup>#</sup>	My/Our Signature(s) <sup>Note 3</sup> 本人/吾等之簽署 <sup>註3</sup>		Contact Tel No. 聯絡電話號碼
My/Our Address as recorded on Statement/Passbook 本人/吾等在結單/存摺上所記錄之地址	Debtor's Reference <sup>Note 4</sup> 債務人編號 <sup>註4</sup>		Limit for Each Payment <sup>Note 2</sup> 每次付款限額 <sup>註2</sup>

# Please write in block letters. 請用正楷填寫

**NOTES 附註:**

- Name of the bank account must be the same as the name of applicant. Otherwise, the application will not be accepted. 銀行帳戶持有者名稱必須與申請公司/人相同。否則, 申請將不獲接納。
- If the amount of your payments are likely to vary each time, please set the Limit for Each Payment at the **maximum amount** you would expect to pay at any one time. 如 台端付款之數額每次可能不相同, 則請將最高額定為每次付款之最高限額。
- Please ensure that you sign the form in the usual way that you would sign on your Bank Account. 請確保 貴戶在此欄內之簽名, 與銀行帳戶所簽的完全相同。
- In the box marked "Debtor's Reference", please leave **BLANK** for official use. 在債務人編號之欄內, 不須填上任何資料。此欄須由本公司填寫。

**For Bank Use Only 銀行專用**

Remarks 備註 \_\_\_\_\_ Signature Verified \_\_\_\_\_

For office use only:  
Processed by: \_\_\_\_\_ Date: \_\_\_\_\_ Checked by: \_\_\_\_\_ Date: \_\_\_\_\_