



**SUN LIFE MPF COMPREHENSIVE SCHEME**  
**(Formerly named FWD MPF MASTER TRUST COMPREHENSIVE SCHEME)**  
**ASSET ALLOCATION CHANGE / EXISTING ASSET SWITCHING FORM**

永明強積金綜合計劃  
(前計劃名稱為富衛強積金集成信託綜合計劃)  
更改資產分配 / 現有積存資產轉換表格

Surname (English) 姓氏 (英文)	Member No. 成員編號
Given Name (English) 名字 (英文)	HKID / Passport No. 香港身份證 / 護照號碼
Chinese Name 中文姓名	Contact Telephone No. 聯絡電話號碼

**Part I 第一部分**      **DEFAULT INVESTMENT STRATEGY (DIS) 預設投資策略**

**i) SELECTION OF DEFAULT INVESTMENT STRATEGY (DIS) 選擇預設投資策略**

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

**Future monies (including contributions and transfer-in monies) and all existing balances to DIS**

未來供款(包括供款及由其他計劃轉入的款項)及所有現有結餘轉換至預設投資策略

I understand my future monies and all existing balances will be switched to DIS which will be invested in accordance with the pre-determined fund choices mentioned in Table A based on my age. The investment mandate for future monies will be changed and all existing balances will be switched automatically on my birthday or the next dealing day after my birthday (if the birthday is a non-dealing day)\*.

本人明白本人的未來供款(包括供款及轉入款額)及所有現有結餘將會轉換至預設投資策略並根據本人的年齡按列表 A 來釐定帳戶中的基金分佈進行投資。未來供款的投資授權及所有現有結餘亦會於本人生日當天或生日後首個交易日(如生日當天並非交易日)\*根據預設的基金分佈自動更改及進行轉換。

(Please skip Part II & III if you have selected this option. 如已選擇此項目, 請略過第二及三部分。)

**Future monies (including contributions and transfer-in monies) to DIS**

未來供款(包括供款及由其他計劃轉入的款項)轉換至預設投資策略

I understand my future monies will be invested to DIS which will be invested in accordance with the pre-determined fund choices mentioned in Table A based on my age. The investment mandate for future monies will be changed automatically on my birthday or the next dealing day after my birthday (if the birthday is a non-dealing day)\*.

本人明白本人的未來供款(包括供款及轉入款額)將會轉換至預設投資策略並根據本人的年齡按列表 A 來釐定帳戶中的基金分佈進行投資。未來供款的投資授權亦會於本人生日當天或生日後首個交易日(如生日當天並非交易日)\*根據預設的基金分佈自動更改。

(Please skip Part II if you have selected this option. 如已選擇此項目, 請略過第二部分。)

**All existing balances to DIS**

所有現有結餘轉換至預設投資策略

I understand all my existing balances will be switched to DIS which will be invested in accordance with the pre-determined fund choices mentioned in Table A based on my age. All existing balances will be switched automatically on my birthday or the next dealing day after my birthday (if the birthday is a non-dealing day)\*.

本人明白本人的所有現有結餘將會轉換至預設投資策略並根據本人的年齡按列表 A 來釐定帳戶中的基金分佈進行投資。所有現有結餘亦會於本人生日當天或生日後首個交易日(如生日當天並非交易日)\*根據預設的基金分佈自動進行轉換。

(Please skip Part III if you have selected this option. 如已選擇此項目, 請略過第三部分。)

\* When one or more of the specified instructions (including but not limited to subscription including any transfer-in instructions, redemption including any withdrawal instructions, instructions for refund or payment of any statutory long service / severance pay, transfer-out instructions, change of investment mandate or switching instructions) are being processed on the annual date of de-risking for a relevant member, the annual de-risking will be deferred and will only take place on the next dealing day after completion of these instructions where necessary.

\* 當相關成員的每年降低風險日正在辦理一個或多個特定的指示(包括認購任何轉入指示、贖回任何提取指示、退款指示或支付任何法定長期服務金/遣散費、轉移指示、更改投資委託書或轉換指示), 每年降低風險程序則將被推遲, 並在完成該等指示後的下一個交易日進行。

**ii) WITHDRAWAL FROM DEFAULT INVESTMENT STRATEGY 退出預設投資策略**

If you wish to switch out of DIS before the annual de-risking, the valid switch out instruction must be received by the Trustee before the dealing cut-off time at 5:00 p.m. on two business days before the member's birthday. Any valid switch out instruction received after this cut-off time will only be performed after the annual de-risking. 若您希望在每年降低風險安排之前轉出「預設投資策略」, 則受託人必須在您生日前兩個營業日下午5時交易截止時間前收到有效的轉出指示。在此截止時間後所收到的任何有效轉出指示, 則只有在每年降低風險安排之後才會執行。

For future monies (including contributions and transfer-in monies) and existing balances, please complete Part II & III.

未來供款(包括供款及由其他計劃轉入的款項)及現有結餘轉換, 請填寫第二及第三部分。

For future monies (including contributions and transfer-in monies) only, please complete Part II.

只限未來供款(包括供款及由其他計劃轉入的款項), 請填寫第二部分。

For existing balances only, please complete Part III.

只限現有結餘轉換, 請填寫第三部分。

Please send the completed form to:

Sun Life MPF Comprehensive Scheme, The Administrator, BestServe Financial Limited  
10/F, One Harbourfront, 18 Tak Fung Street, Hung Hom, Kowloon, Hong Kong Tel 3183 1900 Fax 3183 1901  
請將填妥表格交予: 永明強積金綜合計劃行政管理人-卓譽金融服務有限公司  
香港九龍紅磡德輔道中18號海濱廣場一座十樓 電話 3183 1900 傳真 3183 1901



Part II : Change in Asset Allocation (For Future Contributions Only / Transfer-in Monies Only)				
第二部分：更改資產分配 (只適用於將來的供款 / 轉入款項)				
Name of Funds 基金名稱	Investment Allocation (Complete in a multiple of 10%) 投資分配 (請以 10% 或其倍數填寫)			
	Employer Portion 僱主部分		Member Portion 成員部分 Employee / Self-employed Person / Personal Account Member 僱員/自僱人士/個人帳戶成員	
	Mandatory Contributions 強制性供款	Voluntary Contributions # 自願性供款 #	Mandatory Contributions 強制性供款	Voluntary Contributions # 自願性供款 #
Sun Life MPF Comprehensive Scheme MPF Conservative Portfolio 永明強積金綜合計劃強積金保守投資組合 (C01CPP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Capital Guaranteed Portfolio 永明強積金綜合計劃本金保證投資組合 (C02CGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio* 永明強積金綜合計劃 65 歲後投資組合* (C1465)	%	%	%	%
Sun Life MPF Comprehensive Scheme Stable Portfolio 永明強積金綜合計劃平穩投資組合 (C03STP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Stable Growth Portfolio 永明強積金綜合計劃平穩增長投資組合 (C04SGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio* 永明強積金綜合計劃核心累積投資組合* (C13CA)	%	%	%	%
Sun Life MPF Comprehensive Scheme Balanced Growth Portfolio 永明強積金綜合計劃均衡增長投資組合 (C05BGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Growth Portfolio 永明強積金綜合計劃增長投資組合 (C06GRP)	%	%	%	%
Sun Life MPF Comprehensive Scheme International Equity Portfolio 永明強積金綜合計劃國際股票投資組合 (C07IEP)	%	%	%	%
Sun Life MPF Comprehensive Scheme US & Hong Kong Equity Portfolio 永明強積金綜合計劃美國及香港股票投資組合 (C10UHE)	%	%	%	%
Sun Life MPF Comprehensive Scheme Asian Equity Portfolio 永明強積金綜合計劃亞洲股票投資組合 (C08AEP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Hong Kong Equity Portfolio 永明強積金綜合計劃香港股票投資組合 (C09HEP)	%	%	%	%
<b>Total (%) 總計百分比</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Part III : Existing Asset Switching (For Existing Asset Balance Only)				
第三部分：現有積存資產轉換 (只適用於現有的資產結餘)				
Name of Funds 基金名稱	Investment Allocation (Complete in a multiple of 10%) 投資分配 (請以 10% 或其倍數填寫)			
	Employer Portion 僱主部分		Member Portion 成員部分 Employee / Self-employed Person / Personal Account Member 僱員/自僱人士/個人帳戶成員	
	Switching Out % 贖回資產百分比	Switching In % 認購資產百分比	Switching Out % 贖回資產百分比	Switching In % 認購資產百分比
Default Investment Strategy (DIS) 預設投資策略	<input type="checkbox"/> Switch Out ALL assets of DIS 轉出預設投資策略全部資產 (Please fill-in appropriate Switching In column (If applicable)) (請填妥適當的認購資產百分比欄目(如適用))			
Sun Life MPF Comprehensive Scheme MPF Conservative Portfolio 永明強積金綜合計劃強積金保守投資組合 (C01CPP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Capital Guaranteed Portfolio 永明強積金綜合計劃本金保證投資組合 (C02CGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio* 永明強積金綜合計劃 65 歲後投資組合* (C1465)	%	%	%	%
Sun Life MPF Comprehensive Scheme Stable Portfolio 永明強積金綜合計劃平穩投資組合 (C03STP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Stable Growth Portfolio 永明強積金綜合計劃平穩增長投資組合 (C04SGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio* 永明強積金綜合計劃核心累積投資組合* (C13CA)	%	%	%	%
Sun Life MPF Comprehensive Scheme Balanced Growth Portfolio 永明強積金綜合計劃均衡增長投資組合 (C05BGP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Growth Portfolio 永明強積金綜合計劃增長投資組合 (C06GRP)	%	%	%	%
Sun Life MPF Comprehensive Scheme International Equity Portfolio 永明強積金綜合計劃國際股票投資組合 (C07IEP)	%	%	%	%
Sun Life MPF Comprehensive Scheme US & Hong Kong Equity Portfolio 永明強積金綜合計劃美國及香港股票投資組合 (C10UHE)	%	%	%	%
Sun Life MPF Comprehensive Scheme Asian Equity Portfolio 永明強積金綜合計劃亞洲股票投資組合 (C08AEP)	%	%	%	%
Sun Life MPF Comprehensive Scheme Hong Kong Equity Portfolio 永明強積金綜合計劃香港股票投資組合 (C09HEP)	%	%	%	%
<b>Total (%) 總計百分比</b>	<b>N/A 不適用</b>	<b>100%</b>	<b>N/A 不適用</b>	<b>100%</b>

# Complete only if you have Voluntary Contributions. 只供有自願性供款之人士填寫。

\* Benefits invested in this investment will not be subject to the de-risking process. 投資於此基金之權益將不會遵從降低風險安排。

**Table A – DIS De-risking Table of Default Investment Strategy****列表 A - 預設投資策略降低風險列表****Annual de-risking 每年降低風險**

Accrued benefits invested through the DIS will be invested in a way that adjusts risk depending on a member's age. The DIS will manage investment risk exposure by **automatically** reducing the exposure to higher risk assets and correspondingly increasing the exposure to lower risk assets as the member gets older.

Such de-risking is to be achieved by way of reducing the holding in the Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio and increasing the holding in the Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio over time. The asset allocation stays the same up until 50 years of age, then reduces steadily until age 64, after which it stays steady again.

In summary, under the DIS:

- (1) When a member is below the age of 50, all accrued benefits, future contributions and transfer-in monies will be invested in the Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio.
- (2) When a member is between the ages of 50 and 64, all accrued benefits, future contributions and transfer-in monies will be invested according to the allocation percentages between the Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio and Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio as shown in the table below. The de-risking of the existing accrued benefits, future contributions and transfer-in monies will be automatically carried out as described above.
- (3) When a member reaches the age of 64, all accrued benefits, future contributions and transfer-in monies will be invested in the Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio.

透過「預設投資策略」投資的累算權益將以因應成員年齡來調整風險的方式投資。「預設投資策略」將會隨著成員年齡增長而**自動**減少投資於較高風險資產，並相應增加投資於較低風險資產，藉此管理投資風險。

策略乃透過隨著時間逐步減持永明強積金綜合計劃核心累積投資組合及增持永明強積金綜合計劃65歲後投資組合，以達致降低風險的目標。50歲前的資產配置會維持不變，之後逐步降低，直至64歲為止，之後便維持穩定。

總括而言，根據「預設投資策略」：

- (1) 當成員未滿50歲，所有累算權益、未來供款及轉入款項將會投資於永明強積金綜合計劃核心累積投資組合。
- (2) 當成員年齡介乎50至64歲，所有累算權益、未來供款及轉入款項將會按照下圖的預設投資策略降低風險列表中永明強積金綜合計劃核心累積投資組合與永明強積金綜合計劃65歲後投資組合之間的配置百分比進行投資。現有累算權益、未來供款及轉入款項將會自動按上文所述執行降低風險安排。
- (3) 當成員年屆64歲，所有累算權益、未來供款及轉入款項將會投資於永明強積金綜合計劃65歲後投資組合。

Age 年齡	Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio 永明強積金綜合計劃核心累積投資組合	Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio 永明強積金綜合計劃 65 歲後投資組合
<b>Below 50 50 以下</b>	100.0%	0.0%
<b>50</b>	93.3%	6.7%
<b>51</b>	86.7%	13.3%
<b>52</b>	80.0%	20.0%
<b>53</b>	73.3%	26.7%
<b>54</b>	66.7%	33.3%
<b>55</b>	60.0%	40.0%
<b>56</b>	53.3%	46.7%
<b>57</b>	46.7%	53.3%
<b>58</b>	40.0%	60.0%
<b>59</b>	33.3%	66.7%
<b>60</b>	26.7%	73.3%
<b>61</b>	20.0%	80.0%
<b>62</b>	13.3%	86.7%
<b>63</b>	6.7%	93.3%
<b>64 and above 64 及以上</b>	0.0%	100.0%

Note: The above allocation between the Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio and Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio is made at the point of annual de-risking and the proportion of the Sun Life MPF Comprehensive Scheme Core Accumulation Portfolio and Sun Life MPF Comprehensive Scheme Age 65 Plus Portfolio in the DIS portfolio may vary during the year due to market fluctuations.

附註：上表列明在每年降低風險一刻時所採用於永明強積金綜合計劃核心累積投資組合與永明強積金綜合計劃 65 歲後投資組合之間的配置，一年當中預設投資策略組合內永明強積金綜合計劃核心累積投資組合與永明強積金綜合計劃 65 歲後投資組合的比例或會因為市場波動而有所不同。

**Please read below Important Notes before you confirm your instruction:**

1. You should consider your own risk tolerance level and financial circumstances before making any investment choices. When, in your selection of constituent funds, you are in doubt as to whether a certain constituent fund is suitable for you (including whether it is consistent with your investment objectives), you should seek financial and/or professional advice and choose the constituent fund(s) most suitable for you taking into account your circumstances.
2. For further details including the features of the Sun Life MPF Comprehensive Scheme (the "Scheme") and each constituent fund, the investment objectives of each constituent fund and risks involved, please refer to the details in the Explanatory Memorandum of the Scheme (as amended from time to time). If you are in doubt about the meaning or effect of the contents of the Explanatory Memorandum or any addendum thereto, you should seek professional advice.
3. The Sun Life MPF Comprehensive Scheme Capital Guaranteed Portfolio ("Capital Guaranteed Portfolio") under the above Scheme invests its assets solely in an Approved Pooled Investment Fund in the form of insurance policy provided by FWD Life Insurance Company (Bermuda) Limited ("FWD Life"). The guarantee is also given by FWD Life. Your investments in the Capital Guaranteed Portfolio, if any, are therefore subject to the credit risk of FWD Life. The guarantee is subject to qualifying conditions. Please refer to paragraphs 27 through 37 of Part II of the Explanatory Memorandum of the Schemes for details of the credit risk, guarantee features and guarantee conditions.
4. If you are currently investing in Capital Guaranteed Portfolio, a switching of the accrued benefits out of Capital Guaranteed Portfolio may result in some or all of the guarantee conditions not being satisfied; thus affecting your entitlement to the guarantee and you may lose your guarantee. Please refer to paragraphs 27 through 37 of Part II of the Explanatory Memorandum of the Scheme for details of the guarantee features and guarantee conditions.
5. For Capital Guaranteed Portfolio, switches may be made once in each calendar year, with no specific date or period of time being imposed. For all other constituent funds, there is currently no limit on the number of switches and change of investment choices which may be made in any calendar year.
6. Investment involves risk and the price of units may go down as well as up. Past performance is not indicative of future returns. Not all constituent funds available under the Schemes would be suitable for everyone. There is no assurance on investment returns and your investments/accrued benefits may suffer significant losses. You should read the Explanatory Memorandum of the Scheme for details.
7. Members should note that, although switches will be implemented as soon as reasonably practicable, the realisation of units of the constituent fund which a member wishes to switch out of and the purchase of units of the constituent fund which he wishes to switch in to, may not occur on the same dealing day.
8. Please note that if the processing of your switching instruction is scheduled on any day that (i) there is transfer of benefits under Employee Choice Arrangement ("ECA Transfer") being processed, or (ii) the refund of long service payment/severance payment ("Refund of LSP/SP") is being processed, or (iii) the claim of accrued benefits on the ground of attaining the retirement age of 65 in a lump sum or terminal illness or partial withdrawal of voluntary contributions ("Withdrawal of benefits") are being processed, or (iv) Annual de-risking of DIS or (v) on any of the consecutive days that ECA Transfer, Refund of LSP/SP, Withdrawal of benefits and/or Annual de-risking of DIS is/are to be processed, the processing of your switching instruction will be postponed to the next dealing day after the day(s) that such ECA Transfer, Refund of LSP/SP, Withdrawal of benefits and/or Annual de-risking of DIS is/are being completed. In any of the above circumstances, the processing of any further switching instruction made before the processing of any prior pending consecutive switching instruction, ECA Transfer, Refund of LSP/SP, Withdrawal of benefits and/or Annual de-risking of DIS will be postponed to the next dealing day after the day(s) that such pending consecutive switching instruction, ECA Transfer, Refund of LSP/SP, Withdrawal of benefits and/or Annual de-risking of DIS is/are being completed.
9. If, on the implementation of Default Investment Strategy on 1 April 2017, your account is identified as a pre-existing account with all accrued benefits being invested into the Previous Default Investment Arrangement, Sun Life MPF Comprehensive Scheme Capital Guaranteed Portfolio, but generally without specific investment instruction in respect of the accrued benefits being given (known as "DIA account"), there are special rules and arrangements to be applied to determine whether accrued benefits in a DIA account will be transferred to the DIS. If your pre-existing account is considered as a DIA account, you will receive a notice called the DIS Re-investment Notice explaining the impacts on your pre-existing account and giving you an opportunity to give a specified investment instruction to the Trustee before the accrued benefits are invested into the DIS. If, before the completion of these arrangements, you submit a switching instruction to switch out part of your benefits in the DIA account to other constituents funds of your own choice, you are considered to have given an investment instruction for your whole DIA account with the remaining part of your benefits continue to invest in the Previous Default Investment Arrangement of the Scheme, Sun Life MPF Comprehensive Scheme Capital Guaranteed Portfolio.

**確認指示前，請閱讀下文之重要說明：**

1. 在作出投資選擇前，您必須衡量個人可承受風險的程度及您的財政狀況。在選擇成分基金時，如您就某一項基金是否適合您(包括是否符合您的投資目標)而有任何疑問，請徵詢財務及/或專業人士的意見，並因應您的個人狀況而選擇最適合您的成分基金。
2. 有關永明強積集成信託綜合計劃(「本計劃」)和各成分基金的特點，各成分基金的投資目標以及所涉及的風險等進一步詳情，請參閱本計劃的說明書(可不時修訂)。如您對說明書或任何補充修訂的內容的含義或影響有任何疑問，您應徵詢專業人士的意見。
3. 上述計劃內的永明強積金綜合計劃本金保證投資組合(「本金保證投資組合」)將其資產只投資於由富衛人壽保險(百慕達)有限公司(「富衛人壽」)提供以保單形式成立的核准匯集投資基金，而有關保證亦由富衛人壽提供。因此，您於永明強積金綜合計劃本金保證投資組合的投資(如有)將受富衛人壽的信用風險所影響。保證受限制性條件所管限。有關信用風險，保證特點及保證條件的詳情，請參閱說明書第 II 部分第 27 至 37 段。
4. 如您現時投資於本金保證投資組合，則從該本金保證投資組合轉出累積權益可能導致您不符合部分或所有保證條件，從而影響您享有保證的資格。有關保證特點及保證條件的詳情，請參閱說明書第 II 部分第 27 至 37 段。
5. 本金保證投資組合的成員在每一曆年內，可享有 1 次無指定日期或時間限制的轉換權。至於其他成分基金在目前並無限制其在每曆年內的轉換次數及更改投資選擇次數。
6. 成員須注意，在行使轉換權促使對有關成分基金的投資買賣將會在切實可行時間內盡快，而在任何情形下會於一個月內進行，賣出成員想出售的成分基金單位及買入成員想購進的成分基金單位的交易有可能不在同一交易日內完成。
7. 投資涉及風險；本計劃內的每一個成分基金不一定適合任何人士。投資回報並無保證，而您的投資/累積權益或會承受重大損失。
8. 請注意，如您的轉換指示的執行日同為(i)僱員自選安排下的權益轉移(「自選安排轉移」)之執行日，或(ii)由長期服務金/遣散費的退款(「長期服務金/遣散費退款」)之執行日，或(iii)基於已達到 65 歲退休年齡而申索的整筆提取累積權益/罹患末期疾病的理由提出申索或提取部分自願性供款(「提取累積權益」)之執行日，或(iv)預設投資策略每年降低風險之執行日或(v)在連續執行自選安排轉移、長期服務金/遣散費退款、提取累積權益及/或預設投資策略每年降低風險的日子，您的轉換指示將會順延至完成處理自選安排轉移、長期服務金/遣散費退款、提取累積權益及/或預設投資策略每年降低風險後的下一個交易日處理。在以上任何情況下，任何於轉換指示、自選安排轉移、長期服務金/遣散費退款、提取累積權益及/或預設投資策略每年降低風險正待處理時而提交的轉換指示，將於完成這些正待處理的轉換指示、資產調配指示、自選安排轉移、長期服務金/遣散費退款、提取累積權益及/或預設投資策略每年降低風險後的下一個交易日處理。
9. 如在「預設投資策略」於 2017 年 4 月 1 日生效時，對於成員的既有帳戶(內含的所有累積權益均投資於前預設投資安排，永明強積金綜合計劃本金保證投資組合，惟一般並無就累積權益作出特定投資指示)(稱為「預設投資帳戶」)，在決定是否將「預設投資帳戶」的累積權益轉移至「預設投資策略」時，將須遵從特別規則及安排。若成員的既有帳戶被視作「預設投資帳戶」，將會收到一份稱為「預設投資策略重新投資通知書」的通知，說明對成員既有帳戶的影響，並給予成員機會，可在累積權益投資於「預設投資策略」之前向受託人作出特定投資指示。在有關特別安排完成前，如您遞交投資轉換指示並只轉出「預設投資帳戶」內部分之投資於您選擇之成分基金，此舉將被視為您已就整個「預設投資帳戶」作出投資選擇並指示將餘下的權益繼續投資於本計劃的前預設投資安排永明強積金綜合計劃本金保證投資組合。

Note:

1. If you wish to change your investment allocation of both your future contributions / transfer in monies and existing asset balance, please complete both "Part II: Change in Asset Allocation" and "Part III: Existing Asset Switching".
2. Upon completion of the change in asset allocation and/or existing asset switching, member will receive the Member Asset Allocation Report and/or Member Asset Switching Statement within 5 working days.
3. Where a particular valuation day and dealing day is a public holiday, a gale warning day or a black rainstorm warning day, the valuation and dealing date which would have applied on that day will be the next business day which is not a public holiday, a gale warning day or a black rainstorm warning day.

備註:

1. 如欲同時更改將來供款 / 轉入款項的資產分配及轉換現有的資產結餘，請同時填寫「第二部分：更改資產分配」及「第三部分：現有積存資產轉換」部分。
2. 成員將於完成有關更改資產分配 / 現有積存資產轉換後的 5 個工作天內收到成員資產分配報告及 / 或成員資產轉換結算書。
3. 若某一估價日和交易日是公眾假期、烈風警告日或黑色暴雨警告日，在該日進行的估價和交易將順延至下一個非公眾假期、烈風警告日或黑色暴雨警告日之營業日進行。

## Declaration 聲明

<p>I understand that:</p> <ol style="list-style-type: none"><li>1. The asset allocation / asset switching will be effected on the next available dealing day upon the Administrator's receipt of my valid and completed form.</li><li>2. Investment Allocation stated in Part II will apply to future contributions / transfer-in monies received by the Trustee on or after the asset allocation instruction given on this form has been effected. Asset Switching instruction stated in Part III will only apply to existing asset balance and will not apply to contributions / transfer-in monies in process, which will be invested according to the existing investment allocation.</li><li>3. If investment allocation percentage is not specified for a particular type of contributions in Part II, the investment allocation percentage for that type of contributions will remain unchanged.</li></ol> <p>I hereby declare and agree that all the information given above is complete, true and accurate, and is given to the best of my knowledge. I have read the latest Explanatory Memorandum of the Scheme and understand that it is a general guide and does not constitute investment advice. 本人謹此聲明並同意上述所有資料均是完整、真實及準確，並且是盡本人所知而作答。本人已經閱讀最新《計劃說明書》且明白其僅為一般指引，並不構成投資意見。</p>	<p>本人明白</p> <ol style="list-style-type: none"><li>1. 資產分配 / 資產轉換將會於行政管理人在收到本人之有效及完整之表格後之下一個有效交易日進行。</li><li>2. 第二部分的新資產分配只適用於受託人已執行此表格之資產分配指示後，方可應用於將來的供款 / 轉入款項。第三部分的轉換指示僅適用於現有的資產結餘，而處理中之供款 / 待轉入款項並不適用；處理中之供款 / 待轉入款項將根據現有的投資分配作出投資。</li><li>3. 如第二部分內任何供款項目沒有註明投資分配百分比，則表示該供款項目之投資分配維持不變。</li></ol> <p>Signature of Member 成員簽署</p> <div style="border: 1px dashed black; height: 60px; width: 100%;"></div> <p>Date 日期 (dd 日 / mm 月 / yyyy 年) _____</p>
<p>For office use only: Processed by: _____ Date: _____ Checked by: _____ Date: _____</p>	

Sun Life Pension Trust Limited 永明退休金信託有限公司

Sun Life MPF Website / 永明強積金網頁: [www.sunlife.com.hk](http://www.sunlife.com.hk)