

**SUN LIFE MPF BASIC / COMPREHENSIVE SCHEME  
(Formerly named FWD MPF MASTER TRUST BASIC / COMPREHENSIVE SCHEME)  
ADDITIONAL VOLUNTARY CONTRIBUTIONS CHANGE FORM**

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)

額外自願性供款 - 更改供款表格

**Notes 注意**

- This form will supersede any relevant information/form(s) which has/have been submitted to the Administrator previously.  
本表格將取代所有有關之前已遞交行政管理人的資料/表格。
- All sections below should be completed in BLOCK letters.  
所有部份須以正楷填寫。
- Additional Voluntary Contributions in respect of a member will be ceased immediately upon the Administrator's receipt of the written notification on the adjudicated bankruptcy of the member.  
當行政管理人收到成員被宣判破產之書面通知時，有關成員之額外自願性供款將立即停止。

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

**Change in Monthly Direct Debit Date 更改每月直接付款日**

Effective Date of Change (dd / mm / yyyy)  
更改之生效日期 (日 / 月 / 年) \_\_\_\_\_

I would like to change the Monthly Direct Debit Date\* for my Additional Voluntary Contributions with effect from the above Effective Date of Change:  
由上述更改之生效日期起，本人之額外自願性供款的每月直接付款日\* 將作出以下安排:

1st of the month 每月 1 號                       15th of the month 每月 15 號

\*It refers to a business day of banks in Hong Kong excluding Saturday. If the direct debit day is a public holiday, a gale warning day or a black rainstorm warning day, then it shall mean the following business day of banks in Hong Kong. 指香港銀行的營業日，不包括星期六。如直接付款日為公眾假日、烈風警告日或黑色暴雨警告日，則指隨後之香港銀行的營業日。

**Change in Additional Voluntary Contributions Details 更改額外自願性供款詳情**

Effective Date of Change (dd / mm / yyyy)  
更改之生效日期 (日 / 月 / 年) \_\_\_\_\_

I would like to make the following arrangement for my Additional Voluntary Contributions with effect from the above Effective Date of Change:  
由上述更改之生效日期起，本人之額外自願性供款將作出以下安排:

(1) To change my Monthly Additional Voluntary Contributions in the amount of HKD \_\_\_\_\_  
更改本人之每月額外自願性供款，金額為港幣 \_\_\_\_\_  
(If you would like to change the investment allocation for Additional Voluntary Contributions, please complete the "Additional Voluntary Contributions Asset Allocation Change / Existing Asset Switching Form". 若閣下欲更改額外自願性供款的投資分配，請填寫「額外自願性供款 - 更改資產分配 / 現有積存資產轉換表格」。)  
(Minimum monthly contribution amount is HK\$500 and must be in a multiple of HK\$100. 最低每月供款額為港幣 500 元及必須為港幣 100 元之倍數。)

(2) To suspend my Additional Voluntary Contributions until further notice  
暫時中止本人之額外自願性供款直至另行通知  
(If you would like to resume making Additional Voluntary Contributions, please notify us by completing point (1) of "Additional Voluntary Contributions Change Form". 若閣下欲恢復作出額外自願性供款，請填寫「額外自願性供款 - 更改供款表格」的第(1)項以通知我們。)

(3) To cease my Additional Voluntary Contributions  
終止本人之額外自願性供款

**Declaration 聲明**

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.  
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。

Signature of Member 成員簽署 \_\_\_\_\_

Date 日期 (dd / mm / yyyy 年) \_\_\_\_\_

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

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

Please send the completed form to: Sun Life MPF Basic / Comprehensive Scheme, The Administrator, BestServe Financial Limited

10/F, One Harbourfront, 18 Tak Fung Street, Hunghom, Kowloon, Hong Kong Tel 3183 1900 Fax 3183 1901

請將填妥表格交予: 永明強積金基本 / 綜合計劃行政管理人 - 卓譽金融服務有限公司

香港九龍紅磡德豐街18號海濱廣場一座十樓 電話 3183 1900 傳真 3183 1901

