

This Application Form forms part of the Participation Agreement and shall only be used in conjunction with the MPF Scheme Brochure. The details specified in this form shall apply for the purposes of the Scheme. 本申請表將連同信安的強積金計劃說明書一併使用，並為參與協議書之一部份。申請表內的資料，將用於此計劃之事宜上。

Note 注意:

1. As the Inland Revenue (Amendment) (No.2) Ordinance 2019 will effect on 1 January 2020, please submit the "Self-Certification Form" with this application form to us. For details, please refer to the guidelines on completing Self-certification Form which can be downloaded from our website. 因應於 2020 年 1 月 1 日生效之《2019 年稅務(修訂)(第 2 號)條例》，遞交此申請表格時，請連同「自我證明表格」一併交回本公司。詳情可從本公司網址下載自我證明表格填寫指引以作參考。
2. Please tick and complete the appropriate sections. 請於適當位置及部份加上✓號。

Principal MPF Scheme Series 800 信安強積金計劃 800系列 Principal MPF Scheme Series 600 信安強積金計劃 600系列

(1) Information of Employer 僱主資料

Scheme effective date 計劃生效日期 0 1 D日 M月 Y年 Number of employees 僱員人數

Employer Legal Name 僱主法定名稱 English 英文
 Chinese 中文

Registered Address (P.O. Box Address is not accepted) 註冊地址 (不接納郵箱地址)

Room/Flat 室 Floor 樓層 Block 座 Name of Building 大廈名稱

Street No. 街/道號碼 Name of Street 街/道名稱 City 城市

Hong Kong 香港 Kowloon 九龍 N.T. 新界 Country 國家 Post Code/Zip Code 郵政編碼/郵遞區號碼

Current Business Address (If different from Registered Address) 現時營業地址 (如與註冊地址不同)

Room/Flat 室 Floor 樓層 Block 座 Name of Building 大廈名稱

Street No. 街/道號碼 Name of Street 街/道名稱 City 城市

Hong Kong 香港 Kowloon 九龍 N.T. 新界 Country 國家 Post Code/Zip Code 郵政編碼/郵遞區號碼

Mailing Address (If different from Registered/Business Address) 通訊地址 (如與註冊/營業地址不同)

Room/Flat 室 Floor 樓層 Block 座 Name of Building 大廈名稱

Street No. 街/道號碼 Name of Street 街/道名稱 City 城市

Hong Kong 香港 Kowloon 九龍 N.T. 新界 Country 國家 Post Code/Zip Code 郵政編碼/郵遞區號碼

Contact Person 聯絡人 Mr 先生 Ms 女士 Name 姓名 Job Title 職銜

Contact details 聯絡資料 Daytime contact no. 日間聯絡號碼 Fax no. 傳真號碼

E-mail address 電子郵箱

(2) Government registration type 政府登記類別 (please provide a certified true copy of the registration document 請附上註冊證明文件之認證副本)

- (BR) Business Registration 商業登記 (TU) Registry of Trade Union 職工會登記局 (SO) Society Office of Hong Kong Police (in respect of societies) 香港警務處社團事務處 (社團)
- (ED) Education Department 教育署 (IR) Inland Revenue Department (in respect of charitable organizations) 稅務局(慈善團體) Others 其他 (please specify 請說明)

Registration no. 登記號碼



(3) Nature of Business 業務性質

- | | | |
|--|---|---|
| <input type="checkbox"/> (01) Catering
飲食業 | <input type="checkbox"/> (02) Construction
建造業 | <input type="checkbox"/> (03) Manufacturing
製造業 |
| <input type="checkbox"/> (04) Financing/Banking Services
銀行及金融業 | <input type="checkbox"/> (05) Community/Social/Personal Services
社會服務業 | <input type="checkbox"/> (06) Wholesale/Retail/Import & Export
批發/零售/出入口 |
| <input type="checkbox"/> (07) Transport
運輸業 | <input type="checkbox"/> (08) Cleaning
清潔業 | <input type="checkbox"/> (09) Security Guard
保安業 |
| <input type="checkbox"/> (10) Hairdressing & Beauty
髮型及美容 | <input type="checkbox"/> (88) Others
其他 | |

(please specify 請說明)

(4) Particulars of MPF Plan 強積金計劃詳情 (To be completed if applicable 於適用時填寫)

- Employer's Voluntary Contributions (Please complete the Principal MPF Scheme Voluntary Contribution Application Form (Employer))
僱主自願性供款(請填妥信安強積金計劃自願性供款申請表格(僱主))
- Transfer benefits from other scheme (Please complete the Participating Employer's Request For Fund Transfer Form (Form MPF(S)-P(E))
從其他計劃轉入權益(請填妥參與僱主資金轉移申請表(第 MPF(S)-P(E)號表格))

(5) Contribution Arrangement 供款安排(No indication will default to "Monthly" 如沒指示將預設為"每月")

- | | |
|--|---|
| <input type="checkbox"/> Monthly (i.e. first day of each calendar month to the last day of the calendar month)
每月(即每曆月的首日至最後一日) | <input type="checkbox"/> Weekly
每週 |
| <input type="checkbox"/> Semi-monthly
每半個曆月 | <input type="checkbox"/> Others (Please specify)
其他(請說明) |

(6) Method of Payment 付款方法(No indication will default to "Cheque". However, Direct Debit Authorization is enclosed but no indication will default to "Autopay" 如沒指示將預設為"支票"。然而附上直接付款授權書但沒指示則預設為"自動轉帳")

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Autopay 自動轉帳
(Please attach Direct Debit Authorization 請遞交直接付款授權書) | <input type="checkbox"/> Cheque 支票 |
|--|------------------------------------|

(7) Arrangement of Remittance Statement 供款報表安排

Please select ONE of the following. If election is not made option(a) below will be applied automatically.
請選擇以下其中一項。如沒有註明選擇，下列(a)項將自動採用。

- (a) Pre-printed Contribution Listing with relevant income of previous contribution period & contribution records listed
詳列上個供款期之有關入息及供款額的成員供款資料
- (b) e-Contribution on Principal Retirement Service Centre or submit the contribution file via electronic means to principalmpf@principal.com, and no Pre-printed Contribution is required
信安退休服務中心提供的網上易供款或以電子方式遞交供款檔案至 principalmpf@principal.com，不需要預印成員供款資料
- (c) Others 其他
(please specify 請說明)

(8) Official Receipt 正式收據 (No indication will default to "No Official Receipt is required" 如沒指示將預設為"不需要正式收據")

- | | |
|--|--|
| <input type="checkbox"/> Official Receipt is required 需要正式收據 | <input type="checkbox"/> No Official Receipt is required 不需要正式收據 |
|--|--|

Optional 選擇性 (To be completed if applicable 於適用時填寫)

The authorized officer shall provide his/her HKID/Passport copy, which shall be certified as true copy by a MPF Intermediary, an accounting professional, an estate agent, a legal professional or a Trust or Company Service Provider licensee. 授權代表須提供香港身份證/護照副本，而該文件須經由強積金中介人、會計專業人士、地產代理、法律專業人士或信託或公司服務持牌人核實為真實副本。

(9) Authorized officer 授權代表

(a) Full Name 全名 _____ Email address 電子郵箱 _____

Job Title 職銜 _____

Nationality 國籍 _____

Signature 簽署 **X** _____

(b) Full Name 全名 _____ Email address 電子郵箱 _____

Job Title 職銜 _____

Nationality 國籍 _____

Signature 簽署 **X** _____

The provision of information and other personal data by you is on a voluntary basis. However, failure to provide us with the information and other personal data as requested may result in your application/instruction not being able to be processed. The information and other personal data provided by you will only be accessed and handled by Principal Trust Company (Asia) Limited ("the Trustee and Administrator") and its affiliate(s), Principal Insurance Company (Hong Kong) Limited ("the sponsor"), Principal Investment & Retirement Services Limited ("the promoter") (collectively, "the Companies") and the relevant persons stated herein below.

The information and other personal data collected from you from time to time will be used for the purposes of: (1) processing your application for participation under Principal MPF Scheme Series 800 or Series 600 ("the Scheme"); (2) administering and managing your contributions and accrued benefits under the Scheme; (3) carrying out your instructions or responding to any enquiries given or purporting to be given by you or on your behalf; (4) direct marketing of mandatory provident fund ("MPF"), retirement schemes, MPF and retirement schemes related services and products of Principal Trust Company (Asia) Limited and its member company(ies); (5) providing MPF and retirement schemes related services; (6) maintaining statistical data and providing a database for product and market research; (7) compliance with applicable laws, regulations, guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations of financial services providers within or outside the Hong Kong Special Administrative Region ("Hong Kong"), including but not limited to the Foreign Account Tax Compliance Act and the Common Reporting Standard; and (8) any other purposes relating or incidental to the above.

Furthermore, for the purpose of automatic exchange of financial account information, such information and information regarding the account holder and any reportable account(s) may be reported by the Trustee and its member company(ies) to the Inland Revenue Department of the Government of Hong Kong ("IRD") and exchanged with the tax authorities of another jurisdiction or jurisdictions in which the account holder may be resident for tax purposes, pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112 of the Laws of Hong Kong). You shall advise us of any change in circumstances which affects the tax residency status of the account holder, and to provide us with a suitably updated self-certification form within 30 days of such change in circumstances.

You may visit the IRD website that sets out information relating to the implementation of automatic exchange of financial account information in Hong Kong: http://www.ird.gov.hk/eng/tax/dta_aeoi.htm.

Your personal data (name, contact details and account records) may be used for direct marketing of MPF products, retirement schemes, MPF and retirement schemes related services and products of the Trustee and its member company(ies) only with your consent.

Your personal data may be transferred/disclosed to the following parties (whether within or outside Hong Kong) for any of the purposes stated above: (1) any agent, contractor, third party service provider, or any company(ies) within the same group of companies to which the Trustee belongs which provides administrative, telecommunications, computer, data processing or storage, marketing, professional or other services to the Trustee in connection with their business operations; (2) any person to whom the Trustee is under an obligation to make disclosure under the requirements of any laws and regulations binding on the Trustee or any of its member company(ies) or under and for the purposes of any guidelines issued by regulatory, tax or other authorities with which the Trustee or its member companies are expected to comply; and (3) any actual or proposed assignee of the Trustee or participant or sub-participant or transferee of the rights of the Trustee in respect of you.

Under the Personal Data (Privacy) Ordinance (Cap.486 of the Laws of Hong Kong), you have a right to request access to and correction of any of your personal information held by the Companies and to request not to use your personal data for direct marketing purpose as stated above. The aforesaid requests can be made in writing to: Data Protection Officer, Principal Trust Company (Asia) Limited, 30/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon, Hong Kong. If you have any questions or wish to know more about our privacy policy, please send your enquiry to the above address or contact us at (852) 2827 1233.

閣下提供的資料及其他個人資料純屬自願性質。然而，如未能提供所需資料及其他個人資料，可能導致閣下的申請/指示不獲處理。閣下提供的資料及其他個人資料僅供信安信託(亞洲)有限公司(「受託人及管理人」)、美國信安保險有限公司(「保薦人」)及信安投資及退休金服務有限公司(「推銷商」)(統稱「公司」)及以下所指的相關人士/機構使用及處理。

向閣下所收集的資料及其他個人資料將會用作下列用途：(1) 處理閣下參與信安強積金計劃800系列或600系列(「該計劃」)的申請；(2) 處理及管理閣下於該計劃的供款及累算權益；(3) 執行閣下的指示或答覆閣下或閣下代表的查詢；(4) 直接促銷信安信託(亞洲)有限公司及其成員公司的強制性公積金(「強積金」)產品、退休計劃、強積金及退休計劃的相關服務及產品；(5) 提供強積金及退休計劃的相關服務；(6) 維持統計數據及用作產品及市場研究資料庫；(7) 遵守有關不論於香港特別行政區境內或境外的任何法律、監管、政府、稅務、執法或其他機關，或金融服務供應商的自律監管或行業組織或協會作出或發出的任何適用的法律、規則、指引或指導，包括但不限於《外國帳戶稅務合規法案》及共同匯報標準；及(8) 用作與任何上述有關的用途。

除上述以外，受託人及其成員公司可根據《稅務條例》(香港法例第112章)有關交換財務賬戶資料的法律條文，及作自動交換財務賬戶資料用途，把該等資料和關於賬戶持有人及任何須申報賬戶的資料向香港特別行政區政府稅務局(「稅務局」)申報，從而把資料轉交到賬戶持有人的稅務管轄區的稅務當局。如情況有所改變，以致影響賬戶持有人的稅務居民身分，閣下會通知本公司，並會在情況發生改變後30日內，向本公司提交一份已適當更新的自我證明表格。

閣下可參閱稅務局網站 http://www.ird.gov.hk/chi/tax/dta_aeoi.htm 以了解香港實施自動交換財務賬戶資料的詳情。

只有在閣下的同意下，閣下的個人資料(姓名、聯絡資料和戶口記錄)或會用於直接促銷本公司及其成員公司的強制性公積金的產品、退休計劃、強積金相關的服務和產品。

閣下的個人資料可能轉移/披露予以下的人士(不論在香港特別行政區內外)作為上述所載的任何用途：(1) 在業務上向受託人提供行政、電訊、電腦、數據處理或儲存、市場推廣、專業或其他任何服務的代理、承包商、第三方服務供應商或本公司所屬公司集團旗下的任何公司；(2) 就受託人或其成員公司所需遵守的法律及規則要求，或按監管機構、稅務或其他主管機構要求受託人或其成員公司需遵守的指引，受託人因有責任要向其披露的任何人士；及(3) 允許任何受託人的實際或建議承讓人或受託人所持客戶權益的分享者、再分享者、受讓人擁有有關客戶資料的權利。

根據個人資料(私隱)條例(香港法例第486章)，閣下有權要求查閱及更正該公司所持有閣下的個人資料及要求閣下的個人資料不被用作上述的直接促銷用途。上述要求可以書面形式通知保障資料主任，信安信託(亞洲)有限公司，香港九龍觀塘觀塘道392號創紀之城6期30樓，閣下如有任何疑問或欲進一步了解本公司的私隱政策，請致函到上述地址或致電(852) 2827 1233與本公司聯絡。

Signed by Employer 僱主簽署For and on behalf of the Scheme Participant
代表計劃參與者Employer's signature (with company chop)
僱主簽署(蓋上公司印鑑)**X**

Date日期

Full Name全名
(in BLOCK LETTERS以正楷填寫)

Title職銜

Nationality國籍

This Application Form/Participation Agreement must be signed by: (a) if the Employer is a Corporation, a director, the company secretary or such other *duly authorized person of such Corporation; (b) if the Employer is a Sole Proprietorship, the Sole Proprietor; or (c) if the Employer is a Partnership, any one of its partners. The signer/authorized officer shall provide his/her HKID/Passport copy, which shall be certified as true copy by a MPF Intermediary, an accounting professional, an estate agent, a legal professional or a Trust or Company Service Provider licensee.

此申請表格或同意書必須由以下人士簽署：(甲) 倘僱主為法團公司，該公司董事、公司秘書或*經公司正式授權人士；(乙)倘僱主為獨資經營，該獨資經營者；或(丙)倘僱主為合夥，任何一位合夥人。簽署人/授權代表須提供香港身份證/護照副本，而該文件須經由強積金中介人、會計專業人士、地產代理、法律專業人士或信託或公司服務持牌人核實為真實副本。

* "Duly authorized person" –requires proof of proper written authorization by the corporation (such as authorization letter signed by company directors/company secretary /partners, resolutions or minutes of the corporation) provided that the duly authorized person is only allowed to carry out general administration of the scheme. For the avoidance of doubt, such duly authorized person is not allowed to authorize another "Duly authorized person". "正式授權人士"需要提供組織發出的適當書面授權(例如：由公司董事/公司秘書/合夥人簽署的授權書、組織決議或會議記錄)。該等授權只允許正式授權人士為該計劃作一般行政管理。為免疑問，該正式授權人士不得授權另一人士為"正式授權人士"。

To be completed by MPF Intermediary 由強積金中介人填寫**1** Agent代理人Signature of Licensed MPF Intermediary
強積金中介人簽署**X**MPF Intermediaries Reg. No.
強積金中介人註冊號碼MPF Intermediary Name
強積金中介人姓名Contact Tel. No.
聯絡電話Name of Principal Intermediary
主事中介人名稱Agent/Consultant Code (if any)
營業員/顧問編號(如有)**2** Agent代理人Signature of Licensed MPF Intermediary
強積金中介人簽署**X**MPF Intermediaries Reg. No.
強積金中介人註冊號碼MPF Intermediary Name
強積金中介人姓名Contact Tel. No.
聯絡電話Name of Principal Intermediary
主事中介人名稱Agent/Consultant Code (if any)
營業員/顧問編號(如有)

Trustee & Administrator: Principal Trust Company (Asia) Limited 受託人及管理人: 信安信託(亞洲)有限公司

Sponsor: Principal Insurance Company (Hong Kong) Limited 保薦人: 美國信安保險有限公司

Promoter: Principal Investment & Retirement Services Limited 推銷商: 信安投資及退休金服務有限公司

30/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon, Hong Kong 香港九龍觀塘觀塘道392號創紀之城6期30樓

Customer Service Hotline 客戶服務熱線: (852) 2827 1233 Employer Hotline 僱主專線: (852)2251 9322 Fax 傳真: (852)2827 1707 Website 網址: www.principal.com.hk

PARTICIPATION AGREEMENT

THIS PARTICIPATION AGREEMENT is made on

BETWEEN:

- (1) **PRINCIPAL TRUST COMPANY (ASIA) LIMITED** whose registered office is at 30/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon, Hong Kong (the "Trustee"); and
- (2) The applicant, whose name and address are given in the Application Form attached hereto (the "**Scheme Participant**").

RECITALS:

- (A) The Trustee is the Trustee of the Principal MPF Scheme selected in the Application Form (the "Master Trust Scheme").
- (B) The Scheme Participant wishes to join the Master Trust Scheme for the benefit of the Scheme Participant and/or his/her employees.
- (C) The participation of the Scheme Participant shall be governed by the trust deed of the Master Trust Scheme as amended from time to time (the "Deed") and this Participation Agreement.

PROVISIONS

- 1. Unless otherwise stated, words and expressions used in this Participation Agreement shall have the meanings given to them in the Deed.
- 2. The Scheme Participant hereby participates in the Master Trust Scheme with effect from the Plan Effective Date as specified in Section 2 of the Application Form, the participation is to be governed by the terms of the Deed and this Participation Agreement.
- 3. The Scheme Participant hereby covenants with the Trustee to comply with and be bound by the provisions of the Deed and this Participation Agreement and all applicable laws and regulations.
- 4. The Scheme Participant warrants that he/she has read and fully understood the content of the MPF Scheme Brochure and the Application Form (including the Personal Information Collection Statement) and that the information contained in the Application Form and other information from time to time to be provided by the Scheme Participant in relation to contributions and as to the age, salary, length of service, benefits, Investment Elections, Switching Instruction Forms are correct in all respects.
- 5. Subject to the provisions of the Deed and this Participation Agreement, the Scheme Participant undertakes and agrees to hold the Trustee indemnified against any and all proceedings, costs, charges, liabilities and expenses occasioned by any and all actions, claims, demands or proceedings in connection with the Master Trust Scheme and his/her participation either:
 - (a) arising out of the breach by the Scheme Participant of the warranty referred to in paragraph 4; or
 - (b) as a result of any failure or omission on the part of the Scheme Participant to duly and punctually perform or observe any obligations pursuant to the Deed and this Participation Agreement or otherwise so far as they relate to the Scheme Participant and his/her Employee Members (where applicable) (whether they relate to the Scheme Participant and such Employee Members alone or together with another Scheme Participant and the Employee Members).
- 6. The Scheme Participant undertakes and agrees to pay all fees and expenses which are payable by it under the terms of the Deed and this Participation Agreement.
- 7. This Participation Agreement shall be terminated in accordance with Rule 20 of the Deed.
- 8. This Participation Agreement shall be governed by the laws of Hong Kong.

IN WITNESS whereof this Participation Agreement has been entered into the day and year first above written.

For and on behalf of the Scheme Participant

**For and on behalf of
PRINCIPAL TRUST COMPANY (ASIA) LIMITED**

X

Authorized Signature(s) with company chop

Authorized Signature(s)

Full Name & Title in print

Nationality

The Application Form/Participation Agreement must be signed by director(s), company secretary or such other duly authorized person(s) of the Employer. For Sole Proprietorship Company, need to be signed by the Sole Proprietor and for Partnership Company, need to be signed by any one of the partners. The signer / authorized officer shall provide the HKID/Passport copy, which shall be certified as true copy by a MPF Intermediary, an accounting professional, an estate agent, a legal professional or a Trust or Company Service Provider licensee.

參與協議書

本參與協議書是於 _____ 由以下雙方所簽訂

- (一) 信安信託(亞洲)有限公司(“受託人”)·香港九龍觀塘觀塘道 392 號創紀之城 6 期 30 樓及
- (二) [申請人] (“計劃參與者”) ·其名稱/姓名及註冊地址填寫在計劃之申請表格內。

引述

- (甲) 受託人乃計劃參與者於申請表內所選擇的信安強積金計劃(“集成信託計劃”)的信託人。
- (乙) 計劃參與者現欲參與集成信託計劃·為計劃參與者或其僱員成立退休保障。
- (丙) 計劃參與者的參與是由集成信託計劃所不時修改的信託契據(統稱“契據”)及本參與協議書所管限。

條款

- 一. 除另有所指外·本參與協議書所用字詞的意思均以契據為準。
- 二. 計劃參與者現參與集成信託計劃·其生效日期(計劃生效日期)已填寫在計劃之申請表格的第二部份內·並由契據及本參與協議書的條款所管限。
- 三. 計劃參與者現與受託人立約承諾遵從並受制於契據及本參與協議書的條款及適用的法律和規例。
- 四. 計劃參與者已閱畢並完全明白信安強積金計劃說明書及申請表(包括個人資料收集說明書)之內容·並保證申請表所載的資料及所有由其提供的供款資料·包括年齡、薪酬、服務年資、福利、投資選擇、更改投資選擇通知書及其他相關資料均為確實毋誤。
- 五. 計劃參與者除受制於契據及本參與協議書的限制條款外·亦同意承擔補償受託人任何及所有由於以下原因而引致與集成信託計劃或有關計劃參與者參與集成信託計劃的訴訟、索償或要求所帶來的訴訟費、費用、收費、責任及花費：
- 甲. 計劃參與者違反條款四所承諾的保證；或
- 乙. 任何由於計劃參與者疏忽或遺忘依時履行或遵守契據及本參與協議書訂定的責任或其他與計劃參與者及僱員成員相關的責任(不論單與計劃參與者及其僱員成員相關·或與其他計劃參與者及其僱員成員相關)。
- 六. 計劃參與者同意承擔支付所有按契據及本參與協議書條款而需其支付的費用及花費。
- 七. 本參與協議書可按契據內第二十條條款而終止。
- 八. 本參與協議書是受香港法律所管限。

代表計劃參與者

信安信託(亞洲)有限公司

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授權人簽署及公司蓋章

授權人簽署

簽署人姓名及職銜

國籍

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