



城市睦福有限公司
Urban Peacemaker Limited

Date	dd 日 / mm 月 / yyyy 年
日期	

DIRECT DEBIT AUTHORIZATION 直接付款授權書

Important: Please send completed form to "Urban Peacemaker Limited (Attn: Finance), Unit 119-134, G/F, Blk. 3, Kwai Shing West Estate, N.T."

重要事項: 請將填妥的表格寄交「新界葵盛西邨第3座地下119-134室 城市睦福有限公司 財務部收」

Name of Party to be Credited (The Beneficiary) 收款的一方(收款人) Urban Peacemaker Limited	Bank No. 銀行號碼 004	Branch No. 分行號碼 497	Account No. 戶口號碼 111955001
My/Our Bank Name and Branch 本人(等)的銀行及分行的名稱	Bank No. 銀行號碼	Branch No. 分行號碼	My/Our Account No. 本人(等)的戶口號碼
My/Our Name(s) as recorded on Statement/Passbook (in Block Letters) 本人(等)在結單/存摺上所紀錄的名稱 (請以英文正楷填寫)			
Contact Telephone No. 聯絡電話號碼	Maximum Limit 最高付款限額 <input type="checkbox"/> Unlimited 不設上限 Note: If blank, the debtor's bank will set as "unlimited". 注意: 如無填寫, 付款銀行會將轉帳限額設定為「不設上限」。 <input type="checkbox"/> Each Payment 每次 <input type="checkbox"/> Each Month 每月 HKD 港元		Expiry Date (day/month/year) 到期日 (日/月/年) Note: If blank, this authorisation shall have effect until further notice and Expiry Date should be greater than 3 months. 注意: 如無填寫, 此直接付款授權書將無限期有效直至另行通知及到期日必須大於三個月。
My/Our Address as recorded on Statement/Passbook 本人(等)在結單/存摺上所紀錄的地址			
Debtor Reference (fill-in by Urban Peacemaker Ltd.) 付款人編號 (由睦福填寫)		For Bank Use Only 銀行專用	
My/Our Bank Account Signature(s) 本人(等)銀行戶口簽署			
<p>1. I/We hereby authorise my/our above 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 and/or its banker and/or its banker's correspondent from time to time provided always that the amount of the transfer shall not exceed the maximum limit indicated above. For HSBC business account holders, the amount of the transfer shall not exceed (a) the maximum limit indicated above or (b) any applicable signing limit of the account signatory(ies) of the relevant business account, whichever is lower. 本人(等)現授權本人(等)的上述銀行, (根據收款人或其往來銀行及/或代理行不時給予本人(等)銀行的指示)自本人(等)的戶口內轉帳予上述收款人。惟轉帳金額不得超過以上指定的最高付款限額。滙豐企業客戶的轉帳金額不得超過(a)以上指定的最高付款限額, 或(b)企業客戶授權人的簽名權限, 以低者為準。</p> <p>2. I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer or reversal notice has been given to me/us. 本人(等)同意本人(等)的銀行毋須證實該等轉帳通知或沖銷通知是否已交予本人(等)。</p> <p>3. I/We jointly and severally accept full responsibility for any 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(等)的戶口出現透支(或令現時的透支增加), 本人(等)屬共同及個別承擔全部責任。</p> <p>4. I/We understand that I/we must maintain sufficient funds in the account one business day (before the close of branch banking hours) before the transfer date (as specified in the instructions received by my/our Bank from the beneficiary and/or its banker and/or its banker's correspondent from time to time) for the transfer authorised herein. I/We agree that should there be insufficient funds in my/our account to meet any transfer authorised herein, my/our Bank will be entitled, at its absolute discretion, not to effect such a transfer in which event the Bank may levy its usual charges and may cancel this authorisation at any time without notification to me/us. For the avoidance of doubt, the Bank may cancel this authorisation at its sole discretion at any time without prior notice. 本人(等)明白本人(等)須在指定的轉帳日期(即根據本人(等)的銀行從收款人或其往來銀行及/或代理行不時收到的指示)到一個營業日(分行辦公時間內), 在戶口內備有足夠款項以便支付該等授權轉帳。本人(等)並同意如本人(等)的戶口並無足夠款項支付該等授權轉帳, 本人(等)的銀行有絕對酌情權不予轉帳, 且本人(等)的銀行可收取慣常的收費, 並可隨時取消該等授權轉帳且毋須通知本人(等)。為避免疑問, 本人(等)的銀行可隨時自行決定取消該等授權轉帳且毋須通知本人(等)。</p> <p>5. This direct debit authorisation shall have effect until further notice or until the expiry date written above (whichever shall first occur). I/We agree that if no transaction is performed on my/our account under such authorisation for a continuous period of 30 months, my/our Bank reserves the right to cancel the direct debit arrangement without prior notice to me/us, even though the authorisation has not expired or there is no expiry date for the authorisation. 本直接付款授權書將繼續生效直至另行通知為止或直至上列到期日為止(以兩者中最早的日期為準)。本人(等)同意如本人(等)已設立的直接付款授權的戶口連續三十個月內未有根據本授權而作出過賬的紀錄, 本人(等)的銀行保留權利取消本直接付款安排而毋須另行通知本人(等), 即使本授權書並未到期或未有註明授權到期日。</p> <p>6. 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(等)同意, 本人(等)取消或更改本授權書的任何通知, 須於取消/更改生效日最少兩個工作天前交予本人(等)的銀行。</p> <p>7. The Bank may charge an instruction setup/amendment fee from my/our account stated above in accordance with the rates as specified by the Bank from time to time. 本人(等)的銀行可根據不時規定之收費, 向本人(等)的上述戶口收取設立/更改指示之費用。</p>			

Please tick ✓ in the box ☐ 請在方格 ☐ 內加上剔✓號

Fields marked * are required 必須填寫標有星號*的欄位

^ Please delete as appropriate 請刪去不適用者

Donor's Information 捐款者資料

<input type="checkbox"/> Donation in Personal Name	Name* (^ Mr/Ms/Others: _____) _____ (Eng)
以個人名義捐款	姓名* (^ 先生/女士/其他: _____) _____ (中文)
<input type="checkbox"/> Donation in Organization Name	Name of Contact Person* (^ Mr/Ms/Others: _____) _____ (Eng)
以機構名義捐款	聯絡人姓名* (^ 先生/女士/其他: _____) _____ (中文)
Name of Donor Organization 捐款機構名稱* _____	

Contact No. 聯絡電話* _____ Email Address 電郵地址* _____

Postal Address 郵寄地址* _____

Donation Receipt 捐款收據 (For monthly donations, an official receipt will be issued annually. 每月捐款的正式收據將會總結年度總數一併發出。)

<input type="checkbox"/> Please issue donation receipt 請發出捐款收據	Name on receipt 捐款收據芳名: _____ (If different from donor's name 如與捐款者不同) _____
<input type="checkbox"/> No donation receipt is required 不需要捐款收據	

Personal Information Collection Statement 收集個人資料聲明

(Please turn over. 請見背頁。)

Besides, we would like to keep you updated with our organization's latest news, service promotions, appeals for donations, invitations to activities/trainings/voluntary work, etc. Therefore, we intended to use your contact information held by us to furnish such information to you. However, we cannot so use your personal data without your consent. If you do not agree to our using of your personal data for these service promotion purposes, please indicate your objection to receiving direct marketing materials by putting a ✓ mark (check mark) on the relevant part of the form.

此外, 本機構擬向閣下提供有關本機構的動向、服務推廣、呼籲捐款、作活動/訓練/義務工作邀請等資訊。屆時將需要使閣下存於本機構之聯絡資料與閣下通訊。但除非已得到閣下同意, 否則本機構不可如此使用閣下的個人資料。倘若閣下不同意本機構使用閣下的個人資料作相關的服務推廣用途, 請在表格內的有關部分加上✓號(剔號), 以表示反對收取直接促銷資料。

Please sign at the end of this statement to indicate your agreement to such use. Should you find such use of your personal data not acceptable, please indicate your objection before signing by ticking the box below.
請在本文最後部份表示你同意如此使用你的個人資料。如你不同意, 請在以下空格加上「✓」號, 然後簽署。

☐ The donor named objects to the proposed use of his/her personal data in direct marketing.
本人(姓名如上所示)反對使用個人資料於擬作出的直接促銷。

Signature 簽署*: _____

Date 日期*: _____ (dd 日/mm 月/yyyy 年)

Personal Information Collection Statement

"Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance ("PDPO"), Cap. 486, which includes your name, contact information, address and bank account information, etc.

Your Personal Data will be used to process your application to the bank to make donations to us by Auto-Pay, as well as for our contacting you, provide information about us, issuance of donation receipts and other matters. The provision of Personal Data in the form is voluntary, except those items clearly marked as mandatory. If you do not provide the said Personal Data, we may not be able to process your donation to us through Auto-Pay and the corresponding follow up works. To achieve the above purposes, your Personal Data will be transferred to any agent, contractor or third party service provider that provides administrative, telecommunications, computer, collection/payment or other data processing services in connection with the company's business operations. Urban Peacemaker Limited will transfer your Personal Data if we are legally obligated to do so or at the request of law enforcement agencies or regulatory authorities.

Personal Data collected through this form will be retained for record-keeping, verification and notification purposes for as long as necessary to achieve the above-stated purposes or any directly related purposes.

You have the right to request access to and/or correction and/or delete your Personal Data in accordance with the provisions of the PDPO and other applicable data protection laws. Any such request for access to, correction and/or deletion of personal data, and requests to withdraw consent (if applicable), must be made in writing through one of the following channels:

By mail to: Urban Peacemaker Limited, Unit 119-134, Block 3, Kwai Shing West Estate, Kwai Chung, New Territories. (Attn. Data Privacy Officer)

- or -

Email to: personaldataprivacy@peacemaker.org.hk

(Note: For inquiries or modification requests related to the making of donations or issuance of donation receipts, please contact the Finance Department of the Urban Peacemaker Limited.)

收集個人資料聲明

本聲明中所指的「個人資料」相等於《個人資料 (私隱) 條例》(第 486 章) (私隱條例) 的「個人資料」, 當中包括閣下的姓名、聯絡資料、地址及銀行帳戶資料等。

閣下所提供的個人資料會用以處理閣下向銀行申請以自動轉帳方式向我們作出捐助, 及我們與閣下聯絡、提供本機構資訊、並發出捐款收據等各項事宜。閣下是自願向本機構提供上述的個人資料, 但若註明是必須填寫的項目則屬例外。倘若閣下並無提供上述個人資料, 我們可能無法處理閣下以自動轉帳方式向我們作出捐助及後續跟進等事宜。為達致上述目的, 閣下的個人資料會被轉移給任何提供與本機構業務運作有關的行政、電訊、電腦、收/付款或其他資料處理服務的代理人、承包商或第三者服務供應商。若法律規定或應執法機關或監管部門的要求, 城市睦福有限公司會轉移閣下的個人資料。於此表格被收集的個人資料將會於為達致上述資料用途或任何直接相關用途所需的時間內被保存作記錄、查證及通知用途。閣下有權根據私隱條例及其他適用的資料保障法律, 查閱、更正及/或刪除相關的個人資料。任何有關查閱、更正及/或刪除個人資料的要求, 以及撤銷同意的要求 (如適用), 均須以書面方式透過以下其中一種途徑提出:

郵寄至: 葵涌葵盛西邨 3 座地下 119-134 室 城市睦福有限公司 資料私隱主任收 - 或 -

電郵至: personaldataprivacy@peacemaker.org.hk

(註: 如果是與捐款或收據等安排的查詢或改動要求, 請聯絡城市睦福有限公司 財務部。)