

August 2023

## **Your HSBC MPF account**

Dear Customer

Thank you for choosing HSBC MPF services. In order to maintain a complete and proper record of your MPF account, we would be grateful if you could provide us the relevant information by completing the reply slip on the back-page of this letter for our updating.

If you are also a Personal Account Holder or Self-employed Person Account Holder or Tax Deductible Voluntary Contributions Account Holder or Flexi-Contributions Account Holder or having flexi-contributions in your current employee account, please provide us with a certified true copy<sup>1</sup> of your HKID card, if this was not previously provided. If you are NOT a holder of a HKID card, please provide a certified true copy<sup>1</sup> of your Passport.

If you wish to change your other personal details and/or correspondence address, please notify us by submitting the "Personal Details Change Form" (IN91) separately. The form can be downloaded from HSBC MPF website at [www.hsbc.com.hk/mpf](http://www.hsbc.com.hk/mpf). If you have applied for the full access to HSBC Online Banking service with a security device or mobile security key, you can change your contact details such as correspondence address, contact number and email address via HSBC Online Banking. You can also change your mobile number and email address via HSBC HK Mobile Banking app.

Please disregard this letter if there is no update on the relevant information or you have already submitted the related information or documents to us.

Should you have any queries, please contact our HSBC MPF Member Hotline on **(852) 3128 0128**.

Yours faithfully

Pension Administration

(This is a computer-generated letter; a signature is not required.)

<sup>1</sup> Certified true copies should be certified by any of the following personnel:

- A certified public accountant/lawyer/banker/notary public acceptable to entities of HSBC Group; or
- A member of Hong Kong Institute of Chartered Secretaries (HKICS); or
- A MPF specialist at HSBC designated branches – You may bring along your HKID card/Passport to any one of HSBC designated branches for verification purpose. For the information about the HSBC designated branches, please visit [www.hsbc.com.hk/mpf](http://www.hsbc.com.hk/mpf).

## **你的滙豐強積金賬戶**

親愛的客戶：

多謝選用滙豐強積金服務。為確保你的強積金賬戶紀錄完整，現懇請你提供於背頁回覆函上的有關資料，以便我們更新紀錄。

如你亦同時擁有個人賬戶或自僱人士賬戶或可扣稅自願性供款賬戶或靈活供款賬戶或於成員賬戶內有靈活供款，若以往未曾提供，請提供你的香港身分證之認證副本<sup>1</sup>。如你非持有有效的香港身分證，請提供你的護照之認證副本<sup>1</sup>。

如欲更改你的其他個人資料及／或通訊地址，請另行遞交「更改個人資料表格」(IN91)以通知我們。你可於滙豐強積金網頁 [www.hsbc.com.hk/mpf](http://www.hsbc.com.hk/mpf) 下載此表格。閣下如已申請了滙豐網上理財全面服務及擁有保安編碼器或流動保安編碼，可透過滙豐網上理財更改你的聯絡資料例如通訊地址、聯絡電話及電郵地址。你亦可透過香港滙豐流動理財應用程式更改你的聯絡電話及電郵地址。

如你無需就有關資料作出更新或已遞交上述有關資料或文件，則毋須理會此函。

如有任何查詢，請致電滙豐強積金成員熱線 **(852) 3128 0128**。

退休金行政部 謹啟

(電腦編印函件不需簽署。)

2023年8月

<sup>1</sup>提交認證副本可經由下列人士核證：

- 任何滙豐集團成員認可的執業會計師／律師／往來銀行／公證人；或
- 任何香港特許秘書公會會員；或
- 指定滙豐分行強積金職員 – 你可攜同你的香港身分證／護照親臨任何一間指定滙豐分行，以便我們核實你的身分。查詢指定滙豐分行詳情，請瀏覽 [www.hsbc.com.hk/mpf](http://www.hsbc.com.hk/mpf)。

**The Hongkong and Shanghai Banking Corporation Limited**

**香港上海滙豐銀行有限公司**

PO Box 73770, Kowloon Central Post Office, Kowloon, Hong Kong  
九龍中央郵政信箱73770號



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### Reply Slip 回覆函

To : Pension Administration  
Address : The Hongkong and Shanghai Banking Corporation Limited  
PO Box 73770, Kowloon Central Post Office

#### Personal Details 個人資料

Scheme ID/Employer ID  
計劃編號／僱主編號 : \_\_\_\_\_

Full name  
全名 : \_\_\_\_\_  
(Same as that shown on your HKID card/Passport與香港身分證／護照上的姓名相同)

HKID/Passport no.  
香港身分證號碼／護照號碼 : \_\_\_\_\_

Nationality (Country/Region)  
國籍(國家／地區) : \_\_\_\_\_

Mobile Phone no.  
手提電話 : \_\_\_\_\_

Email address  
電郵地址 : \_\_\_\_\_

Above personal details will automatically be used to update ALL your accounts maintained with HSBC MPF under the HKID/Passport number. 以上的個人資料將用作自動更新以閣下香港身分證／護照號碼登記的所有滙豐強積金賬戶。

\_\_\_\_\_  
Signature 簽署

\_\_\_\_\_  
Date 日期

(This signature must be the same as your previous specimen submitted to us. Otherwise, this instruction may not be processed. If you wish to change or if you have forgotten your signature specimen, please complete the form 'Change of Member Signature Specimen' (IN92). 此簽名須與你之前遞交予我們的式樣相同，否則本指示可能不獲處理。如你欲更改或已忘記簽署式樣，請填寫「成員更改簽名式樣」表格 (IN92)。)