

**AIA Pension and Trustee Co. Ltd.**

(Incorporated in the British Virgin Islands)  
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Hong Kong

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Interactive Website : www.mpf-aijaf.com (MPF)  
: www.aiaprovidentfunds.com (ORSO)

**Please note 請注意:**

Please use **BLOCK LETTERS** for completion of this Form.  
請用正楷填寫本表格。

Please read the explanatory notes on page 3 carefully  
before completing this Form.

填報本申請表前，請先細讀第四頁之填報須知。

Definition of terms is provided at Note 3.

用詞定義載於註 3。

Delete as inappropriate where marked with “\*”.

請於 “\*” 項目刪去不適用者。

Please insert “N.A.” if not applicable.

請在不適用處填上「不適用」。

**MANDATORY PROVIDENT FUND SCHEMES ORDINANCE (CAP. 485)**

《強制性公積金計劃條例》(第 485 章)

(“the Ordinance”) (「條例」)

**SCHEME MEMBER'S REQUEST FOR FUND TRANSFER FORM** <sup>Note 2</sup>

計劃成員資金轉移申請表<sup>註 2</sup>

Upon completion of this Form, a scheme member should give this **originally signed** Form to:

- (a) **Transferor trustee**: For election to have the benefits retained in the current master trust scheme.  
(b) **New employer**: For election to have the benefits transferred to the contribution account in which the new employer is participating. The new employer should then give written notice of the election to the transferee trustee concerned.  
(c) **Transferee trustee**: For election to have the benefits transferred to another master trust scheme or industry scheme elected by the scheme member.

計劃成員填妥本表格後，應把**親筆簽署**之表格交回：

- (a) **轉移受託人**：適用於把權益保留在現行集成信託計劃的選擇。  
(b) **新僱主**：適用於把權益轉移至新僱主參與的供款賬戶內的選擇。新僱主隨後應給予有關承轉受託人該選擇的書面通知。  
(c) **承轉受託人**：適用於把權益轉移至計劃成員選擇的另一集成信託計劃或行業計劃的選擇。

**SECTION I – DETAILS OF THE SCHEME MEMBER****第 I 部 – 計劃成員資料**

(1) Name of the Scheme Member (*same as HKID Card / Passport*)

計劃成員姓名 (與香港身份證/護照相同): \_\_\_\_\_

(2) Hong Kong Identity (HKID) Card / Passport\* Number <sup>Note 4</sup> of the Scheme Member

計劃成員香港身份證/護照\*號碼<sup>註 4</sup>: \_\_\_\_\_

(3) Correspondence Address 通訊地址:

Flat / Room 單位/室	Floor 樓	Block 座數	Name of building 大廈名稱
Street no. 街道號碼			Name of street 街道名稱
Name of district 區域		Hong Kong / Kowloon / N.T.* 香港/九龍/新界*	

(4) Telephone No. 電話號碼: (a) Home 住宅: \_\_\_\_\_

(b) Mobile / Pager 流動電話/傳呼機: \_\_\_\_\_

(5) Facsimile No. 傳真號碼: \_\_\_\_\_

**SECTION II – FUND TRANSFER INFORMATION****第 II 部 – 資金轉移資料**

Details of the account from which accrued benefits derived from mandatory contributions are to be transferred (relevant information can be found on the Notice of Acceptance / Membership Certificate / Annual Benefit Statement issued by the “Transferor trustee”):-

就要求轉移由強制性供款衍生的累算權益所屬的賬戶資料 (有關資料可參閱由「轉移受託人」所發出之確認函/成員證明書/周年權益報表): -

Name of the Trustee 受託人名稱: \_\_\_\_\_

Name of the Scheme 計劃名稱: \_\_\_\_\_

Plan Number 計劃編號: \_\_\_\_\_

Scheme Member's Account Number 計劃成員賬戶編號: \_\_\_\_\_

Last day of Employment\* (*if applicable*)

最後在職日期\* (*如適用*): \_\_\_\_\_ (ccyy/mm/dd 年/月/日)

Last day of self-employment (*for Self-employed Person only*)

最後自僱日期 (*只適用於自僱人士*): \_\_\_\_\_ (ccyy/mm/dd 年/月/日)

\* For reference only. Subject to the trustee's discretion, information may be used only if the relevant information has not been provided by the Employer.  
只供參考。如僱主並未能提供相關資料，在需要的情況下，受託人或會考慮以所示資料作適當處理。

美國友邦退休金管理及信託有限公司

(於英屬維爾京群島註冊成立)

香港鯉魚涌英皇道九七九號太古坊康和大廈五樓

## SECTION III – FUND TRANSFER OPTIONS

### 第 III 部 – 轉移資金的選擇

#### (1) Fund transfer options <sup>note 5</sup>

轉移資金的選擇 <sup>註5</sup>

I elect to have the accrued benefits derived from mandatory contributions / minimum MPF benefit in my account stated in Section II above transferred as follows: **(please ✓ one appropriate box only)**

本人選擇把以上第 II 部所註明的本人賬戶內由強制性供款/最低強制性公積金利益衍生的累算權益作出以下的轉移: **(只可作一項選擇; 並請在適用的方格內填上 ✓ 號)**

- (a) To my account with my new employer  
轉移至本人新僱主就本人開立的賬戶

Name of New Employer 新僱主名稱: \_\_\_\_\_

New Employer's Participation Number <sup>Note 6</sup> 新僱主參與編號 <sup>註6</sup>: \_\_\_\_\_

Name of the Trustee 受託人名稱: \_\_\_\_\_

Name of the Scheme 計劃名稱: \_\_\_\_\_

Scheme Member's Account Number <sup>Note 7</sup> 計劃成員賬戶編號 <sup>註7</sup>: \_\_\_\_\_

- (b) To my existing / a new\* account in a master trust scheme / industry scheme\*  
轉移至本人在集成信託計劃 / 行業計劃\*內的現有 / 新\*賬戶

Name of the Trustee 受託人名稱: \_\_\_\_\_

Name of the Scheme 計劃名稱: \_\_\_\_\_

Scheme Member's Account Number <sup>Note 7</sup> 計劃成員賬戶編號 <sup>註7</sup>: \_\_\_\_\_

- (c) Retained in the current scheme  
保留在現有計劃

Please note: 1. For transfer of accrued benefits, other than to Deferred Member Account of the same Master Trust Scheme, Member's holdings will be redeemed at prices on the redemption date.

2. If no transfer option is being selected, the accrued benefits will be retained in the Deferred Member Account of the current scheme.

請注意: 1. 就轉移累算權益至另一賬戶(除轉移至同一集成信託計劃之遞延成員賬戶外), 成員持有之權益/基金單位將會以贖回日之價格結算。

2. 如成員沒有作出選擇, 其累算權益將會保留在現有計劃之遞延成員賬戶內。

#### (2) Are there any voluntary contributions (including any transferred-in non-preserved funds)? **(please ✓ the appropriate box)**

賬戶內有沒有自願性供款(包括任何轉入之非保留基金)? **(請在適用的方格內填上 ✓ 號)**

Yes 有

No **(please skip item (3) below)** 沒有 **(請跳至以下第(4)項)**

Remark: Please note that if no indication is made in item (2), the Trustee's records will be taken.

備註: 請注意, 如成員未於第(2)項作出指示, 將以受託人之記錄為據。

#### (3) I elect to have the accrued benefits derived from voluntary contributions: **(please ✓ the appropriate box)**

本人選擇把由自願性供款衍生的累算權益作出以下安排: **(請在適用的方格內填上 ✓ 號)**

- (a) handle in the same way as those derived from mandatory contributions  
以處理強制性供款衍生的累算權益的同樣方式處理

- (b) withdrawn in accordance with the governing rules of the scheme and to be paid by cheque  
根據計劃的管理規則提取權益並以支票支付

Remark: Please note that if there are voluntary contributions and no option is being selected in item (3), the arrangement for the accrued benefits derived from voluntary contributions will be the same as that of mandatory contributions.

備註: 請注意, 如成員未於第(3)項作出任何選擇, 自願性供款衍生的累算權益將與強制性供款安排相同。

#### (4) I hereby attach a photocopy of my HKID Card / Passport for verification of the relevant identification document number so that I do not need to present my HKID Card / Passport in person for verification.

本人現附上香港身份證/護照的副本以供核實本人的有關身份證明文件號碼。本人因此無須為受託人的核對工作親身出示香港身份證/護照。

## SECTION IV – DECLARATION

### 第 IV 部 – 聲明

I declare that to the best of my knowledge and belief, the information given in this Form / and its attachment\* is correct and complete. <sup>#</sup>

本人聲明, 本人深知確信本表格 / 及隨附文件\*所提供的資料均屬正確無訛且並無缺漏。 <sup>#</sup>

Signature of the Scheme Member **(must be the same as the record filed with the "Transferor trustee")**  
計劃成員簽署 **(式樣必須與已備存於「轉移受託人」之記錄相符)**

Date (ccyy/mm/dd)  
日期 (年/月/日)

(Please see procedures to be followed at Note 9 after completion of this Form.)

(計劃成員填妥本表格後, 請參閱註9以了解遞表安排。)

<sup>#</sup> Warning: Section 43E of the Ordinance makes it an offence punishable with a maximum of 1 year imprisonment for the first occasion and 2 years' imprisonment on each subsequent occasion for a person who makes a false or misleading statement in a material respect.

注意: 條例第 43E 條訂明, 任何人士如在要項上作出虛假或具誤導性的陳述, 即屬犯罪。首次定罪者, 最高刑罰可判監禁一年; 其後每次定罪者, 最高刑罰可判監禁兩年。

## Explanatory Notes on Scheme Member's Request for Fund Transfer Form [Form MPF(S)-P(M)]

- (1) The information and data provided in this Form can be used by the approved trustees concerned and the Mandatory Provident Fund Schemes Authority (MPFA) in activities relating to the processing of the transfer and may be disclosed to other parties for such purposes.
- (2)
  - (a) This form should be used when a scheme member wishes to transfer his/her accrued benefits:
    - (i) from an MPF registered scheme to another MPF registered scheme; or
    - (ii) from an account in an MPF registered scheme to another account in the same scheme.
  - (b) For ease of processing, a scheme member is required to fill in a separate Form MPF(S)-P(M) for each account from which funds are to be transferred.
  - (c) For each account, a scheme member should transfer the entirety of his/her accrued benefits therein in a lump sum.
- (3) Definition of terms:
  - (a) "Contribution account" – an account into which mandatory contributions and/or voluntary contributions are paid in respect of a current employment or current self-employment.
  - (b) "Deferred Member Account (also known as Preserved Account)" – an account in which accrued benefits in respect of any former employment or former self-employment of a scheme member are held.
  - (c) "Former employee" – an employee who has just ceased his/her employment.
  - (d) "Former self-employed person" – a person who has just ceased self-employment.
  - (e) "A transferor trustee" – the trustee of a scheme from which the accrued benefits of a member are to be transferred in accordance with the member's election, whether to another registered scheme or to another account within the same scheme.
  - (f) "A transferee trustee" – the trustee of a scheme to which the accrued benefits of a member are to be transferred in accordance with the member's election.
- (4) Scheme members should give their passport numbers ONLY when they do NOT possess HKID Cards.
- (5) Different types of account holders have different transfer options. An applicant may check the list below to see the transfer options available to him/her:

### I. CONTRIBUTION ACCOUNTS

#### A. Transfer options for a contribution account holder who is a **FORMER EMPLOYEE**

- (1) For a contribution account in an employer sponsored scheme, the former employee may elect to transfer to:
  - (a) an account in a master trust scheme nominated by himself/herself; **or**
  - (b) an existing account of the former employee in an industry scheme; **or**
  - (c) (if the former employee is subsequently employed by a new employer,) the contribution account of the scheme in which the new employer is participating in relation to him/her. However, once the accrued benefits are transferred into the contribution account, the benefits cannot be transferred again until cessation of employment with the new employer.
- (2) For a contribution account in a master trust scheme, the former employee may elect to transfer to:
  - (a) another account in the same scheme (i.e. retained in the current scheme); **or**
  - (b) an account in another master trust scheme nominated by himself/herself; **or**
  - (c) an existing account of the former employee in an industry scheme; **or**
  - (d) (if the former employee is subsequently employed by a new employer,) the contribution account of the scheme in which the new employer is participating in relation to him/her. However, once the accrued benefits are transferred into the contribution account, the benefits cannot be transferred again until cessation of employment with the new employer.
- (3) For a contribution account in an industry scheme, the former employee may elect to transfer to:
  - (a) an account in a master trust scheme nominated by himself/herself; **or**
  - (b) an existing account of the former employee in another industry scheme; **or**
  - (c) (if the former employee is subsequently employed by a new employer,) the contribution account of the scheme in which the new employer is participating in relation to him/her. However, once the accrued benefits are transferred into the contribution account, the benefits cannot be transferred again until cessation of employment with the new employer.

If the former employee wishes to retain his/her accrued benefits in the industry scheme, he/she does not need to fill in this Form for transfer.

#### B. Transfer options for a contribution account holder who is a **SELF-EMPLOYED PERSON OR FORMER SELF-EMPLOYED PERSON**

- (1) For a contribution account in a master trust scheme, the self-employed person or former self-employed person may elect to transfer to:
  - (a) an account in another master trust scheme nominated by himself/herself; **or**
  - (b) an existing account of the person in an industry scheme; **or**
  - (c) an account in an industry scheme to which the person is eligible to belong; **or**
  - (d) (if the person is a former self-employed person and is subsequently employed by a new employer,) the contribution account of the scheme in which the new employer is participating in relation to the person. However, once the accrued benefits are transferred into the contribution account, the benefits cannot be transferred again until cessation of employment with the new employer.
- (2) For a contribution account in an industry scheme, the self-employed person or former self-employed person may elect to transfer to:
  - (a) an account in a master trust scheme nominated by himself/herself; **or**
  - (b) an existing account of the person in another industry scheme; **or**
  - (c) an account in another industry scheme to which the person is eligible to belong; **or**
  - (d) (if the person is a former self-employed person and is subsequently employed by a new employer,) the contribution account of the scheme in which the new employer is participating in relation to the person. However, once the accrued benefits are transferred into the contribution account, the benefits cannot be transferred again until cessation of employment with the new employer.

### II. DEFERRED MEMBER ACCOUNTS

Any member of a master trust scheme or an industry scheme may elect to have the accrued benefits held in a deferred member account of the member in the scheme transferred to another scheme to which the member is eligible to belong by giving this Form to the transferee trustee concerned.

- (6) The participation number is the number printed on the participation certificate issued by the MPFA to the participating employer.
- (7) Leave it blank if a member has newly joined the scheme and is not aware of the account number for his/her new account.
- (8) If necessary, scheme member may seek assistance from the approved trustee of his/her scheme or the MPFA.
- (9) Upon completion of this Form, a scheme member should give this **originally signed** Form to:
  - (a) **Transferor trustee**: For election to have the benefits retained in the current master trust scheme.
  - (b) **New employer**: For election to have the benefits transferred to the contribution account in which the new employer is participating. The new employer should then give written notice of the election to the transferee trustee concerned.
  - (c) **Transferee trustee**: For election to have the benefits transferred to another master trust scheme or industry scheme elected by the scheme member.

## 計劃成員資金轉移申請表 [第 MPF(S)-P(M) 號表格] 填報須知

- (1) 本申請表所載資料及數據可供有關的核准受託人及強制性公積金計劃管理局(積金局)作處理轉移的用途，並可為此用途向其他人士披露。
- (2) (a) 本表格供擬把累算權益：  
(i) 由一個強積金註冊計劃轉移至另一個強積金註冊計劃；或  
(ii) 由一個強積金註冊計劃內的賬戶轉移至同一計劃內的另一個賬戶的計劃成員使用。  
(b) 為便處理申請，計劃成員須就每個擬移走資金的賬戶填寫一份第 MPF(S)-P(M) 號表格。  
(c) 就每一個擬移走資金的賬戶，計劃成員應以整筆款項的形式轉移權益的全數。
- (3) 用詞定義：  
(a) 「供款賬戶」 - 指強制性供款及/或自願性供款就現時受僱工作或現時自僱工作而支付入內的賬戶。  
(b) 「遞延成員賬戶(或稱之為保留賬戶)」 - 指就計劃成員的任何以往受僱工作或以往自僱工作而保存累算權益的賬戶。  
(c) 「前任僱員」 - 指剛被終止受僱的僱員。  
(d) 「前任自僱人士」 - 指剛終止自僱的人士。  
(e) 「轉移受託人」 - 指計劃的受託人，而該計劃的某成員的累算權益是按照該成員所作的選擇而轉移至另一註冊計劃或同一計劃的另一賬戶內。  
(f) 「承轉受託人」 - 指計劃的受託人，而該計劃的某成員的累算權益是按照該成員的選擇而轉移至該計劃。
- (4) 計劃成員只應在沒有香港身份證的情況下才填報護照號碼。
- (5) 不同類別的賬戶持有人可作不同的轉移選擇。申請人可參考下文，以查證可作出的選擇：
- I. 供款賬戶**
- A. 屬前任僱員的供款賬戶持有人可作的轉移選擇**
- (1) 就僱主營辦計劃內的供款賬戶而言，前任僱員可選擇把累算權益轉移至：  
(a) 他/她所指定的某集成信託計劃內的賬戶；或  
(b) 他/她在某行業計劃內的現有賬戶；或  
(c) (如前任僱員其後受僱於新僱主，則)新僱主就他/她而參與的計劃內的供款賬戶。不過，當累算權益轉移至此供款賬戶後，他/她在終止受僱於新僱主前，再不能將權益轉移。
- (2) 就集成信託計劃內的供款賬戶而言，前任僱員可選擇把累算權益轉移至：  
(a) 同一計劃內另一賬戶(即保留在現有計劃內)；或  
(b) 他/她所指定的另一集成信託計劃內的賬戶；或  
(c) 他/她在行業計劃內的現有賬戶；或  
(d) (如前任僱員其後受僱於新僱主，則)新僱主就他/她而參與的計劃內的供款賬戶。不過，當累算權益轉移至此供款賬戶後，他/她在終止受僱於新僱主前，再不能將權益轉移。
- (3) 就行業計劃內的供款賬戶而言，前任僱員可選擇把累算權益轉移至：  
(a) 他/她所指定的某集成信託計劃內的賬戶；或  
(b) 他/她在另一行業計劃內的現有賬戶；或  
(c) (如前任僱員其後受僱於新僱主，則)新僱主就他/她而參與的計劃內的供款賬戶。不過，當累算權益轉移至此供款賬戶後，他/她在終止受僱於新僱主前，再不能將權益轉移。  
如前任僱員擬把累算權益保留在行業計劃內，便無須填報本轉移權益的表格。
- B. 屬自僱人士或前任自僱人士的供款賬戶持有人可作的轉移選擇**
- (1) 就集成信託計劃內的供款賬戶而言，自僱人士或前任自僱人士可選擇把累算權益轉移至：  
(a) 他/她所指定的另一集成信託計劃內的賬戶；或  
(b) 他/她在某行業計劃內的現有賬戶；或  
(c) 他/她有資格加入的行業計劃內的賬戶；或  
(d) (如屬前任自僱人士並其後受僱於新僱主，則)新僱主就他/她而參與的計劃內的供款賬戶。不過，當累算權益轉移至此供款賬戶後，他/她在終止受僱於新僱主前，再不能將權益轉移。
- (2) 就行業計劃內的供款賬戶而言，自僱人士或前任自僱人士可選擇把累算權益轉移至：  
(a) 他/她所指定的集成信託計劃內的賬戶；或  
(b) 他/她在另一行業計劃內的現有賬戶；或  
(c) 他/她有資格加入的另一行業計劃內的賬戶；或  
(d) (如屬前任自僱人士並其後受僱於新僱主，則)新僱主就他/她而參與的計劃內的供款賬戶。不過，當累算權益轉移至此供款賬戶後，他/她在終止受僱於新僱主前，再不能將權益轉移。
- II. 遞延成員賬戶**  
集成信託計劃或行業計劃的任何成員，如欲選擇將其於該計劃遞延成員賬戶內持有的累算權益，轉移至他/她有資格加入的另一計劃內，可填妥本表格並交予有關承轉受託人。
- (6) 參與編號指積金局發給參與僱主的參與證明書上的編號。
- (7) 如計劃成員因新加入計劃而未知悉新賬戶的編號，可留空不填。
- (8) 如有需要，計劃成員可向所參與計劃的核准受託人或積金局求助。
- (9) 計劃成員填妥本表格後，應把親筆簽署之表格交回：  
(a) 轉移受託人：適用於把權益保留在現行集成信託計劃的選擇。  
(b) 新僱主：適用於把權益轉移至新僱主參與的供款賬戶內的選擇。新僱主隨後應給予有關承轉受託人該選擇的書面通知。  
(c) 承轉受託人：適用於把權益轉移至計劃成員選擇的另一集成信託計劃或行業計劃的選擇。