

永明彩虹強積金計劃 - 基於已達到 65 歲退休年齡或提早退休的理由而申索強積金累算權益(權益)的表格 [第 MPF(S)-W(R)號表格]



**SUN LIFE RAINBOW MPF SCHEME – CLAIM FORM FOR PAYMENT OF MPF ACCRUED BENEFITS (BENEFITS) ON GROUNDS OF ATTAINING THE RETIREMENT AGE OF 65 OR EARLY RETIREMENT [MPF(S)-W(R)]**

**重要事項 Important Notes:**

1. 本表格僅供擬基於已達到 65 歲退休年齡或提早退休的理由提出申索，要求從一個強積金註冊計劃（計劃）提取權益的人士填報。若基於提早退休的理由提出申索，計劃成員必須達到 60 歲，並已永久性地終止所有受僱及自僱工作，且無意再次受僱或自僱。若基於其他理由申索權益，請填寫第 MPF(S)-W(O)號表格。This Form is to be completed by any person who wishes to claim for payment of benefits from an MPF registered scheme (scheme) on the grounds of attaining the retirement age of 65 or early retirement only. For a claim made on the grounds of early retirement, the scheme member must reach the age of 60 and has permanently ceased all employment and self-employment with no intention of becoming employed or self-employed again. For a claim for payment of benefits on other grounds, please use Form MPF(S) – W(O).
2. 如申索人 / 計劃成員擬從多於一個計劃提取權益，須就每個計劃填寫一份表格。If the claimant/scheme member wishes to withdraw benefits from more than one scheme, please fill in a separate form for each scheme.
3. 請把填妥的表格及所需證明文件交予有關計劃的受託人，以便處理有關申索。若提供的任何資料不正確或不完整，有關的受託人可能無法處理你的申請。Please submit the completed form and the required supporting documents to the trustee of the scheme concerned for processing the claim. If any information provided is incorrect or incomplete, the relevant trustee may not be able to process your request.
4. 請用正楷填寫此表格。Please use BLOCK LETTER to complete this Form.
5. 填寫本表格前，請先細讀填報須知（第五部分）及重要資料（第六部分）。Please read the explanatory notes (Section V) and important notes (Section VI) carefully before completing this Form.
6. 就此項申索權益申請提供的個人資料，將用作處理你的申索。你提供的個人資料可能會為該目的而轉交相關服務提供者及政府或規管機構，包括強制性公積金計劃管理局（管理局）。The personal data to be supplied in support of this claim for payment of benefits are to be used for processing your claim. The personal data you supply may, for such purpose, be transferred to the relevant service provider(s) and the government or regulatory bodies including the Mandatory Provident Fund Schemes Authority (Authority).

**第一部分 SECTION I 申索人<sup>備註 1</sup>/計劃成員資料 DETAILS OF THE CLAIMANT<sup>Note1</sup> / SCHEME MEMBER**

**(1) 申索人資料 Claimant details**

申索人姓名<sup>備註 2</sup>  
Name of Claimant<sup>Note2</sup> \_\_\_\_\_  
(姓 Surname) \_\_\_\_\_ (名 Given Name) \_\_\_\_\_  
(須與香港身份證 / 護照上的相同 Must be same as HKID / Passport)

身份證明文件類別 Identity Document Type  香港身份證 HKID  護照 Passport 身份證明文件號碼 Identity Document No. \_\_\_\_\_  
(護照僅供沒有香港身份證的申索人填寫 Passport is applicable ONLY for claimant without HKID Card)

電話號碼 Telephone No. 手提電話 ( Mobile ) \_\_\_\_\_ 住宅 ( Home ) \_\_\_\_\_

電郵地址 Email Address \_\_\_\_\_

**通訊地址<sup>^</sup> Correspondence Address<sup>^</sup>**

(如非更改通訊地址，此部份無須填寫。You are NOT required to fill in this part unless you intend to update your correspondence address.)

室 Flat / Room [ ] [ ] [ ] [ ] 樓 Floor [ ] [ ] [ ] [ ] 座 Block [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

大廈 / 屋邨 Building / Estate \_\_\_\_\_

門牌號碼及街道名稱 Number and Name of Street \_\_\_\_\_

地區 / 城市 District Area / City \_\_\_\_\_

香港 Hong Kong  九龍 Kowloon  新界 New Territories  離島 Outlying Islands

中國 ( 深圳 ) China (Shenzhen)  中國 ( 其他 ) China (others)  國家 Country \_\_\_\_\_

**(2) 計劃成員資料 (如非申索人) Scheme member details (if different from claimant)**

成員姓名<sup>備註 2</sup>  
Name of Member<sup>Note2</sup> \_\_\_\_\_  
(姓 Surname) \_\_\_\_\_ (名 Given Name) \_\_\_\_\_  
(須與香港身份證 / 護照上的相同 Must be same as HKID / Passport)

身份證明文件類別 Identity Document Type  香港身份證 HKID  護照 Passport 身份證明文件號碼 Identity Document No. \_\_\_\_\_  
(護照僅供沒有香港身份證的成員填寫 Passport is applicable ONLY for member without HKID Card)

**備註 Notes:**

<sup>^</sup> 請注意支票及成員支付權益報表，將寄往列明於第一部分之通訊地址。Please note that the cheque and the Member Benefit Payment Statement will be sent to the correspondence address specified in Section I.



**第二部分 SECTION II 申索資料 DETAILS OF THE CLAIM****(1) 帳戶資料 Account information [請在適當方格加上剔號 (✓)。 Please tick (✓) the appropriate box.]**

計劃名稱  
Name of the scheme: 永明彩虹強積金計劃 (「計劃」)  
Sun Life Rainbow MPF Scheme (the "Scheme")

受託人名稱  
Name of the trustee: 永明信託有限公司  
Sun Life Trustee Company Limited

計劃內所有帳戶  
All accounts under the Scheme

永明彩虹強積金計劃成員編號<sup>備註 3</sup>:  
Sun Life Rainbow MPF Scheme Member Number(s)<sup>Note 3</sup>:

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_

**(2) 申索權益的理由及所需文件<sup>備註 4, 5</sup> Grounds for claiming benefits and the required documents<sup>Note 4, 5</sup>**

本人之前曾基於下述理由從第二(1)部指明的所有帳戶分期提取權益，因此無須就是次申索再次提供所需文件。  
I have previously withdrawn the benefits by instalments on the below grounds from all the accounts specified in Section II(1), therefore, I DO NOT provide the required documents for this claim again.

**請選一項 Please choose ONE only** [請在適當方格加上剔號 (✓)。 Please check (✓) the appropriate box.]

**理由 Grounds**

已達到 65 歲退休年齡  
Attaining the retirement age of 65

**所需文件 Required documents**

1. 計劃成員的香港身份證副本，以供核對其姓名、出生日期及身份證號碼(如不擬親身出示計劃成員的香港身份證供核對有關資料)<sup>備註 6</sup>  
A copy of the scheme member's HKID card for verification of the name, date of birth and identity card number of the scheme member if the claimant does not wish to present the card in person for verification<sup>Note 6</sup>

提早退休  
Early retirement

1. 計劃成員的香港身份證副本，以供核對其姓名、出生日期及身份證號碼(如不擬親身出示計劃成員的香港身份證供核對有關資料)<sup>備註 6</sup>  
A copy of the scheme member's HKID card for verification of the name, date of birth and identity card number of the scheme member if the claimant does not wish to present the card in person for verification<sup>Note 6</sup>  
2. 有關提早退休的法定聲明表格(第 MPF(S) – W(SD1)號表格)<sup>備註 7</sup> 正本  
The original statutory declaration form on early retirement (Form MPF(S) – W(SD1))<sup>Note 7</sup>

如計劃成員的香港身份證並未載有出生月份及 / 或日子，請提供載有該計劃成員出生日期的證明<sup>備註 8</sup>：[請在適當方格加上剔號 (✓)]

**For a scheme member whose HKID card does not contain the month and/ or day of birth, evidence showing the scheme member's date of birth<sup>Note 8</sup> : [Please tick (✓) the appropriate box.]**

載有計劃成員出生月份及 / 或日子的護照或其他旅遊證件的副本；或  
a copy of the scheme member's passport or other travel document showing the month and/ or day of birth; or

在計劃成員的香港身份證副本上圈出(或以其他方式顯示)該身份證的簽發日期的月份及日子，以表示計劃成員擬採用其香港身份證的簽發日期的月份及日子作為其出生月份及日子；或  
a copy of the scheme member's HKID card with the day and month of the issue date of the HKID card circled or by other means to indicate that the scheme member wishes to use the day and month of the issue date of the HKID card as the day and month of birth; or

有關計劃成員出生日期的法定聲明<sup>備註 7</sup> 正本  
the original statutory declaration of the scheme member's date of birth<sup>Note 7</sup>

**(3) 擬從第二 (1) 部指明的每個帳戶提取的權益金額<sup>備註 9, 10, 14</sup> (請在適當的方格內填上 ✓ 號)**

**Amount of benefits to be withdrawn from each account specified in Section II (1)<sup>Note 9, 10, 14</sup> (Please ✓ the appropriate box)**

整筆<sup>備註 11</sup>  
A lump sum<sup>Note 11</sup>

註明一次性提取金額<sup>備註 12</sup>  
Specify one-off withdrawal amount<sup>Note 12</sup>

港元 HK\$ \_\_\_\_\_

定期提取永明強積金保守基金之權益<sup>備註 13</sup>  
Regular withdrawal of benefits of Sun Life MPF Conservative Fund<sup>Note 13</sup>

港元 HK\$ \_\_\_\_\_

每月提取  
Monthly withdrawal

每季提取 (每年 1、4、7、10 月)  
Quarterly withdrawal (January, April, July and October each year)

每年提取 (每年 1 月)  
Annual withdrawal (January each year)

定期提取永明強積金保守基金之權益選項僅適用於個人帳戶、自僱人士及可扣稅自願性供款帳戶成員。  
The option of regular withdrawal of benefits of Sun Life MPF Conservative Fund is only applicable for personal account, self-employed person and tax deductible voluntary contributions ("TVC") account members.

定期提取選項將於協議指示日從永明強積金保守基金之權益贖回註明的提取金額。每月定期提取將以每月第 15 日作為協議指示日；每季定期提取將以每年 1、4、7、10 月第 15 日作為協議指示日；每年定期提取將以每年 1 月第 15 日作為協議指示日。

For the option of regular withdrawal, the specified withdrawal amount from benefits of Sun Life MPF Conservative Fund will be redeemed on the designated redemption day. Monthly regular withdrawal will take the 15th of each month as the designated redemption day. Quarterly regular withdrawal will take the 15th of January, April, July and October each year as the designated redemption day. Annual regular withdrawal will take the 15th of January each year as the designated redemption day.

每月、每季或每年定期提取金額為不少於港幣 1,000 元及必須為整數；如提供金額為非整數，小數點後的數值將不被計算在內。  
The minimum amount for monthly, quarterly or annual regular withdrawal is HKD 1,000 and must be a whole number. If the provided amount is not a whole number, values after the decimal point will not be included.

如申索人已設立定期提取永明強積金保守基金之權益而其後再申請並完成轉移 / 新的提取指示，原有的定期提取之常行指示將被取消。  
If further transfer / new claim instruction is submitted and completed after the claimant has set up the Regular withdrawal of benefits of Sun Life MPF Conservative Fund, the original standing instruction for regular withdrawal will be cancelled.

**(4) 付款方式 Method of Payment [請在適當方格加上剔號 (✓)。 Please tick (✓) the appropriate box.]**

如沒有就付款方式作出選擇，付款方式將以支票付款及不作另行通知。

Method of Payment will be defaulted as "by cheque" without prior notice if neither one of the provided options is chosen.

- 直接存入計劃成員名義開立的本地銀行帳戶 (不接受以第三者名義開立的銀行帳戶或銀行聯名戶口)。銀行可能會向申索人/成員收取費用。  
By depositing directly in a local bank account in the name of scheme member (a bank account under the name of a third party or joint bank account is not acceptable). Bank charges may apply by the claimant/scheme member's banking account.

銀行名稱

Name of Bank \_\_\_\_\_

銀行代碼

Bank Code \_\_\_\_\_

銀行帳戶持有人姓名

Name of Bank Account Holder \_\_\_\_\_

(只接受英文姓名 Accept Name in English Only)

銀行帳戶號碼

Bank Account Number \_\_\_\_\_

- 支票

By cheque

**第三部分 Section III 聲明和授權 DECLARATION AND AUTHORISATION**

**(1) 終止沒有剩餘款項的強積金帳戶 (如適用) Termination of MPF Account with no residual balance (if applicable)**

本人 / 我們\*<sup>Note 1</sup> 謹此授權受託人在以下情況終止在第二(1)部所述的計劃成員帳戶：

- (i) 該帳戶內的權益已被全數提取，並無剩餘款項；  
(ii) (只適用於僱員供款帳戶)該供款帳戶所涉及的受僱已經終止；或  
(iii) (只適用於選擇定期提取的帳戶)該帳戶的永明強積金保守基金之權益由最後提取日起已連續三期無剩餘款項，且帳戶內的其他權益已被全數提取，並無剩餘款項；或  
(iv) (只適用於自僱人士供款帳戶)終止自僱，生效日期為： \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (日 / 月 / 年)。

I/We\* <sup>Note 1</sup> hereby authorize the trustee to terminate the relevant scheme member account(s) as referred to in Section II(1) upon

- (i) Withdrawal of the full amount of benefits with no residual balance in the said account(s);  
(ii) (for employee contribution account only) termination of the employment in relation to the contribution account; or  
(iii) (for account that opted for regular withdrawal only) there has been no residual balance of benefits of Sun Life MPF Conservative Fund under the said account for three consecutive terms since the last withdrawal, with withdrawal of the full amount of the rest of benefits and no residual balance in the account; or  
(iv) (for self-employed person contribution account only) cessation of the self-employment, with effect from: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (DD/MM/YYYY).

**(2) 聲明 Declaration**

本人確認已閱讀和明白第四部分的《個人資料收集聲明(2018-03 版本)》。

I confirm that I have read and understood the "Personal Information Collection Statement (Version 2018-03)" under Section IV.

本人 / 我們\*<sup>Note 1</sup> 聲明，盡本人 / 我們\* 所知所信，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。

I/We\*<sup>Note 1</sup> declare that to the best of my/our\* knowledge and belief, the information given in this Form and its attachment is correct and complete.

- 本人不同意收取由受託人發出的推廣資訊。

I do not wish to receive marketing information from trustee.

**◆ Warning 注意:**

根據《條例》第 43E 條，任何人在給予管理局或核准受託人的任何文件中，明知或罔顧後果地作出在要項上屬虛假或具誤導性的陳述，即屬犯罪。首次定罪者，最高可處罰款 \$100,000 及監禁一年；其後每次定罪，最高可處罰款 \$200,000 及監禁兩年。根據《刑事罪行條例》(第 200 章)第 36 條，任何人明知或故意在法定聲明中作出在要項上屬虛假的陳述，亦屬犯罪。一經定罪，可處監禁兩年及罰款。

Under section 43E of the Ordinance, a person who, in any document given to the Authority or an approved trustee, knowingly or recklessly makes a statement which is false or misleading in a material respect commits an offence and is liable to a maximum penalty of a \$100,000 fine and one year's imprisonment on the first conviction and a \$200,000 fine and two years' imprisonment on each subsequent conviction. A person who knowingly or willfully makes a statutory declaration false in a material particular also commits an offence under section 36 of the Crimes Ordinance (Cap 200) and is liable on conviction to imprisonment for two years and to a fine.

申索人/成員簽署\*

Signature of the claimant(s) / member\*

<b>請簽署 Please sign here</b> 
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\* 請刪除不適用者。 Please delete whichever is inappropriate.

日期  
Date \_\_\_\_\_

日/月/年  
DD/MM/YYYY \_\_\_\_\_

申請人 / 成員明白及同意永明信託有限公司(「受託人」)可以將其所收集的任何個人資料(不論由此申請表所收集或由其他途徑取得)作以下用途:(i)處理成員的此項申請及任何其他申請; (ii)為申請人 / 成員參與本計劃; (iii)管理成員於本計劃的供款和累算權益的事宜; (iv)進行客戶調查; (v)為客戶研究及設計金融、保險或退休金產品; (vi)為申請人 / 成員甄選及參與獎賞、忠實或特選客戶計劃; (vii)因上述目的與成員聯絡; (viii)與上述目的直接有關的任何其他目的; 及(ix)為遵守適用的法例、法規或法庭命令。

受託人亦可使用申請人 / 成員的聯絡資料、基本個人資料投資選擇及累算權益、就本計劃的產品的推廣資訊、以包括電話、郵件、電郵、電話短訊或任何電子信息等方法聯絡申請人 / 成員。除非得到申請人 / 成員同意(包括表示不反對)、否則受託人不可使用申請人 / 成員資料為該用途。若申請人 / 成員不同意接受此等推廣資訊、可於表格的聲明和授權部份適當位置填上剔號。

受託人可為以上目的披露申請人 / 成員的個人資料予(a)為協助受託人就上述用途(不論在香港或其他地方)而提供服務的第三方、包括計劃管理人(條件是有關承辦商須把所有個人資料保密並只會為提供有關服務而使用個人資料); (b)申請人 / 成員的銀行作繳款用途; (c)申請人 / 成員的保險經紀(如有); (d)申請人 / 成員的強積金中介人; (e)受託人的關連公司(根據公司條例訂明)包括保險公司及金融服務機構; (f)受託人及其關連公司(不論在香港與否)為遵守監管當局或其他機構發出之指引或其就法例、法規或法庭頒令所約束或規定之責任而需向其作出披露的任何人士; (g)有關僱主; 及(h)按法例要求或准許的其他人士。

受託人可就法例准許或於獲得申請人 / 成員的同意後披露或將申請人 / 成員的個人資料作其他用途。

申請人 / 成員明白申請人 / 成員所提供之個人資料均屬自願、然而倘若未能提供所需個人資料、可導致受託人無法處理申請人 / 成員的申請。申請人 / 成員有權查閱及要求更正受託人持有有關成員的個人資料、有關要求可以書面形式郵寄至香港九龍紅磡德輔道中 18 號海濱廣場一座 10 樓卓譽金融服務有限公司退休金管理部經理。受託人可就處理任何該等要求收取合理費用。

Applicant/Member(s) understand(s) and consent(s) that, any personal data collected by Sun Life Trustee Company Limited ("Trustee") (whether collected in this application form or otherwise) may be used by the Trustee for the following purposes: (i) processing this application and any other applications applicant/member(s) make(s); (ii) enrolling applicant/member(s) in the Scheme; (iii) administering and managing applicant/member(s)' contributions and accrued benefits under the Scheme; (iv) conducting customer surveys; (v) researching and designing financial, insurance or pensions products for customer use; (vi) selecting and participating in reward, loyalty or privileges program and related service for applicant/member(s); (vii) contacting applicant/member(s) for the above purposes; (viii) purposes which are directly related to the above purposes; and (ix) complying with applicable laws, regulation or court order.

The Trustee may also use applicant/member(s)' contact details, demographic information, investment choices and accrued benefits to contact applicant/member(s) with marketing information regarding the Scheme, including by phone calls, mail, email, SMS or any type of electronic message. The Trustee may not so use applicant/member(s)' data unless the Trustee have received applicant/member(s)' consent (which includes an indication of no objection). Tick the box in appropriate area under the Declaration and Authorization in the form if member(s) do(es) not consent to receive such marketing information.

The Trustee may disclose member(s)' personal data for the above purposes : (a) to third parties who provide services in Hong Kong or elsewhere which assist the Trustee to carry out the above purposes, including scheme administrator (provided that such contractors are required to keep all such personal data confidential and may only use the personal data to provide those services); (b) to applicant/member(s)' bank for payment purposes; (c) to applicant/member(s)' insurance broker (if any); (d) to applicant/member(s)' MPF intermediaries; (e) to the Trustee's related companies (as defined in the Companies Ordinance) including insurance companies and financial services companies; (f) to any person to whom the Trustee or it's related companies (inside or outside Hong Kong) is under an obligation to make disclosure under the requirements of any law, regulation or court order binding on or applying to or to which the Trustee or its related companies (inside or outside Hong Kong) is subject to, or under and for the purposes of any guidelines issued by regulatory or other authorities with which the Trustee or its related companies (inside or outside Hong Kong) is expected to comply; (g) relevant employer(s) and (h) as otherwise required or permitted by law.

The Trustee may also use and disclose member(s)' personal data in other ways with applicant/member(s)' consent or as otherwise required or permitted by law.

Applicant/Member(s) understand(s) that the information applicant/member(s) gave is voluntary, but failure to provide the requested personal data may mean the Trustee is unable to process applicant/member(s)' application. Applicant/Member(s) has/have the right to seek access to and request correction of any personal data the Trustee holds by sending a written request to The Manager, Pensions Administration Department, BestServe Financial Limited, 10/F, One HarbourFront, 18 Tak Fung Street, Hung Hom, Hong Kong. The Trustee may charge a reasonable fee for the processing of any such requests.

1. 要求支付權益的申索，可由計劃成員或根據《精神健康條例》(第136章)獲委任代表精神上無行為能力的計劃成員行事的產業受託監管人(產業受託監管人)作為申索人提出。如法庭委任超過一人為產業受託監管人，該等人士應按照委任條款及有關法庭命令所載的任何其他規定，以產業受託監管人的身份提出申請及相關文件簽署。請就第一部另紙詳載各申索人的資料。在此情況下，除非法庭另有授權，否則本表格須由所有獲法庭委任為該計劃成員的產業受託監管人的人士簽署。
2. 如申索人/計劃成員沒有香港身份證，請填上護照上的姓名。
3. 計劃成員帳戶號碼可循以下途徑查閱/查詢：(i) 查閱成員證明書、接納通知或參與通知；或(ii) 查閱周年權益報表或受託人提供的其他報表；或(iii) 受託人為成員提供的諮詢服務。如有疑問，請聯絡有關強積金註冊計劃(計劃)的受託人。
4. 如有需要，有關計劃的受託人在處理付款申索時可能會要求申索人提交文件的正本，以核對資料。
5. 由產業受託監管人代表計劃成員提出的申索，除須提供有關該計劃成員的所需文件外，亦應附以下文件：(i) 產業受託監管人身份的證明文件副本，即法庭命令的副本；(ii) 每名申索人的香港身份證副本，以供核對其姓名及身份證號碼(如不擬親身出示申索人的香港身份證供核對有關資料)<sup>註6</sup>；及(iii) 產業受託監管人就申索權益所作的法定聲明表格(第MPF(S)-W(SD4)號表格)<sup>註7</sup>正本(如適用)。如使用該表格作出聲明並把該表格夾附於本申索，便無須提交基於提早退休的理由作出申索的法定聲明表格(即第MPF(S)-W(SD1)號表格)。
6. 如申索人/計劃成員沒有香港身份證，而又不擬親身出示護照以供核對資料，則須提供護照副本(只須提供載有個人資料及護照號碼之頁)，以供有關受託人核對申索人/計劃成員的姓名及護照號碼。
7. 法定聲明必須是一份屬該聲明宣誓所在地有效的法定聲明(例如在香港，法定聲明須在監督員(例如在民政事務總署諮詢服務中心)或公證人或太平紳士面前作出，並由他們簽署)，在香港以外地方所作的法定聲明，只要是在公證人或獲該地法律授權監督或監理法定聲明的人士面前作出，並由他們簽署，亦可予接受。
8. 如計劃成員的香港身份證並未印有出生月份及/或日子，則可採用以下其中一種方法，就其出生月份及/或日子提供證據：(i) 採用某份官方文件(例如旅遊證件或有關計劃成員的出生日期的法定聲明)所載的出生日期；或(ii) 採用計劃成員香港身份證上的簽發日期的日期及月份。如計劃成員沒有採用以上任何一種方法就其出生月份及日子提供證據，則受託人在沒有上述證據的情況下，會以下述日子作為該計劃成員的出生日期：(i) 計劃成員的香港身份證所載的出生月份的最後一日(如該香港身份證只載有出生年份及月份，而沒有出生日子)，作為其出生日期；或(ii) 計劃成員的香港身份證所載的出生月份的最後一日(如該香港身份證只載有出生年份，而沒有出生月份及日子)，作為其出生日期。請注意，就計劃成員作出的強制性供款(如有)，將根據計劃成員提供的證據，或按上述預設的出生日期計算，於計劃成員年滿65歲當日終止。
9. 如申索人擬就同一個計劃內的不同帳戶選擇不同的提取金額，須就每個帳戶分別填寫一份表格。
10. 受託人不得就向計劃成員整筆支付或分期支付權益，而向該計劃成員收取費用或施加罰款，或從該計劃成員的帳戶扣除費用或罰款，但為執行該項權益提取而進行買賣投資所招致，或是合理地相當可能招致，並須向某方(該受託人除外)支付的必需交易費用除外。
11. 此提取方式適用於從第二(1)部指明的每個計劃成員帳戶內提取整筆權益(如計劃成員根據有關計劃的管限規則有權提取由自願性供款所產生的權益，則包括該等權益，另外亦包括由可扣稅自願性供款所產生的權益)。詳情請向有關計劃的受託人查詢。
12. 此提取方式適用於從第二(1)部指明的每個計劃成員帳戶內分期提取權益(如計劃成員根據有關計劃的管限規則有權提取由自願性供款所產生的權益，則包括該等權益，另外亦包括由可扣稅自願性供款所產生的權益)。就每個計劃成員帳戶，受託人會根據贖回權益當日的資金分配，按比例從每個分帳戶(如有)中贖回註明的提取金額(如計劃成員根據有關計劃的管限規則有權提取由自願性供款所產生的權益，則包括該等權益)，如帳戶結餘少於申索人註明的提取金額，則帳戶內的結餘將會被全數提取。如申索人其後擬提取帳戶內餘下的權益，請向有關計劃的受託人另行提出申索。
13. 此提取方式只適用於從第二(1)部指明的計劃個人帳戶、自僱人士及可扣稅自願性供款帳戶成員帳戶內每月、每季或每年定期提取永明強積金保守基金之權益。當受託人收到完整及有效指示後，每月提取之提取指示會在一個月15日開始生效，並以每月15日作為協議指示日贖回註明的提取金額；每季提取之提取指示會在最近的1、4、7或10月之15日開始生效，並以每年1、4、7、10月15日作為協議指示日贖回註明的提取金額；每年提取之提取指示會在最近的1月15日開始生效，並以每年1月15日作為協議指示日贖回註明的提取金額。權益支付會在贖回日的10日內完成，而首次之權益支付可能不會按《強制性公積金計劃(一般)規例》(第166條)於受託人收到完整及有效指示後的30天內完成。受託人會根據贖回權益當日的資金分配，按比例從每個分帳戶(如有)中贖回註明的提取金額。如當日為非營業日，指示會順延至下一個營業日執行。如帳戶永明強積金保守基金之權益的結餘少於申索人註明提取金額的105%，則帳戶內永明強積金保守基金之權益的結餘將會被全數提取。如(i) 在第二(1)部所述的計劃成員帳戶終止；或(ii) 帳戶的永明強積金保守基金之權益由最後提取日起已連續三期無剩餘款項，且帳戶內的其他權益已被全數提取，並無剩餘款項；或(iii) 以此提取方式之權益支付根據《強制性公積金計劃(一般)規例》之定義被界定為「無人申索的權益」，受託人有權取消有關之每月、每季或每年定期提取權益指示。當選取此提取方式，代表計劃成員明白及同意上述有關每月、每季或每年定期提取權益之安排。
14. 如申索人於同一表格內提出分期提取權益以及定期提取永明強積金保守基金之權益提出申索，受託人會根據上述有關分期提取權益及定期提取永明強積金保守基金之權益之安排，首先處理分期提取權益指示，其後再處理定期提取永明強積金保守基金之權益之指示。

1. Either the scheme member or person(s) appointed as a committee of the estate of a mentally incapacitated person under the Mental Health Ordinance (Cap 136) (the committee of the estate) to act on behalf of the scheme member can be the claimant to lodge the claim for payment of benefits. If there is more than one person appointed by the court as the committee of the estate, those persons should apply and sign in the capacity as the committee of the estate in accordance with those terms of appointment and any other requirements contained in the relevant court order. Please use an additional blank sheet to provide details of the claimants under Section I. Under such circumstances, this Form needs to be signed by all of the persons appointed by the court as the committee of the estate, unless the Court authorizes otherwise.
2. If a claimant/scheme member does NOT possess a HKID Card, please fill in the name as shown on the passport.
3. Scheme member account number can be found: (i) in the membership certificate, notice of acceptance, or notice of participation; or (ii) in the annual benefit statement, or other statements provided by the trustee; or (iii) through the member enquiry facilities available from the trustee. If you are in doubt, please contact the trustee of the MPF registered scheme (scheme) concerned.
4. In processing a claim for payment, the trustee of the scheme concerned may request the claimant to produce the original documents for checking purpose, if necessary.
5. For a claim made by the committee of the estate on behalf of the scheme member, in addition to the required documents in respect of the scheme member, the following documents should be enclosed: (i) a copy of the evidence of the status of the committee of the estate, i.e. the court order; (ii) a copy of each claimant's HKID card for verification of the name and identity card number of the claimant if the claimant does not wish to present the card in person for verification<sup>Note 6</sup>; and (iii) the original statutory declaration form made by the committee of the estate for a claim for payment of benefits (Form MPF(S) - W(SD4))<sup>Note 7</sup> (if applicable). Where such a statutory declaration has been made and enclosed with the claim, the statutory declaration form (MPF(S) - W(SD1)) for a claim made on the grounds of early retirement shall not be required.
6. For a claimant/scheme member who does NOT possess a HKID card, a copy of the passport (only pages with personal particulars and passport number) should be provided to the trustee concerned for verification of the name and passport number of the claimant/scheme member if the claimant/scheme member does not wish to present the passport in person for verification.
7. The statutory declaration must be a valid statutory declaration in the place where the declaration is made (e.g. in Hong Kong, the statutory declaration should be made before and signed by a Commissioner for Oaths (e.g. at a Public Enquiry Service Centre of the Home Affairs Department) or a Notary Public or a Justice of the Peace). A statutory declaration made in a place other than Hong Kong is also acceptable provided that it is made before and signed by a Notary Public or a person authorized under the law of that place to administer an oath or take a statutory declaration.
8. A scheme member who does not have the month and/or day of birth printed on the HKID card may provide evidence as to the month and/or day by using one of the following methods: (i) using the birth date as shown on an official document (e.g. a travel document or a statutory declaration of the scheme member's date of birth); or (ii) using the day and month of the issue date of the HKID card of the scheme member. If the scheme member has not used any of the methods above to provide evidence as to the month and day, then in the absence of the above evidence, the trustee will: (i) where the HKID card shows only the year and month of birth (and not the day of birth), use the last day of the month as shown on the HKID card as the birth date of the scheme member; or (ii) where the HKID card shows only the year of birth (and neither the month nor day of birth), use the last day of the year as shown on the HKID card as the birth date of the scheme member. Please note that mandatory contributions in respect of the scheme member (if any) will cease on the day when the scheme member reaches age 65 based on the evidence provided by the scheme member or defaulted above.
9. If a claimant wishes to select different withdrawal amounts for different accounts within a scheme, the claimant should fill in a separate form for each account.
10. No fees or financial penalties may be charged to or imposed on a scheme member or deducted from the scheme member account, other than necessary transaction costs incurred or reasonably likely to be incurred in selling or buying investments in order to give effect to the withdrawal and are payable to a party other than the trustee, for payment of the member's benefits in a lump sum by instalments each calendar year.
11. This option is applicable for withdrawing the benefits in a LUMP SUM from each scheme member account specified in Section II(1) (including benefits derived from voluntary contributions if the scheme member is entitled to withdraw them based on the governing rules of the scheme concerned and benefits derived from tax deductible voluntary contributions). Please consult the trustee of the scheme concerned for details.
12. This option is applicable for withdrawing the benefits by INSTALMENTS from each scheme member account specified in Section II(1) (including benefits derived from voluntary contributions if the scheme member is entitled to withdraw them based on the governing rules of the scheme concerned and benefits derived from tax deductible voluntary contributions). For each scheme member account, the specified withdrawal amount will be redeemed proportionally from each sub-account (if any) according to the fund allocation as of the day on which the trustee redeems the benefits (including benefits derived from voluntary contributions if the scheme member is entitled to withdraw them based on the governing rules of the scheme concerned). If the account balance is less than the withdrawal amount specified by the claimant, the entire account balance will be withdrawn. If the claimant subsequently wishes to withdraw the remaining benefits in the accounts, please submit another claim to the trustee of the scheme concerned.
13. This option is only applicable to the monthly, quarterly or annual regular withdrawal of benefits of Sun Life MPF Conservative Fund by INSTALMENTS from the scheme personal account, self-employed person and tax deductible voluntary contributions ("TVCC") account member account specified in Section II(1). Upon receipt of the duly completed and valid instruction by the trustee, the instruction of monthly withdrawal will take effect from the 15th of the following month, with the 15th of each month being the designated redemption day of the specified withdrawal amount. The instruction of quarterly withdrawal will take effect from the 15th of the following January, April, July or October, with the 15th of January, April, July and October each year being the designated redemption day of the specified withdrawal amount. The instruction of annual withdrawal will take effect from the 15th of the following January, with the 15th of January each year being the designated redemption day of the specified withdrawal amount. The payment of accrued benefit will be sent in 10 days after the redemption day. The first payment may or may not be made within 30 days in relation to Section 166 of the Mandatory Provident Fund Schemes (General) Regulation upon the receipt of the duly completed and valid instruction. The specified withdrawal amount will be redeemed proportionally from each sub-account (if any) according to the fund allocation as of the day on which the trustee redeems the benefits. If it falls on a non-business day, the instruction will be postponed to the next business day. If the balance of benefits of Sun Life MPF Conservative Fund under the account is less than 105% of the withdrawal amount specified by the claimant, the entire balance of benefits of Sun Life MPF Conservative Fund under the account will be withdrawn. In the event of (i) the member account stated in Section II (1) is terminated; or (ii) there has been no residual balance of benefits of Sun Life MPF Conservative Fund under the account for three consecutive terms since the last withdrawal, with withdrawal of the full amount of the rest of benefits with no residual balance in the account; or (iii) the payment of accrued benefits from the regular withdrawal has been classified as unclaimed benefits as stipulated in the Mandatory Provident Fund Schemes (General) Regulation, the trustee reserves the rights to cancel the instruction of monthly, quarterly or annual regular withdrawal. By choosing this withdrawal option, it means the scheme member understand and agree the above arrangement regarding the monthly, quarterly or annual regular withdrawal.
14. If a claimant submits a claim for both withdrawing the benefits by instalments AND the regular withdrawal of benefits of Sun Life MPF Conservative Fund by instalments on the same form, the trustee will first process the instruction of withdrawing the benefits by instalments claim and then the instruction of the regular withdrawal of benefits of Sun Life MPF Conservative Fund by instalments, in accordance with the above arrangements regarding withdrawing the benefits by instalments and regular withdrawal of benefits of Sun Life MPF Conservative Fund by instalments.

## 第六部分 Section VI 重要資料 IMPORTANT NOTES

填寫本表格前，請先閱讀下列重要資料。

### 提交申索前須注意的事項

- (A) 就依據《條例》第 11 條支付的自願性供款所產生的權益而言，提取權益須受有關計劃的管規規則所規限。詳情請查閱有關計劃的要約文件，而要約文件可於有關計劃受託人的網站閱覽。詳情請向有關受託人查詢。
- (B) 就依據《條例》第 11A 條存入的可扣稅自願性供款所產生的權益而言，提取權益須受與強制性供款相同的提取規定所規限(惟根據第 11A(3)條，若干與抵銷遣散費或長期服務金有關，以及與保障債權人及其他人士的權益有關的條文並不適用)。

### 選擇提取方式前考慮的因素

- (C) 若基於已達到 65 歲退休年齡或提早退休的理由而申索權益，可以選擇整筆提取或分期提取。在選擇提取權益的金額及時間時，除了其他因素之外，請細心考慮你的個人需要、風險承受能力及財政狀況，然後才作決定。受託人可就每次提取向計劃成員收取必需交易費用。詳情請向有關受託人查詢。

#### 請注意

- 基金單位價格會因市場波動而出現變化，單位價格可跌亦可升。你向受託人提交申索表格當日的基金單位價格，或會與贖回基金單位當日的價格有所不同。
- 如現時你的權益是按照計劃的預設投資策略投資，請留意預設投資策略的降低投資風險機制，會由計劃成員年滿 50 歲開始運作。如計劃的受託人在預設投資策略下按年降低你的投資風險的時間，與接獲你的申索權益申請的時間相當接近，該計劃的受託人將根據其運作程序及在符合《條例》規定的情況下，訂定處理降低風險及申索權益的次序。如欲瞭解計劃受託人如何處理該等交易，請向受託人查詢詳情。
- 如權益並非整筆提取，計劃成員帳戶內餘下的權益將繼續進行投資。投資涉及風險，基金單位價格可跌亦可升。過往表現並非未來表現的指標。此外，若餘下的權益繼續投資保證基金，其享有的保證或不再適用。詳情請向有關受託人查詢。請詳細考慮你的投資目標、財政狀況、風險承受能力及有關計劃及成分基金的主要特點(例如風險種類及水平，及收費種類及水平)。如欲瞭解詳情，可於管理局的網站 ([www.mpfa.org.hk](http://www.mpfa.org.hk)) 參閱管理局印製的資訊刊物。
- 以分期方式提取之累算權益，所有剩餘在成員帳戶內的基金單位將於最後一次提取中全數贖回，而實際支付金額可能多或少於本表格上的註明提取金額。遞交此表格以分期方式申索權益代表本人同意此安排。完成最後一次提取及沒有結餘的帳戶將根據本表格第四部分被取消，於取消完成前有任何供款或權益轉移至帳戶內除外。
- 如正在進行投資轉換/基金贖回，提取指示會於投資轉換/基金贖回完成後才處理。

Please read the following important notes before completing this Form.

### Reminder Before Submitting a Claim

- (A) Withdrawal of benefits derived from voluntary contributions paid pursuant to section 11 of the Ordinance is subject to the governing rules of the scheme concerned. Please check the information from the offering document of the scheme concerned, which can be found on the website of the trustee of the scheme concerned. Please consult the relevant trustee for details.
- (B) Withdrawal of benefits derived from tax deductible voluntary contributions paid pursuant to section 11A of the Ordinance is subject to the same withdrawal requirements as for mandatory contributions (except that under section 11A(3), certain provisions relating to offsetting of severance or long service payments, and protection of benefits from creditors and others, do not apply).

### Factors to Consider before Selecting Withdrawal Option

- (C) Benefits may be withdrawn on the ground of attaining the retirement age of 65 or early retirement either in a lump sum or by instalments. Before making any decision as regards the amount and timing of withdrawal of benefits, please consider, among other things, your personal needs, risk tolerance level and financial circumstances carefully. The scheme member may be charged the necessary transaction costs for each withdrawal. Please consult the relevant trustee for details.

#### Reminder

- The price of fund units may change due to market fluctuations and may go down as well as up. The price of fund units on the date when you submit a claim form to the trustee may be different from that on the date when the fund units are redeemed.
- If your benefits are currently invested according to the default investment strategy (DIS) of the scheme, you should be aware that the de-risking mechanism of the DIS starts at the age of 50. If the annual de-risking of your investments in the DIS and your claim for payment of benefits take place at around the same time, the trustee of the scheme shall sequence the de-risking and the claim in accordance with its procedures and in compliance with the Mandatory Provident Fund Schemes Ordinance. Please consult the trustee of the scheme if you wish to know the details of how it will handle these transactions.
- If benefits are not withdrawn in full, the remaining benefits will continue to be invested. Investment involves risk and the price of fund units may go down as well as up. Past performance does not indicate future performance. In addition, where any benefits continue to be invested in a guaranteed fund, the guarantee may cease to apply to any such benefits. Please consult the relevant trustee for details. You should carefully consider factors such as your investment objectives, financial situation, risk tolerance level and key features (e.g. types and levels of risks, types and levels of fees and charges) of the scheme(s) and the constituent fund(s) concerned. Please refer to the Authority's publications available on the Authority's website ([www.mpfa.org.hk](http://www.mpfa.org.hk)).
- For withdrawal of accrued benefits by instalments, all the remaining units under the member account will be redeemed for the last payment and the actual amount paid out may be more or less than the withdrawal amount specified in the Form. You have agreed to this arrangement by submitting this Form to apply for payment of benefits by instalments. The account with no residual balance after completion of last withdrawal request shall be terminated in accordance with Section IV of this Form except any subsequent contributions or transfer-in benefits allocated to your account before the termination is completed.
- If there is a switching / redemption in progress, withdrawal request will be processed after the switching / redemption has been completed.

請將填妥表格交予：

永明彩虹強積金計劃行政管理人 - 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 10 樓

電話：3183 1888 傳真：3183 1889

Please send the completed form to :

Sun Life Rainbow MPF Scheme, The Administrator, BestServe Financial Limited  
10/F, One Harbourfront, 18 Tak Fung Street, Hung Hom, Kowloon, Hong Kong

Tel: 3183 1888 Fax: 3183 1889

請勿遞交相同表格；如透過傳真遞交表格，請保留正本以作記錄。

Please do NOT submit duplicate forms and keep the original copy for your own record if you are submitting via fax.

第 MPF(S) - W(SD1) 號表格
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## 《強制性公積金計劃條例》（第 485 章）

基於提早退休的理由而  
申索強積金累算權益的法定聲明

本人， \_\_\_\_\_ [ 申索人姓名 ] ，

香港身分證／護照\*#號碼： \_\_\_\_\_ ，

地址為 \_\_\_\_\_ [ 申索人地址 ] ，

謹以至誠鄭重聲明：

- (a) 本人已於 \_\_\_\_\_ [ 年／月／日 ] 年滿 60 歲；及
- (b) 本人已永久性地終止所有受僱，並且無意再次受僱或自僱，及本人已終止所有自僱，並且無意再次自僱或受僱。

本人謹憑藉《宣誓及聲明條例》（第 11 章）衷誠作出此項鄭重聲明，並確信其為真確無訛。

\_\_\_\_\_  
[ 申索人簽署 ]

此項聲明於 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日在香港 \_\_\_\_\_  
及在本人面前作出。

監理法定聲明人士簽署及公司蓋章（如適用）： \_\_\_\_\_

姓名： \_\_\_\_\_

職銜： \_\_\_\_\_

\* 刪去不適用者。

# 申索人應只在沒有香港身分證的情況下才填報護照號碼。

✦ **注意：** 根據《強制性公積金計劃條例》（《條例》）第 43E 條，任何人在給予強制性公積金計劃管理局、核准受託人或積金易平台（即根據《條例》第 19I(1)條指定的現有電子系統）的系統營運者的文件中，明知或罔顧後果地作出在要項上屬虛假或具誤導性的陳述，即屬犯罪。首次定罪者，最高可處罰款\$100,000 及監禁一年；其後每次定罪，最高可處罰款\$200,000 及監禁兩年。根據《刑事罪行條例》（第 200 章）第 36 條，任何人明知而故意在法定聲明中作出在要項上屬虛假的陳述，亦屬犯罪。一經定罪，可處監禁兩年及罰款。

<b>FORM MPF(S) - W(SD1)</b>
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**MANDATORY PROVIDENT FUND SCHEMES ORDINANCE (CAP 485)**

**STATUTORY DECLARATION FOR CLAIMS FOR PAYMENT  
OF MPF ACCRUED BENEFITS ON GROUNDS OF EARLY RETIREMENT**

I, \_\_\_\_\_ [name of the claimant], Hong Kong Identity Card/Passport\*#  
No.: \_\_\_\_\_ of \_\_\_\_\_

[address of the claimant], solemnly and sincerely declare that:

- (a) I have reached 60 years old on \_\_\_\_\_ [dd/mm/yyyy]; and
- (b) I have permanently ceased all employment with no intention of becoming employed or self-employed again, and have ceased all self-employment with no intention of becoming self-employed or employed again.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Ordinance (Cap 11).

\_\_\_\_\_  
[Signature of the claimant]

Declared at \_\_\_\_\_, Hong Kong this \_\_\_\_\_ day of \_\_\_\_\_ (month) \_\_\_\_\_ (year).

Before me,

Signature and company chop (if applicable) of  
the person administering the statutory declaration: \_\_\_\_\_

Name in block letters: \_\_\_\_\_

Designation: \_\_\_\_\_

\* Delete whichever is not applicable.

# The claimant should give the passport number ONLY when he/she does NOT possess a Hong Kong Identity Card.

★ **Warning:** Under section 43E of the Mandatory Provident Fund Schemes Ordinance (the Ordinance), a person who, in any document given to the Mandatory Provident Fund Schemes Authority, an approved trustee, or a system operator of the eMPF Platform (which is the current electronic system designated under section 19I(1) of the Ordinance), knowingly or recklessly makes a statement which is false or misleading in a material respect commits an offence and is liable to a maximum penalty of a \$100,000 fine and one year's imprisonment on the first conviction and a \$200,000 fine and two years' imprisonment on each subsequent conviction. A person who knowingly and wilfully makes a statutory declaration false in a material particular also commits an offence under section 36 of the Crimes Ordinance (Cap 200) and is liable on conviction to imprisonment for two years and to a fine.