

# HONG KONG BAPTIST UNIVERSITY 1998 SUPERANNUATION FUND (“the Superannuation Fund”)

## 香港浸會大學 1998 公積金計劃 (“公積金計劃”)

### Benefit Payment Option Form (for All Terminating Member)

### 福利款項選擇表格 (成員終止適用)

#### Note 注意：

1. Please use blue or black ball pen and complete this Form in BLOCK LETTERS. Please do not use correction fluid, and put your signature beside all amendments clearly marked.  
請以藍色或黑色原子筆及正楷填寫此表格。請避免使用塗改液，而任何刪改必須清楚註明並在旁加簽。
2. The Chinese translation of this Form is for reference only. If there are any inconsistencies between the English version and the Chinese translation, the English version will be used for interpretation.  
本申請表之中文譯本只供參考之用，如有任何爭議，應以英文原義為準。
3. Please return the completed Form to Payroll & Benefit Disbursements Section of the Finance Office or send a scanned copy to [foforms@hkbu.edu.hk](mailto:foforms@hkbu.edu.hk).  
請將填妥之表格交回財務處 – 薪俸及福利支付組或掃描及發送表格到電郵 [foforms@hkbu.edu.hk](mailto:foforms@hkbu.edu.hk)。
4. Should you have any question when completing this Form, please contact the Member Hotline at 2298 9088.  
如閣下於填寫表格時有任何疑問，請致電成員熱線 2298 9088。

This form should be used when your membership of the Scheme terminates to indicate how your benefit should be paid. If you are a Post MPF member, please also complete the “Minimum MPF Benefit Transfer Instruction Form” and only your vested benefit in excess of MMB will be paid to you. Please send the completed form(s) to the Finance Office at least 2 weeks before your last working day to ensure prompt payment of your benefit. Late submission will lead to late payment correspondingly.

成員離開此計劃時，必須填寫此表格，指示有關福利之發還方式。如閣下屬於強積金生效後之成員，請填妥「強積金最低利益轉移指示」表格，而閣下只會獲付超逾強積金之最低利益的歸屬權益。請在最後離職日期前兩星期將填妥之表格交回財務處，以確保閣下之福利可獲儘快發還，若逾期遞交表格，有關款項或會延遲發放。

## Section A – Member Information 第一部份 - 成員資料

Name (in English) 英文姓名：	_____	Staff ID 員工編號：	_____
Name (in Chinese) 中文姓名：	_____	Email address 電郵地址：	_____
HKID Card / Passport No. 身份證 / 護照號碼：	_____	Mobile Phone Number 手提電話號碼：	_____
Home Phone Number 住宅電話號碼：	_____	Office Phone Number 辦公室電話號碼：	_____
Residential Address 地址：	_____ _____		

## Section B – Payment Instruction 第二部份 - 付款方式

You may choose to receive your benefit in one of three ways as listed below. Please indicate which method you prefer by putting a tick in the appropriate box.  
閣下可以揀選以下三項提取福利方式之其中一項。請在適用的方格內填上「✓」。

Please arrange to pay my benefit:

請安排付款方式如下：

- By Direct Bank Deposit  
直接存入銀行戶口

Bank Name  
銀行名稱：

\_\_\_\_\_

Branch  
分行：

\_\_\_\_\_

Account Name  
戶口姓名：

\_\_\_\_\_

Account Number  
戶口號碼：

\_\_\_\_\_

- By Cheque sent to my home address  
支票寄往住宅地址

<To be cont'd>  
<往後頁>

Rollover (please consult the Finance Office for applicability)  
基金轉戶 (如適用, 請先與財務處查詢)

By transferring 100% of all my vested units of the selected funds below under the Scheme into my personal investment accounts (for single account holder) with HSBC and / or FIL Investment Management (Hong Kong) Limited and / or BlackRock (HK) Ltd and / or JP Morgan Asset Management Ltd according to the terms and conditions stated in the latest offering documents of the relevant unit trusts.  
按照有關信託基金在最新銷售文件的規定條款和細則, 把所有本人在此計劃下所選的組合的 100% 歸屬權益單位投資到本人在滙豐及 / 或富達基金 (香港) 有限公司及 / 或貝萊德 (香港) 有限公司及 / 或摩根資產管理有限公司之私人投資戶口 (只限單一戶口持有人)。

Portfolio Code / Name 投資組合編號/名稱 (Please refer to Appendix 1 for HKBU's Fund Names) (有關浸會大學的基金名稱請參閱附件 1)	Funds to be rolled-over (Please mark "✓" in the below box) 基金轉戶(請於以下方格內填上 "✓" 號)	My personal investment account number is: 本人之私人投資戶口號碼為
PF01A-HSBC Managed Growth Fund - P Class 匯豐增長管理基金 - P 單位		
PF02A-HSBC Managed Balanced Fund - P Class 匯豐均衡管理基金 - P 單位		
PF03A-HSBC Managed Stable Growth Fund-P Class 匯豐平穩增長管理基金 - P 單位		
PF04A-HSBC Managed Stable Fund - P Class 匯豐穩健管理基金 - P 單位		
PF14-HSBC Global Investment Funds - Asia Pac ex Jap Eq High DIV-IC 匯豐環球投資基金 - 亞太收益增長股票 - IC 單位		
PF07-FAP Growth Fund - Ord Class 富達優越投資組合 - 增長基金 (一般單位)		
PF08-FAP Balanced Fund - Ord Class 富達優越投資組合 - 均衡基金 (一般單位)		
PF09-FAP Stable Growth Fund - Ord Class 富達優越投資組合 - 平穩增長基金 (一般單位)		
PF18-FAP Capital Stable Fund - Ord Class 富達優越投資組合 - 資本穩定基金 (一般單位)		
PF11-BlackRock Global Government Bond Fund 貝萊德環球政府債券基金		
PF12A-JPMorgan SAR Hong Kong Fund 摩根宜安香港基金		
PF20-JPMorgan Provident High Growth Fund - Inv Class 摩根公積金高增長基金 - 投資單位		
PF21-JPMorgan Provident Growth Fund - Inv Class 摩根公積金增長基金 - 投資單位		
PF22-JPMorgan Provident Balanced Fund - Inv Class 摩根公積金均衡基金 - 投資單位		
PF23-JPMorgan Provident Capital Fund - Inv Class 摩根公積金平穩基金 - 投資單位		

Note: The HSBC Global Money Funds HKD (PF05A), the iShares Developed World Index Fund (IE) (PF16) and the BlackRock ICS US Dollar Liquidity Fund (PF19) are not qualified for roll-over.

註: 匯豐環球貨幣基金港元(PF05A)、安碩環球已發展國家股票指數基金(PF16)及貝萊德美元流動性基金(PF19)不能作基金轉戶。

I will refer to additional materials regarding this arrangement, complete required applications and give consent for necessary authorisation arrangement. Any relevant costs including stamp duty and fiscal charges shall be borne by my account.

本人將就此安排細閱更多有關資料, 填妥所需申請表及同意授權此安排。所有相關費用包括印花稅和財務費用將由本人之帳戶支付。

Please arrange to pay my last contribution in excess of the minimum MPF benefit (if any), to my bank account below: 請安排支付本人之最後供款(已扣除強積金最低利益(如適用))到以下銀行戶口:

Bank Name 銀行名稱: \_\_\_\_\_ Account Name 戶口姓名: \_\_\_\_\_  
 Branch 分行: \_\_\_\_\_ Account No. 戶口號碼: \_\_\_\_\_

### Section C – Signature 第三部份 - 簽署

Upon receipt of my benefit, I confirm that I and my Legal Personal Representative shall have no further claims on the Employer, the Superannuation Fund or the Trustee of the Superannuation Fund. I also understand that if a switching request is still pending or being settled while the redemption of benefit payment is being processed, the redemption has to be postponed until after the switching process is completed.

一經收取本人之福利後, 本人確認本人及本人的私人法律代表不得進一步向僱主、此公積金計劃或此公積金計劃的受託人作出索償。本人明白處理贖回有關福利款項時, 若仍有資產轉換之申請正待處理或有待結算, 有關贖回將會順延, 直至資產轉換完成為止。

\_\_\_\_\_  
Signature of Member  
成員簽署

\_\_\_\_\_  
Date 日期: (dd 日 / mm 月 / yyyy 年)

### Section D – To be Completed by the Employer - 第四部份 - 請由僱主填寫

Reason for Termination:  Resignation  Death  Retirement  
 終止服務原因 離職 身故 退休  
 Total Permanent Disability  Others (please specify)  
 完全及永久傷殘 其他 \_\_\_\_\_ (請註明)

Last Day of Employment with University \_\_\_\_\_ (dd 日 / mm 月 / yyyy 年)  
於大學之最後受僱日期:

Remarks: \_\_\_\_\_ (please specify 請註明)  
備註

Approved by Authorised Person and Signature 授權人批核及簽名: \_\_\_\_\_

Name of Authorised Person 授權人姓名: \_\_\_\_\_ Date 日期: \_\_\_\_\_

\_\_\_\_\_  
dd 日 mm 月 yyyy 年

BCTC use only 銀聯信託專用:	Document Received Date:	Inputted by:	Checked by:	Remarks:
		Date Inputted:	Date Checked:	

**HONG KONG BAPTIST UNIVERSITY 1998 SUPERANNUATION FUND (“THE SUPERANNUATION FUND”)**  
**香港浸會大學 1998 公積金計劃 (“公積金計劃”)**

Appendix 1 (附件 1)

Investment Managers' Fund Names 投資經理的基金名稱	HKBU's Fund Names 浸會大學的基金名稱
PF01A - HSBC Managed Growth Fund – P Class 匯豐增長管理基金 – P 單位 (80 - 100% equities 股票)	PF01A - HSBC High Growth 匯豐高增長 (80 - 100% equities 股票)
PF02A - HSBC Managed Balanced Fund – P Class 匯豐均衡管理基金 – P 單位 (60 - 80% equities 股票)	PF02A - HSBC Growth 匯豐增長 (60 - 80% equities 股票)
PF03A - HSBC Managed Stable Growth Fund – P Class 匯豐平穩增長管理基金 – P 單位 (40 - 60% equities 股票)	PF03A - HSBC Balanced 匯豐平衡 (40 - 60% equities 股票)
PF04A - HSBC Managed Stable Fund – P Class 匯豐穩健管理基金 – P 單位 (20 - 40% equities 股票)	PF04A - HSBC Stable 匯豐穩定 (20 - 40% equities 股票)
PF05A - HSBC Global Money Funds HKD – A Class 匯豐環球貨幣基金港元 – A 單位 (0 % equities 股票)	PF05A - HSBC HKD Money Market 匯豐港元貨幣 (0 % equities 股票)
PF14 - HSBC Global Investment Funds – Asia Pac ex Jap Eq High DIV-IC 匯豐環球投資基金 – 亞太收益增長股票-IC 單位 (80 - 100% equities 股票)	PF14 - HSBC Asia Pacific ex Japan Equity High Dividend Fund 匯豐亞太收益增長股票 (80 - 100% equities 股票)
PF07 - FAP Growth Fund – Ord Class 富達優越投資組合 – 增長基金 (一般單位) (80 - 100% equities 股票)	PF07 - Fidelity High Growth 富達高增長 (80 - 100% equities 股票)
PF08 - FAP Balanced Fund – Ord Class 富達優越投資組合 – 均衡基金 (一般單位) (60 - 80% equities 股票)	PF08 - Fidelity Growth 富達增長 (60 - 80% equities 股票)
PF09 - FAP Stable Growth Fund – Ord Class 富達優越投資組合 – 平穩增長基金 (一般單位) (40 - 60% equities 股票)	PF09 - Fidelity Balanced 富達平衡 (40 - 60% equities 股票)
PF18 - FAP Capital Stable Fund – Ord Class 富達優越投資組合 – 資本穩定基金 (一般單位) (20 - 40% equities 股票)	PF18 - Fidelity Capital Stable 富達資本穩定 (20 - 40% equities 股票)
PF11 - BlackRock Global Government Bond Fund 貝萊德環球政府債券基金 (0 % equities 股票)	PF11 - BlackRock Global Gov't Bonds 貝萊德環球政府債券 (0 % equities 股票)
PF16 - iShares Developed World Index Fund (IE) 安碩環球已發展國家股票指數基金 (100 % equities 股票)	PF16 - iShares Developed World Index Fund (IE) 安碩環球已發展國家股票指數基金 (100 % equities 股票)
PF19 - BlackRock ICS US Dollar Liquidity Fund (Premier - Accumulating) 貝萊德美元流動性基金 (優越 - 累積) (0 % equities 股票)	PF19 - BlackRock USD Money Market 貝萊德美元貨幣 (0 % equities 股票)
PF12A - JPMorgan SAR Hong Kong Fund 摩根宜安香港基金 (100% equities 股票)	PF12A - JPMorgan HK Equity 摩根香港股票 (100% equities 股票)
PF20 - JPMorgan Provident High Growth Fund – Inv Class 摩根公積金高增長基金 – 投資單位 (80 - 100% equities 股票)	PF20 - JPMorgan High Growth 摩根高增長 (80 - 100% equities 股票)
PF21 - JPMorgan Provident Growth Fund – Inv Class 摩根公積金增長基金 – 投資單位 (60 - 80% equities 股票)	PF21 - JPMorgan Growth 摩根增長 (60 - 80% equities 股票)
PF22 - JPMorgan Provident Balanced Fund – Inv Class 摩根公積金均衡基金 – 投資單位 (40 - 60% equities 股票)	PF22 - JPMorgan Balanced 摩根均衡 (40 - 60% equities 股票)
PF23 - JPMorgan Provident Capital Fund – Inv Class 摩根公積金平穩基金 – 投資單位 (20 - 40% equities 股票)	PF23 - JPMorgan Capital 摩根平穩 (20 - 40% equities 股票)