

# 香港紅十字會捐款者資料更改表格 Hong Kong Red Cross Change of Donor Information Form

## 捐款者資料 Donor's Information

請在適當方格內加上“\”或“#”刪去不適用者 / Please “\” or “#” delete where appropriate

姓名(中文)	(姓) (名)	(先生/女士)	捐款者號碼(如適用) Donor ID (if applicable)																	
Name (Eng)	(* Mr./ Ms.)		聯絡電話 Contact No.																	
	(Last)	(First)	電郵 Email																	
本人欲更改以下通訊資料或捐款方法 / I would like to update the following(s) information or instruction(s):																				
簽署 Signature			日期 Date				生效日期 Effective Date													

3945/GD

## 更改個人資料 Change of Personal Information

只須填寫更改之項目 / Please fill in the changed items only

更新名稱(中文)	(姓) (名)	(先生/女士)	新聯絡電話 New Tel No.																	
Updated Name(Eng)	(* Mr./ Ms.)		新電郵 New Email																	
更新地址 Updated Address	(Last)	(First)	更改通訊語言 Preferred language for communication							<input type="checkbox"/> 中文	<input type="checkbox"/> English									
			希望訂閱電子版「紅十字通訊」 I wish to subscribe e-RedCross News							<input type="checkbox"/> 是 Yes	<input type="checkbox"/> 否 No									

## 更改定期捐款指示 Change of Monthly Donation Instruction(s)

更改每月的定期捐款金額 I would like to change my monthly donation amount:

由 From	現有定期捐款額 Existing amount:	HK\$	至 To	新的定期捐款額 New amount:	HK\$
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更改捐款方法 I would like to change my donation method

更新或更改信用卡資料並 \*同意/不同意 香港紅十字會於下次自動過賬日一併扣取最近不成功過數及下次的捐款。

I update my Credit card information and \*Agree/ Disagree Hong Kong Red Cross to re-debit donations that were not able to debit from my account previously.

<input type="checkbox"/> 信用卡 / Credit Card	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMERICAN EXPRESS
持卡人姓名 Cardholder's Name		持卡人簽名 Cardholder's Signature	
信用卡號碼 Credit Card Number		有效期至*Expiry Date*	月 Month 年 Year
*本人授權香港紅十字會由本人之信用卡戶口轉帳上述指定金額作定期捐款。此授權在本人之信用卡有效期間後及獲發新卡後仍繼續生效。直至另行通知。有效期間最少兩個月內有效。 The authorization for the Hong Kong Red Cross to debit the specified amount monthly from his/ her credit card account will continue after the expiry date of the credit card and with the issuance of a new card until further notice. Expiry date is valid for at least two months.			

透過銀行自動轉帳每月捐款 By bank auto-pay to donate monthly

請把捐款表格之正本郵寄回本會以設立銀行自動轉帳服務。請以英文正楷填寫表格。如有任何塗改，請在旁簽署。 Please mail the original donation form to us for auto-pay set up. Please fill in the form with BLOCK letters and sign against any alterations you make on this form.

收款方 (受益人) Name of Party to be Credited (The Beneficiary)	銀行編號 Bank No.	分行編號 Branch No.	賬戶號碼 Account No.
香港紅十字會 Hong Kong Red Cross	0 1 2	8 0 6	0 0 0 2 8 1 7 3
本人/吾等之銀行及分行名稱 My/Our Bank Name and Branch	銀行編號 Bank No.	分行編號 Branch No.	本人/吾等之賬戶號碼 My/ Our Account No.
本人/吾等在結單/存摺上所紀錄之名稱 My/Our Name(s) as recorded on Statement/Passbook			香港身份證/護照號碼 HKID/Passport No.
付款限額 Payment Limit 如「每月/每次捐款之限額」一欄未有填上，債務銀行會將轉帳限額設定為「不設上限」。If "Limit for Each Monthly / Each Payment Donation" is not specified, the debtor's bank will set the limit as "unlimited".	本人/吾等之簽名 My/Our Signature(s) 必須與銀行賬戶所簽署者完全相同 same signature of your bank account holder(s).	日期 Date	
HK\$	<input type="checkbox"/> Per Payment 每次 <input type="checkbox"/> Per Month 每月		

## 此欄由本會職員填寫 For official use only

香港紅十字會債務人(捐款人)參考 HKRC Debtor Ref. (Donor Ref.) No.	銀行專用 For Bank Use	簽名式樣 Signature Verified
1. 本人/吾等現授權本人/吾等之上述提款賬戶的銀行(下稱「銀行」)，根據受益人及/或其往來銀行及/或其往來銀行代理行不時給予銀行之指示，從本人/吾等之賬戶轉帳至上述商戶/賬戶。惟每次轉帳金額不得超過以上指定之限額。I/We hereby authorize the bank of my/our above withdrawal account (the "Bank") to effect transfers from my/our account to the above merchant/account in accordance with such instructions as the 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 any one such transfer shall not exceed the limit indicated above.		
2. 本人/吾等對於本授權書中提供的所有資料的準確性及完整性負有全部責任。銀行對與之相關的檢查或核實概不負責。如受益人的資料與所提供的賬戶號碼不吻合，本授權書將會基於本人/吾等所提供的賬戶號碼，銀行對任何損失概不負責。I/We shall be solely responsible for the accuracy and completeness of all information provided in this authorisation and the Bank shall not be responsible for checking or verifying the same. If the beneficiary's details do not match with the respective account number, this authorisation will be based on the account number provided by me/us and the Bank shall not be liable for any loss.		
3. 本人/吾等同意銀行無須查明是否已給予本人/吾等任何轉帳的通知。I/We agree that the Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us.		
4. 當因該等轉帳導致本人/吾等之賬戶出現透支(或令現時之透支增加)，本人/吾等共同及個別承擔全部責任。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).		
5. 本人/吾等同意當本人/吾等之賬戶沒有足夠款項支付任何於此授權的轉帳，銀行享有酌情權，有權不予轉帳，且銀行可收取慣常收費，並可隨時在不通知本人/吾等的情况下取消本授權書。I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorised, the Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and may cancel this authorisation at any time without notification to me/us.		
6. 本授權書將繼續生效，直至另行通知為止或直至上列到期日(如有)為止(以兩者中最早之日期為準)。This authorisation shall have effect until further notice or until the expiry date specified above (if any) (whichever shall first occur).		
7. 本人/吾等同意任何由服務供應商或受益人提供服務引起或與之有關的爭議或投訴，將由本人/吾等直接與服務供應商或受益人解決。銀行無須就服務供應商或受益人提供的服務承擔任何責任。I/We agree that any disputes or complaints arising from or in connection with the services provided by the service providers or beneficiaries shall be resolved directly with the service provider or beneficiaries by me/us. The Bank shall not be liable in any way for the services provided by the service provider or beneficiaries.		
8. 本人/吾等同意銀行無須承擔因任何超出銀行所能控制的事件而招致的任何直接或間接損失或損壞，包括但不限於任何電腦系統、程式、伺服器或支付處理系統出現的任何錯誤、操作失常、中斷、暫停、入侵或故障。I/We agree that the Bank shall not in any way be liable for any loss or damage incurred, directly or indirectly as a result of events beyond the Bank's control, including but not limited to any error, malfunctioning, interruption, suspension, hacking or failure of any computer system, server or payment processing system.		
9. 本人/吾等確認：取消服務供應商或受益人提供之服務並不代表取消本授權書。本人/吾等須分別向本人/吾等之銀行發出取消通知以取消本授權書。I/We acknowledge that cancellation of the services provided by the service providers or beneficiaries shall not mean to cancel this authorisation with the Bank and I/We have to separately give a notice of cancellation to the Bank in order to cancel this authorisation.		
10. 本人/吾等同意任何取消或更改本授權書之通知，須於取消/更改生效日最少四個工作天之前交予銀行。I/We agree that any notice of cancellation or variation of this authorisation which I/we may give to the Bank shall be given at least four working days prior to the date on which such cancellation/variation is to take effect.		
11. 本人/吾等同意本授權書或任何於此授權的轉帳受銀行的服務條款 ( <a href="https://www.bochk.com/conditionsofourservices.html">https://www.bochk.com/conditionsofourservices.html</a> ) 及以上條款及細則約束。特別地，就建立本授權及進行此授權的轉帳時若使用到快速支付系統相關設施及服務，本人/吾等明白及同意受銀行的服務條款中「快速支付系統」的條款約束。I/We hereby agree this authorisation and any transfer hereby authorized are subject to the Bank's Conditions for Services ( <a href="https://www.bochk.com/conditionsofourservices.html">https://www.bochk.com/conditionsofourservices.html</a> ) and the above terms and conditions. In particular, where FPS and related facilities and services are used in setting up this authorisation and effecting the transfer hereby authorised, I/we understand and agree that the Condition titled "Faster Payment System" in the Bank's Conditions for Services will apply.		
12. 本條款及細則中的中、英文本如有歧異，將以英文版本為準。The English version of these Terms and Conditions shall prevail whenever there is a discrepancy between the English version and the Chinese version.		

NOTES 附註:
1. 如閣下付款之限額每次可能不相同則請將最高者定為每次付款之最高限額。如付款限額沒有選擇限額過期，則預設為「每次」。If the amount of your payments are likely to vary each time, set the Limit for Each Payment at the maximum amount you would expect to pay at any one time. If payment limit periodicity is not provided, the default will be "Per Payment".
2. 本直接付款授權書將於「到期日」一欄中所填寫之日期自動撤銷。如 貴戶意欲直接付款授權書無限期有效(或直至 貴戶予以撤銷為止)，則請將該欄留空。 This Direct Debit Authorisation will be cancelled automatically on the date included in the box marked "Expiry Date". If you wish the Direct Debit Authorisation to have effect indefinitely (or until being cancelled by you), please leave the box blank.
3. 請保證 貴戶在此授權書內之簽名，與銀行賬戶所簽署者完全相同。 Please ensure that you sign the form in the usual way that you would sign your Bank Account.
4. 在債務人參考欄內，請將 貴戶與受款方之關係，略予說明，例如學生編號、抵押合約號碼等。 In the box marked "Debtor's Reference", please enter the identifying reference between yourself and the party to be credited i.e. Student No., Mortgage Agreement No., Rental Agreement No., etc.
5. 當「每次付款之限額」一欄未有填上時，債務銀行可酌量就轉帳金額設下一個限額。 The debtor's bank may set an internal limit when the "limit for each payment" is not specified.
6. 如果轉帳金額超過債務銀行所釐定限額，債務銀行會保留權利不予轉帳，預先安排除外。 The debtor's bank reserves the right to reject the payment exceeding the maximum limit specified by the debtor's bank unless prior arrangements have been made.

電話 Hotline: 2802 0016

傳真 Fax: 2802 0017

電郵 Email: [cdl@redcross.org.hk](mailto:cdl@redcross.org.hk)

網址 Website: [www.redcross.org.hk](http://www.redcross.org.hk)

地址 Address: 香港西九龍海庭道 19 號香港紅十字會總部 Hong Kong Red Cross Headquarters, 19 Hoi Ting Road, West Kowloon, Hong Kong



## 個人資料收集聲明 Personal Information Collection Statement

香港紅十字會(「本會」)盡力遵守《個人資料(私隱)條例》中所列載的規定，確保儲存的個人資料準確無誤，及有妥善保密的儲存方法，為保障資料當事人的利益。本會只收集當事人提供的個人資料作行政、寄發收據、活動報名及推廣用途(見下文)。本會可能運用您提供的個人資料(包括您的姓名和聯繫方式)，以便本會日後為您提供最新的機構資訊、進行捐款相關的跟進，以及聯絡和推廣用途。您的個人資料可能會提供給本會以外的第三方服務提供者，以處理您的活動資料和日後推廣用途。倘本會未得到您同意之前，本會將不會使用您的個人資料作任何推廣用途。您可以隨時要求本會停止使用您的個人資料作上述推廣用途，費用全免。如欲日後查閱或更新個人資料，請隨時致電捐款查詢熱線：28020016。

Hong Kong Red Cross ("HKRC") undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data obtained are accurate and securely kept. To safeguard interest of our data subject, HKRC collects personal data from you for the purposes of administration, receipt issuing and other promotion activities (as defined below).

HKRC may use the personal data you provided (including your name and contact details) for the purposes of providing you with information of HKRC, donation follow up, communications & promotion activities. Your personal data may be provided to third party service provider (outside HKRC) who provides data handling for administration and marketing purposes. However, we will not use your personal data unless we have received your consent. Upon your request at any time and at no charge, we will cease to use your personal data for promotion purposes. Please contact our Donation Hotline at 2802 0016 for enquiry or any updating of your personal data.