

To 致: Bank Consortium Trust Co. Ltd. 銀聯信託有限公司
 c/o AMTD Global Markets Limited (formerly known as AMTD Asset Management Limited)

Bank Consortium Trust Company Limited

FORM: IM (TVC) – TCM

尚乘環球市場有限公司 (前稱尚乘資產管理有限公司)

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**AMTD MPF Scheme - Tax Deductible Voluntary Contribution (TVC) Account
 Asset Switch / Chang of Investment Mandate Form**

**AMTD 強積金計劃 - 可扣稅自願性供款(TVC)帳戶
 資產轉換 / 更改未來投資選擇表格**

Note 注意

- Please countersign any alterations made in this form.
如須作出任何刪改, 請於刪改之位置旁簽署。
- Under normal circumstances, (i) If we receive your valid fund switching / change of investment mandate before 4:00pm (Hong Kong time) on any business day, your instructions will be processed by using the fund price of the next business day, (ii) If we receive your valid fund switching instructions at or after 4:00pm (Hong Kong time) on any business day, or anytime on a Saturday, public holiday or other non-business day, your instructions will be processed by using the fund price of the next 2 business days.
在一般情況下, (i) 於每個工作天下午四時前 (香港時間) 收到有效的基金轉換/投資委託變更指示, 本公司將根據下一個工作天的基金價格處理。(ii) 如在下午四時或之後或在非工作天 (如星期六、公眾假期) 所收到有效的基金轉換指示, 則有關指示將根據下兩個工作天的基金價格處理。
- If you have invested in the Default Investment Strategy ["DIS"] and would like to switch out from it and / or change your investment mandate to invest into other constituent fund(s) before the taking place of the annual de-risking on your birthday, we must receive your valid fund switching instruction and / or a new investment mandate (as applicable) before 4:00 pm on your birthday.
若您已投資於預設投資策略 (「預設投資」) 並想於生日當天執行的每年降低風險前將預設投資的基金單位轉出及 / 或更改您的投資委託以投資於其他成份基金, 本公司需於您生日當天下午四時前收妥有效的基金轉換指示及 / 或新投資委託指示 (視何者適用而定)。

| PART I. MEMBER DETAILS 成員資料 | | |
|-----------------------------|---|---|
| Name of Scheme 計劃名稱 | AMTD MPF Scheme AMTD 強積金計劃 | |
| | Participating Plan No. + 參與計劃編號+ | |
| Name of Member 成員姓名 | English (Mr / Ms / Mrs**) 英文 (先生 / 女士 / 太太**) | |
| | Chinese (Mr / Ms / Mrs**) 中文 (先生 / 女士 / 太太**) | |
| HKID Card No. 香港身份證號碼 | | Passport No. (ONLY for member without HKID Card) 護照號碼 (本欄僅供沒有香港身份證的成員填寫) |
| Contact Phone No. 聯絡電話號碼 | | |

** Delete as appropriate 請刪去不適用者

+ If no Participating Plan No. is provided on this Form, it may be returned to the member for completion. 如在此表格上沒有提供參與計劃編號, 此表格可能退回給成員填寫。

PART II. Fund Switching Instruction for Existing Balance (Remarks 1, 6, 7 & 9) 轉換現有資產之投資指示(備註 1, 6, 7 及 9)
(Completing this part will change your fund allocation of existing account balance ONLY. If you would like to change the investment mandate for future contributions and transfer-in assets, please complete Part III of this Form.
 此部份的指示只更改您現有帳戶結餘的基金分布，如欲更改您將來所有供款和轉入資產的投資指示，請填寫此表格之第 III 部份。)

Important Note 重要提示

Before giving any fund switching instructions, please check all the existing balance under your TVC account. Simply fill in the “Switch Out” percentage for the fund(s) you would like to sell, and complete the “Switch In” percentage for the funds you would like to buy (the “Switch In” must be 100% in total). For details of Fund Switching Instruction, please refer to Remark 8.

在作出轉換基金指示前，請先了解您在可扣稅自願性供款帳戶的現有結餘，然後填上需要出售基金的轉出百分比，及所需要買入基金的轉入百分比（轉入總數必須為 100%）。有關轉換資產之投資指示，詳情請參閱備註 8。

| Fund Switching Instruction (For Existing Balance Only) 基金轉換指示 (適用於現有資產) | | TVC Account 可扣稅自願性供款帳戶 (including all TVC and / or transfer-in assets of a TVC nature) (包括所有可扣稅自願性供款及 / 或可扣稅自願性供款性質的轉入資產) | |
|---|--|--|-----------------|
| | | Investment Allocation Percentage 投資配置百分比 (%) (Must be an integer and all percentages for each “Switch In” column should add up to 100% in total 必須為整數及轉入百分比的總和必須為 100%) | |
| | | Switch Out 轉出 | Switch In 轉入 |
| DIS | Default Investment Strategy (Remarks 2-5) 預設投資策略 (備註 2-5) | | |
| AICF | AMTD Invesco MPF Conservative Fund AMTD 景順強積金保守基金 | | |
| AIGB | AMTD Invesco Global Bond Fund AMTD 景順環球債券基金 | | |
| AIAF | AMTD Invesco Asia Fund AMTD 景順亞洲基金 | | |
| AIEF | AMTD Invesco Europe Fund AMTD 景順歐洲基金 | | |
| AIHK | AMTD Invesco Hong Kong and China Fund AMTD 景順香港中國基金 | | |
| AI18 | AMTD Invesco Target Retirement Now Fund (Previously known as AMTD Invesco Target 2018 Retirement Fund) AMTD 景順目標現在退休基金 (前稱 AMTD 景順目標 2018 退休基金) | | |
| AI28 | AMTD Invesco Target 2028 Retirement Fund AMTD 景順目標 2028 退休基金 | | |
| AI38 | AMTD Invesco Target 2038 Retirement Fund AMTD 景順目標 2038 退休基金 | | |
| AI48 | AMTD Invesco Target 2048 Retirement Fund AMTD 景順目標 2048 退休基金 | | |
| ARDA | AMTD Allianz Choice Dynamic Allocation Fund AMTD 安聯精選靈活資產基金 | | |
| ARCS | AMTD Allianz Choice Capital Stable Fund AMTD 安聯精選穩定資本基金 | | |
| ARSG | AMTD Allianz Choice Stable Growth Fund AMTD 安聯精選穩定增長基金 | | |
| ARBF | AMTD Allianz Choice Balanced Fund AMTD 安聯精選均衡基金 | | |
| ARGF | AMTD Allianz Choice Growth Fund AMTD 安聯精選增長基金 | | |
| ACAF | AMTD Invesco Core Accumulation Fund (No automatic de-risking features) AMTD 景順核心累積基金 (沒有自動降低投資風險特性) | | |
| AA65 | AMTD Invesco Age 65 Plus Fund (No automatic de-risking features) AMTD 景順 65 歲後基金 (沒有自動降低投資風險特性) | | |
| Total 總和 (Remark 8 備註 8) | | | 100% |

Remarks 備註:

1. Once the instructions have been executed, a confirmation notice will be mailed to you within 3 business days after execution of instruction. If you do not receive the confirmation or have any query, please call AMTD MPF Hotline at 3163-3260 for assistance. Your fund switching instruction will apply to the existing account balance only and will not apply to contribution / transfer-in monies which is / are being processed.
 確認書將於執行指示後的三個營業日內寄出，如您未能收到有關確認書或有任何疑問，請致電 AMTD 強積金熱線 3163-3260 與我們聯絡。您的基金轉換指示只適用於帳戶內的現有結餘，並不適用於在處理中之供款 / 待轉入之款項。
2. For member who has invested in DIS, if one or more of the specified fund switching instruction(s) is / are being processed on the annual date of de-risking for a relevant member, the annual de-risking will normally take place on the next dealing day after completion of such specified instructions where necessary.
 就投資於預設投資的成員，如有關成員每年作出隨年齡降低投資風險的安排時，有一個或超過一個的基金轉換指示正在執行中，該週年降低投資風險的安排一般在該等指示完成後下一個交易日執行。
3. In general, when making fund switching instruction, if you choose to switch from the DIS to the individual constituent fund of AMTD Invesco Core Accumulation Fund and / or AMTD Invesco Age 65 Plus Fund, please note that redemption and subscription of fund units may be involved, and vice versa.
 一般而言，在您作出基金轉換指示時，若選擇由預設投資轉換至個別成份基金即 AMTD 景順核心累積基金和 / 或 AMTD 景順 65 歲後基金，請注意當中可能會涉及基金單位的贖回及認購；反之亦然。
4. If you switch into or out of the DIS, such switching may negatively affect the long-term balance between the risks and returns attributes which have been built into the DIS.
 若您轉入或轉出預設投資，該轉換可能對作為長線策略納入預設投資的風險與回報特質間之平衡構成不利影響。
5. No annual de-risking will be performed if all funds in DIS have been redeemed.
 如所有預設投資內之基金已被贖回，每年的自動降低投資風險安排將不會執行。
6. If the office is closed all the day due to the Tropical Cyclone Signal No. 8 or above or a Black Rainstorm Warning is in force, the price valuation of the Funds may be suspended. All instructions will be postponed to the next valid business day for processing.
 當八號或更高之熱帶氣旋警告信號或黑色暴雨警告生效時，如導致辦事處全日暫停辦公，基金價格估值可能會暫停。所有指示將順延至下一個有效之工作天進行。
7. Members should note that investment markets could fluctuate significantly. Fund prices may go down as well as up. There is no guarantee that, given the time required to implement fund switching instructions, such instructions will achieve your desired results. Please carefully consider your own risk tolerance level and financial circumstances (as well as your own retirement plan) before making any investment choices. If in doubt, please contact your independent financial advisor for further details.
 成員必須注意投資市場可能出現顯著的波動，基金單位價格可跌可升。由於處理有關基金轉換投資指示需要一定的時間，因此未必能夠保證達到您預期的結果。在作出投資選擇前，您必須小心衡量個人可承受風險的程度及財政狀況(包括您的退休計劃)。如有任何疑問，請諮詢您的獨立財務顧問了解更多詳情。
8. A valid Fund Switching Instruction for TVC Account must be such that (a) each Investment Allocation Percentage is specified as an integer, i.e. a whole number, of at least 1%, and (b) all of the Investment Allocation Percentages for "Switch In" column add up to 100% in total. If a Fund Switching Instruction does not comply with such requirements including, but not limited to cases where any Investment Allocation Percentage is specified not as an integer of at least 1% or all of the Investment Allocation Percentages for a "Switch In" column do not add up to 100% in total, the Fund Switching Instruction will be regarded as invalid. If the Investment Allocation Percentage for "Switch Out" for a constituent fund is more than 100%, the Fund Switching Instruction for the particular constituent fund will be carried out as if it is 100%.
 可扣稅自願性供款帳戶的有效基金轉換指示必須為 (a) 每個投資配置的百分比須以至少 1% 的整數 (即完整的數目) 表示，及 (b) 全部於「轉入」欄位的百分比總和等於 100%。若基金轉換指示並未符合上述要求，包括但不限於任何投資配置的百分比並不是至少 1% 的整數或全部於「轉入」欄位的投資配置百分比之總和不等於 100%，則該基金轉換指示將被視作無效。若某一成份基金的投資配置於「轉出」欄位的百分比超過 100%，其基金轉換指示將以 100% 執行。
9. If any fund is pending for switching out, new instructions for switching out the remaining balance of the said fund will not be accepted until the pending instructions have been completed.
 如任何基金涉及尚待完成的轉出指示，在該轉出指示完成前，該基金內的其它結餘，將不會接受新的基金轉出指示直至尚待完成的轉出指示完成為止。

PART III. Change of Investment Mandate for Future Contributions and Asset Transfer-in (Remarks 1 & 2)**更改將來供款及資產轉入之投資委託指示 (備註 1 & 2)**

Completing this part will change your investment mandate for all future contributions and transfer-in assets ONLY. If you would like to change the fund allocation of your existing account balance, please complete Part II of this Form.

此部份的指示只更改將來所有供款和轉入資產的投資委託指示，如欲更改您現有帳戶結餘的基金分布，請填寫此表格之第 II 部份。）

Important Note 重要提示

Please indicate your investment mandate for TVC Account in the column provided below. If you do not wish to choose an investment option, you do not have to do so. The DIS is not a fund; it is a strategy that uses two funds (i.e. AMTD Invesco Core Accumulation Fund and AMTD Invesco Age 65 Plus Fund) to manage investment risk exposure by automatically reducing the exposure to higher risk assets and correspondingly increasing the exposure to lower risk assets as you approach your retirement age. In general, the de-risking of investment in DIS will be automatically carried out each year on your birthday, when you are at the age from 50 to 64. For details, you may refer to the information on DIS at www.amtdgroup.com. For your fund choice combination, you are free to choose to invest into the DIS and/or one or more constituent funds from the list below (including AMTD Invesco Core Accumulation Fund and AMTD Invesco Age 65 Plus Fund as standalone investments).

請於下列欄位清楚填寫您的可扣稅自願性供款帳戶之投資委託指示。若您不願意提供投資選擇，您可選擇不提供。預設投資並不是一個投資基金；而是一個透過利用兩個投資基金（即 AMTD 景順核心累積基金及 AMTD 景順 65 歲後基金）去管理投資風險的策略。它會在您接近退休年齡前自動減持高風險的資產及增持低風險的資產。預設投資的降低投資風險安排一般會在您 50 至 64 歲間，每年的生日當天執行。詳情可參照於 www.amtdgroup.com 的預設投資資訊。於您的基金選擇組合內，您可自由選擇投資於預設投資及 / 或下列一個或多個成份基金(包括作為單獨投資的 AMTD 景順核心累積基金及 AMTD 景順 65 歲後基金)。

| Change of Investment Mandate (For Future Contributions Only) 更改投資委託指示 (適用於將來供款) | | TVC Account 可扣稅自願性供款帳戶 (including all TVC and / or transfer-in assets of a TVC nature) (包括所有可扣稅自願性供款及 / 或可扣稅自願性供款性質的轉入資產) |
|---|--|---|
| | | Investment Allocation Percentage 投資配置百分比 (%) (Must be an integer and all percentages for each account should add up to 100% in total 必須為整數及百分比的總和必須為 100%) (Remark 5 備註 5) |
| DIS | Default Investment Strategy 預設投資策略 | |
| AICF | AMTD Invesco MPF Conservative Fund AMTD 景順強積金保守基金 | |
| AIGB | AMTD Invesco Global Bond Fund AMTD 景順環球債券基金 | |
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| AI18 | AMTD Invesco Target Retirement Now Fund (Previously known as AMTD Invesco Target 2018 Retirement Fund) AMTD 景順目標現在退休基金 (前稱 AMTD 景順目標 2018 退休基金) | |
| AI28 | AMTD Invesco Target 2028 Retirement Fund AMTD 景順目標 2028 退休基金 | |
| AI38 | AMTD Invesco Target 2038 Retirement Fund AMTD 景順目標 2038 退休基金 | |
| AI48 | AMTD Invesco Target 2048 Retirement Fund AMTD 景順目標 2048 退休基金 | |
| ARDA | AMTD Allianz Choice Dynamic Allocation Fund AMTD 安聯精選靈活資產基金 | |
| ARCS | AMTD Allianz Choice Capital Stable Fund AMTD 安聯精選穩定資本基金 | |
| ARSG | AMTD Allianz Choice Stable Growth Fund AMTD 安聯精選穩定增長基金 | |
| ARBF | AMTD Allianz Choice Balanced Fund AMTD 安聯精選均衡基金 | |
| ARGF | AMTD Allianz Choice Growth Fund AMTD 安聯精選增長基金 | |
| ACAF | AMTD Invesco Core Accumulation Fund (No automatic de-risking features) AMTD 景順核心累積基金 (沒有自動降低投資風險特性) | |
| AA65 | AMTD Invesco Age 65 Plus Fund (No automatic de-risking features) AMTD 景順 65 歲後基金 (沒有自動降低投資風險特性) | |
| Total 總和 | | 100% |

Remarks 備註:

- Once the instructions have been executed, a confirmation notice will be mailed to you within 3 business days after execution of instruction. If you do not receive the confirmation or have any query, please call AMTD MPF Hotline at 3163-3260 for assistance.
確認書將於執行指示後的三個工作天內寄出，如您未能收到有關確認書或有任何疑問，請致電 AMTD 強積金熱線 3163-3260 與我們聯絡。
- If there is no investment choice provided since your application for TVC account, all future contributions or transfer-in asset to the respective account will be invested into the DIS.
若您自申請可扣稅自願性供款帳戶後沒有就可扣稅自願性供款帳戶提供投資選擇，該戶口的所有將來供款或轉入資產將投資於預設投資。
- A valid Investment Mandate for TVC Account must be such that (a) each Investment Allocation Percentage is specified as an integer, i.e. a whole number, of at least 1%, and (b) all of the Investment Allocation Percentages add up to 100% in total. If an Investment Mandate does not comply with such requirements including, but not limited to cases where any Investment Allocation Percentage is specified not as an integer of at least 1% or all of the Investment Allocation Percentages add up to more than 100% in total, the Investment Mandate will be regarded as invalid. If all of the Investment Allocation Percentages add up to less than 100% in total, you would be regarded as not having given a valid Investment Mandate, and all investment will be made in the same way as before until valid investment mandate to change investment mandate is received by the trustee.
強制性供款戶口及自願性供款戶口 / 特別自願性供款的有效投資委託必須為 (a) 每個投資配置的百分比須以至少 1% 的整數 (即完整的數目) 表示，及 (b) 全部投資配置百分比的總和等於 100%。若投資委託並未符合上述要求，包括但不限於任何投資配置的百分比並不是至少 1% 的整數或全部投資配置的百分比總和超過 100%，則該投資委託將被視作無效。若全部投資配置百分比的總和少於 100%，您將被視作未有作出有效的投資委託及所有投資將維持原有投資配置，直至受託人收到更改投資委託的有效投資委託為止。

PART IV. PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

The personal data provided by or in respect of Members and Participating Employers of the AMTD MPF Scheme (the “Scheme”) (concerning application records and operational records and / or their dealing / transaction details records) will only be accessed and handled by properly authorised staff of Bank Consortium Trust Company Limited (“BCTC”, the trustee of the Scheme), the sponsor of the Scheme (currently AMTD Global Markets Limited (formerly known as AMTD Asset Management Limited)(“AMTD”)) and their properly authorised service providers, employees, officers, directors and agents, and auditors of the Scheme, and may be used, disclosed and / or transferred (whether in or outside Hong Kong) to such persons as BCTC or any of its service providers may consider necessary, including governmental authorities and regulators, for any of the following purposes: (i) exercising or performing the functions conferred or imposed by or under or for the purposes of the Mandatory Provident Fund Schemes Ordinance (“Ordinance”); (ii) providing services in respect of Mandatory Provident Fund and the Scheme including the processing, administering, managing, and analysing of their, as the case may be, contributions, accrued benefits and portfolios and direct marketing of Mandatory Provident Fund services; (iii) improving the provision of Mandatory Provident Fund services by BCTC to customers generally (including the facilitation of the provision of Mandatory Provident Fund services to enable the customers of BCTC generally to access Mandatory Provident Fund (or other) account details, for example, through the internet; (iv) compliance with applicable laws and regulations, and court order and / or (v) any other purposes for the exercise or performance of the above mentioned functions. If there is any change in the information provided, BCTC should be notified as soon as practicable. Failure to provide the information requested may result in BCTC being unable to process the instructions. All such information may be retained after Members and Participating Employers ceased to participate in the Scheme.

Members and Participating Employers have a right to request access to and correction of any personal data or to request that personal data about them not be used for direct marketing purposes. Requests can be made in writing to the Data Protection Officer at BCTC, 18/F Cosco Tower, 183 Queen’s Road Central, Hong Kong. Under the Personal Data (Privacy) Ordinance, Members and Participating Employers have the right to obtain a copy of information held about Members and Participating Employers and for which the Members and Participating Employers may be charged a fee.

由 AMTD 強積金計劃（「本計劃」）的成員及參與僱主所提供或相關的個人資料（有關申請及運作記錄）及 / 或他們的買賣 / 交易細節記錄僅供銀聯信託有限公司（「銀聯信託」，本計劃之受託人）、本計劃之保薦人（現為尚乘環球市場有限公司（前稱尚乘資產管理有限公司）（「尚乘」））及它們正式授權之服務供應商、僱員、主任、董事及代理及本計劃之核數師使用及處理，及在銀聯信託或其任何服務供應商認為有需要時，或會被使用、披露及 / 或轉移（在香港境內或境外）予個別人士，包括政府機關及監管機構作以下列任何之目的：（一）行使或執行強制性公積金計劃條例（「條例」）下所授予或施加之職能或根據該條例的目的而行使或執行職能；（二）提供強制性公積金及本計劃的服務包括處理、掌管、管理及分析供款、累算權益及投資組合，視乎情況而定，及直銷強制性公積金服務；（三）改善銀聯信託提供予客戶一般之強制性公積金服務（包括協助提供強制性公積金服務以令銀聯信託之客戶可經例如互聯網處理強制性公積金（或其他）戶口資料）；（四）遵守適用之法律及規例及法院命令及 / 或（五）任何以行使或執行上述職能作目的之用途。如所提供資料有所變更，應在可行的情況下儘快通知銀聯信託。未能提供所需資料可能導致銀聯信託不能處理有關指示。於成員及參與僱主停止參與本計劃後，受託人仍可保留上述所有資料。

成員及參與僱主有權要求查閱或更改任何個人資料或要求個人資料不被用作直銷之用。可以書面聯絡銀聯信託之資料保護主任，香港皇后大道中 183 號中遠大廈 18 樓。根據個人資料(私隱)條例，成員及參與僱主有權在支付費用的情況下，索取一份有關成員及參與僱主的資料副本。

PART V. AUTHORISATION AND DECLARATION 授權及聲明

- (1) I understand and agree to the terms of the Personal Information Collection Statement as set out in this form.
 (2) I declare that to the best of my knowledge and belief, the information given in this form and / or its attachment(s), if any, is correct and complete.
 (1) 本人明白及同意於此表格之收集個人資料聲明條款。
 (2) 本人聲明，盡本人所知及所信，本表格及隨附之文件（如有）所提供的資料均屬正確無訛且無缺漏。



Signature of Applicant 申請人簽署

Full Name 全名

Date (D / M / Y) 日期 (日 / 月 / 年)

Internal Use Only 內部專用

Date Received:

Input By:

Verified By:

Remarks: