

## Change of Contact Details Form 更改聯絡資料表格

**Why use paper when you can go online!**

Login via Manulife website to update your contact details.  
It's easy and will take effect **immediately!**

**網上管理帳戶、實現無紙化生活!**

透過登入宏利網站更新您的聯絡資料，**即時生效**，簡單快捷！

[www.manulife.com.hk](http://www.manulife.com.hk)



Please complete in **BLOCK** letters and tick where appropriate.  
請以正楷填寫，並在適當的地方加上剔號。

### 1 General Information of Policyowner/Account Holder/Certificate Holder/Sub-scheme Member 保單持有人 / 帳戶持有人 / 證書持有人 / 附屬計劃成員一般資料 (Fields marked with \* must be completed 附有 \* 之欄目必須填寫)

\* Full Name (Surname first) 全名 (以姓氏先排)

\* ID/Passport/BR No. 身份證 / 護照 / 商業登記號碼

For **individual account(s)**, please specify any **ONE** of the following number(s)  
如保單 / 帳戶為**個人**持有，請列出以下其中**一項**號碼

Policy/Account/Member Account/Group No.  
保單 / 帳戶 / 成員帳戶 / 團體保單號碼

Cert. No. (if applicable)  
證書號碼 (如適用)

For **joint account(s)**, please specify **ALL** Policy/Account number(s)  
如保單 / 帳戶為**聯名**持有，請列出**所有**號碼

### 2 Change of Contact Details 更改聯絡資料

**REMANDER:** Should the change of contact details render any incorrect or incomplete information about your tax residency on our record, you are required to provide Manulife an updated self-certification form within 30 days.

**提示：**如是次更改聯絡資料將導致您於我們的紀錄上有關稅務居民身份的資料不正確或不完整，您必須在30天內向宏利提供更新的稅務居民自我證明。

- Please register your mobile number and email address in order to receive one-time PIN (OTP) to access Manulife Customer Website.
- 請登記您的手提電話號碼及電郵地址，您需要透過短訊或電郵收取一次性密碼，以便使用「宏利客戶網站」服務。

Email Address 電郵地址

Contact Numbers 聯絡電話

Please provide the country code and/or area code (where applicable) together with the phone number, and specify the location.  
請提供國家號碼及/或地區號碼 (如適用) 及電話號碼，並註明地區。

Mobile 手提

Country Code  
國家號碼

Area Code  
地區號碼

Phone Number  
電話號碼

Location  
地區



 Hong Kong  
香港

 Other (Please specify)  
其他 (請註明)

Office 辦事處

Country Code  
國家號碼

Area Code  
地區號碼

Phone Number  
電話號碼

Location  
地區



 Hong Kong  
香港

 Other (Please specify)  
其他 (請註明)

Residential 住宅

Country Code  
國家號碼

Area Code  
地區號碼

Phone Number  
電話號碼

Location  
地區



 Hong Kong  
香港

 Other (Please specify)  
其他 (請註明)



## 2 Change of Contact Details (Continued) 更改聯絡資料 (續)

### Correspondence Address 通訊地址

- If you are a member of any mandatory provident fund scheme(s) administered by Manulife, the address provided here (unless it is referring to a post office box directly or indirectly) will be treated as your instruction to register it as the up-to-date residential address under the scheme(s).
- 如您是宏利管理的強積金計劃成員，於此部份填寫的地址（除此部份填寫的地址直接或間接指為郵政信箱）將視為您給予本公司的指示以更新為其宏利強積金計劃內的登記住宅地址。

Room/Flat 室 Floor 樓

Block 座

Name of Building 大廈名稱

Name of Estate 屋苑名稱

Street No./Name 街道名稱 / 號碼

District 地區

Postal Code 郵政編碼

 Hong Kong 香港  Other Location (Please specify) 其他地區 (請註明) The above address **only applies to the specified** Policy/Account/Member Account/Group No. and Cert. No. below  
以上地址**只應用於下列**保單 / 帳戶 / 成員帳戶 / 團體保單號碼及證書號碼

## 3 Language Preference 語言選擇

 Chinese 中文  English 英文 (Only for applicable communications/materials 只限於適用的資訊 / 文件)

## 4 Personal Information Collection Statement and Signature(s) 個人資料收集聲明與簽署

I/We have read, understood and agreed (1) the "Notice to Customers relating to the Personal Data (Privacy) Ordinance" ("Notice")\* if my/our policy/policies was/were issued in Hong Kong, or (2) the "Manulife Personal Information Collection Statement" ("Statement") if my/our policy/policies was/were issued in Macau. I/We confirm my/our consent as referred to in the sections entitled "Use of Personal Data in Direct Marketing" and "Provision of Personal Data for Use in Direct Marketing" of the Notice or Statement (as the case may be) subject to any objection as indicated by me/us below: (IMPORTANT NOTES: Please note that direct marketing can include offers of special discounts, coupons or gift items. You can leave this box blank.)

本人 / 吾等已閱畢、明白及同意 (1) 「有關《個人資料(私隱)條例》的客戶通知」(適用於本人 / 吾等在香港簽發之保單，下稱「通知」)，或 (2) 「宏利個人資料收集聲明」(適用於本人 / 吾等在澳門簽發之保單，下稱「聲明」)。除本人 / 吾等提出下列之任何反對外，本人 / 吾等確認同意該通知或聲明(視情況而定)內以「個人資料在直接促銷中的使用」及「提供個人資料作直接促銷」為標題之內容。(重要提示：請注意，直接促銷用途可包括提供特別折扣、優惠券或禮品。您可將此空格留空。)

I/We object to Manulife (1) using my/our personal data in direct marketing as referred to in the section entitled "Use of Personal Data in Direct Marketing" of the Notice/Statement, and (2) providing my/our personal data to Manulife Group for use in direct marketing as referred to in the section entitled "Provision of Personal Data for Use in Direct Marketing" of the Notice/Statement.

本人 / 吾等反對宏利 (1) 按該通知 / 聲明內以「個人資料在直接促銷中的使用」為標題的部分，將本人 / 吾等之個人資料作直接促銷用途；及 (2) 按該通知 / 聲明內以「提供個人資料作直接促銷」為標題的部分，向宏利集團提供本人 / 吾等之個人資料作直接促銷用途。

The information provided in this form is also collected to enable update of customer information relating to all my products/services in Hong Kong and Macau provided by all companies within the Manulife group of companies and also companies which provide trustee/custodian services (except for any special instructions with respect to my change of correspondence address).

本表格所提供之資料同時供更新本人的客戶資料之用，適用於本人持有並由宏利集團旗下公司，以及為其提供信託 / 託管服務的於香港及澳門所提供的產品 / 服務 (除本人就更改通訊地址發出任何特別指示外)。

X

Signature(s) of Policyowner(s)/Account Holder(s)/Certificate Holder/Sub-Scheme Member  
保單持有人 / 帳戶持有人 / 證書持有人 / 附屬計劃成員簽署Date Signed (DD/MM/YYYY)  
簽署日期 (日 / 月 / 年)

### \*Notes 注意事項

Please return your completed form (1) **By Mail** to "Customer Contact Centre, Manulife (International) Limited, 21/F, Tower B, Manulife Financial Centre, 223-231 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong", OR (2) **By Fax** to 2508 1629. If you have any questions, please contact your Manulife Advisor or contact our Customer Service Hotline on 2108 1188.

請將填妥的表格 (1) 寄往「香港九龍觀塘偉業街223-231號宏利金融中心B座21樓宏利人壽保險(國際)有限公司客戶聯絡中心」，或 (2) 傳真至2508 1629。如有任何查詢，請聯絡您的宏利顧問或致電客戶服務熱線2108 1188。

For details of our privacy policy, the Notice and the Statement, please visit <https://www.manulife.com.hk/en/individual/privacy-policy.html>  
有關我們的私隱政策詳情、通知及聲明，請瀏覽 <https://www.manulife.com.hk/zh-hk/individual/privacy-policy.html>

The Chinese version of this form is for reference only. In the event of conflicts between the Chinese and the English versions, the English version shall prevail.  
此表格之中文譯本只供參考之用，若與英文有異，一概以英文為準。

For Office Use Only 公司專用

Manulife Advisor Name

Code

Loc

Branch/Contact No.