

注意：銀行只接受正本
Note: Bank only accept originals
請以郵寄方式或親自提交此表格往播道兒童之家
Please submit this form by mail or in person to Evangel Children's Home

樣本 Sample

直接付款授權書 DIRECT DEBIT AUTHORIZATION FORM

Date 日期	(日 DD/月 MM/年 YY)

收款的一方 (收款人) Name of Party to be Credited (The Beneficiary) 播道兒童之家 Evangel Children's Home	銀行編號 Bank No. 0 0 4	分行編號 Branch No. 0 9 1	戶口號碼 Account 0 0 2 5 6 8 - 0 0 2
---	---------------------------	-----------------------------	--

- 本人(等)現授權本人(等)的下列銀行, (根據收款人或其往來銀行及/或代理行不時給予本人(等)銀行的指示)自本人(等)的戶口內轉賬予上述收款人。惟每次轉賬金額不得超過以下指定的限額。
I/We hereby authorize my/our below named Bank to effect transfers from my/our account to that of the above named beneficiary in accordance with such instruction as my/our 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 below.
- 本人(等)同意本人(等)的銀行毋須證實該等轉賬通知是否已交予本人(等)。
I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us.
- 如因該等轉賬而令本人(等)的戶口出現透支(或令現時的透支增加), 本人(等)願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).
- 本人(等)同意如本人(等)的戶口並無足夠款項支付該等授權轉賬, 本人(等)的銀行有權不予轉賬, 且銀行可收取慣常的收費, 並可隨時以一星期書面通知取消本授權書。
I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorized, my/our Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorization at any time on one week's written notice.
- 本直接付款授權書將繼續生效直至另行通知為止或直至下列到期日為止(以兩者中最早的日期為準)。本人(等)同意如本人(等)已設立直接付款授權的戶口連續三十個月內未有根據本授權而作出過賬的紀錄, 本人(等)的銀行保留權利取消本直接付款安排而毋須另行通知本人(等), 即使本授權書並未到期或未有註明授權到期日。
This direct debit authorization shall have effect until further notice or until the expiry date written below (whichever shall first occur). I/We agree that if no transaction is performed on my/our account under such authorization for a continuous period of 30 months, my/our Bank reserves the right to cancel the direct debit arrangement without prior notice to me/us, even though the authorization has not expired or there is no expiry date for the authorization.
- 本人(等)同意, 本人(等)取消或更改本授權書的任何通知, 須於取消/更改生效日期最少兩個工作天之前交予本人(等)的銀行。
I/We agree that any notice of cancellation or variation of this authorization which I/we may give to my/our Bank shall be given at least two working days prior to the date on which such cancellation/variation is to take effect.

樣本 Sample

捐助者姓名 Name of Donor(s) 陳大文 Chan Tai Man	付款人編號 (此欄由播道兒童之家填寫) Debtor's Reference (for official use only)		
本人(等)銀行戶口的名稱 (請以英文正楷填寫) My/Our Name(s) of Bank Account (Please write in Block Letters) 陳大文 Chan Tai Man	本人(等)的簽署 My/Our Signature (s) X		
本人(等)的銀行及分行的名稱 My/Our Bank Name and Branch 匯豐銀行(大有街分行) HSBC (Tai Yau Street Branch)	銀行編號 Bank No. 004	分行編號 Branch No. 123	本人(等)的戶口號碼 My/Our Account No. 456789-888
每次/月付款的限額 Limit for each payment/month HK\$500	到期日 (日/月/年) Expiry Date (DD/MM/YY) 停止捐款日期 Donation Suspension Date DD/MM/YY (或可以留空, 日後才通知銀行 or leave it blank and inform later)	銀行專用 For Bank Use Only	

播道兒童之家 Evangel Children's Home
個人私隱政策 Privacy Policy

播道兒童之家承諾致力保護您的私隱。請注意您必須在捐款表格提供個人資料。若您不提供個人資料, 本機構便有可能無法處理或管理您的捐款。您的個人資料絕對保密, 只用作播道兒童之家寄發收據及資訊、活動邀請、籌募及處理捐款、義工招募、收集意見及通訊用途。個人資料傳送到嚴選之有關服務供應商, 僅用於處理捐款。本機構不會轉讓或售賣您的資料, 作為任何市場推廣之用。您有權要求查閱或更正我們持有有關您的個人資料或更改是否接收本機構「院訊」, 請向播道兒童之家提出書面要求, 郵寄至「香港九龍黃大仙沙田坳道 120 號」或電郵至 info@ech.org.hk, 資源發展及傳訊部收。你可瀏覽網站之私隱政策及聲明及條款及細則閱讀全文 (www.ech.org.hk)。Evangel Children's Home (ECH) is committed to protecting your privacy. Please note that it is mandatory for you to provide personal data for processing donation. In case you do not provide such personal data, we may not be able to process the donation. Your personal information is strictly confidential and is only used for the purpose of sending receipts and information, event invitations, fundraising and processing donations, volunteer recruitment, collecting opinions and communication. The data transmitted through the carefully selected service provider is for processing transaction only. We, ECH, will not transfer or sell your information for any marketing purposes. You have the right to request access to and correction of your personal data held by us. You may also inform us if you prefer receiving newsletter or not. Please make a written request to ECH by mail at '120 Shatin Pass Road, Wong Tai Sin, Kowloon' or by email to info@ech.org.hk, attention RD & Corporate Communication Department. You can read the full content of the Privacy Policy and Disclaimer and Terms & Conditions in our website (www.ech.org.hk).