

Settling your premium has never been easier!
Go online to set up autopay now.
It's easy! Scan the QR code to learn more.

繳費程序化繁為簡！
立即經網上設立自動轉帳。
簡單快捷！掃描二維碼了解更多。



DIRECT DEBIT AUTHORIZATION (DDA) and DIRECT CREDIT ARRANGEMENT (DCA) APPLICATION

(Applicable to HKD Account Set Up in Hong Kong Banks Only)

「直接付款授權書」及「直接存款安排」申請 (只適用於香港銀行開設之港元賬戶)

To be completed in ENGLISH and in BLOCK letters 請用英文正楷填寫

Include Auto Re-debit of Overdue Premium and Levy
包括自動扣繳逾期保費及徵費

Important Notes 重要事項：

- Normal processing time of the Direct Debit Authorization ("DDA") is 8 weeks, which is subject to your bank validation and previous payment arrangement with us will be superseded accordingly. 一般直接付款授權處理需時八星期，此授權需待閣下的銀行確認並將取代閣下過往與本公司的付款安排。
- The autopay debit date will be (i) on the debit date stated in a valid DDA record of the policy; (ii) on the 3rd day of the month where the policy year date falls on a day between 1st to 19th day of the month; or (iii) on the 14th day of the month where the policy year date falls on a day between 20th to 28th day of the month. 自動轉帳日為 (i) 現有保單之有效直接付款授權記錄日期；(ii) 每月的三號（適用於保單生效日為一號至十九號）；(iii) 每月的十四號（適用於保單生效日為二十號至二十八號）。
- Any overdue premium and levy (not applicable to loan repayment and top up premium) will be re-debited automatically on the debit date of the following month regardless of payment mode selected. If you would like to cancel the auto re-debit arrangement, please give one-month prior notice by completing and returning the prescribed form to us. 逾期的保費及徵費（不適用於繳還保單貸款及額外供款），不論繳付形式，將會於下個月的轉帳日再次自動扣繳。如欲取消有關自動扣繳逾期保費及徵費的安排，請提前一個月通知我們，透過填妥並遞交指定表格給我們。
- We will default the account below as Direct Credit Arrangement ("DCA") for policyowner(s) to receive payment (including but not limited to claims payment and policy value withdrawal) after successful DDA setup, unless otherwise specified on relevant claim forms or payment request forms. This default arrangement is only applicable to policyowner's bank account. For the avoidance of doubt, if the account below is a joint account, DCA shall not apply. 除非於相關索償表格或付款申請表格上另有指明，當成功設立「直接付款授權指示」後，以下帳戶將預設為保單持有人「直接存款安排」的收款帳戶(包括但不限於收取賠償款項及提取保單價值)。此預設安排只適用於保單持有人的銀行帳戶。為免存疑，如以下帳戶是聯名帳戶，「直接存款安排」將不適用。

Declaration and Authorization 聲明及授權

- I / We declare that the information contained herein and provided to Manulife (International) Limited are in all respects true, correct and complete. 本人 / 吾等現聲明，本表格所載並提供予宏利人壽保險（國際）有限公司的資料，在所有方面均屬真實、準確及完整。
- (a) (Applicable in the case where the Policyowner is the Account Holder) I / We (Policyowner) confirm that I / we have read and agreed to be bound by the Terms and Conditions of Direct Debit Authorization and the Terms and Conditions of Direct Credit Arrangement*. I / We (Policyowner) acknowledge that DCA shall not be applicable if the account below is a joint account. (適用於保單持有人為以下帳戶持有人的情況下) 本人 / 吾等（保單持有人）確認本人 / 吾等已經閱讀「直接付款授權書」條款及條件和「直接存款安排」條款及條件*，並同意受此約束。本人 / 吾等（保單持有人）知悉如以下帳戶是聯名帳戶，「直接存款安排」將不適用。
(b) (Applicable in the case where the Account Holder below is not the same as the policyowner or there is other Account Holder (other than the policyowner)) I / We (Insured / Beneficiary / Payer of Payor Benefit / Other) confirm that I / we have read and agreed to be bound by the Terms and Conditions of Direct Debit Authorization*. (適用於保單持有人並非以下帳戶持有人或有其他帳戶持有人（除了保單持有人外）的情況下) 本人 / 吾等（受保人 / 受益人 / 保費支付人利益保障付款人 / 其他）確認本人 / 吾等已經閱讀「直接付款授權書」條款及條件*，並同意受此約束。
- I / We have read, understood and agreed the Notice of Customers relating to the Personal Data (Privacy) Ordinance*. 本人 / 吾等已閱畢、明白及同意「有關《個人資料（私隱）條例》的客戶通知」*。

* For details of the Terms and Conditions of Direct Debit Authorization, the Terms and Conditions of Direct Credit Arrangement and Notice of Customers relating to the Personal Data (Privacy) Ordinance, please scan the QR Code on the right or visit <https://www.manulife.com.hk/en/individual/services/make-a-payment/terms-and-conditions.html>. 有關「直接付款授權書」條款及條件、「直接存款安排」條款及條件及「有關《個人資料（私隱）條例》的客戶通知」的詳情，請掃描在右側的二維碼或瀏覽 <https://www.manulife.com.hk/zh-hk/individual/services/make-a-payment/terms-and-conditions.html>。



Name of Party to be Credited (The Beneficiary) 收款的一方（受益人） **Manulife (International) Limited**

Policy number 保單編號 (Debtor Reference 付款人參考)：

Part A: Information of Bank and Account Holder 第一部份：銀行及帳戶持有人資料 (Should correspond with bank account's record 必須與銀行帳戶檔案相符)

Bank Name 銀行名稱	Branch Name 分行名稱		
Bank No. 銀行編號	Branch No. 分行編號	Account No. 帳戶號碼	
English Name of Account Holder 帳戶持有人英文姓名		English Name of Other Account Holder (Joint Account) 其他帳戶持有人英文姓名(聯名戶口)	
ID No. 身份證明文件號碼	ID No. 身份證明文件號碼		
Type 類別 <input type="checkbox"/> HKID 香港身份證 <input type="checkbox"/> Passport 護照 <input type="checkbox"/> Business Registration 商業登記 <input type="checkbox"/> Certificate of Incorporation 公司註冊成立證明書 <input type="checkbox"/> Other 其他 ()	Type 類別 <input type="checkbox"/> HKID 香港身份證 <input type="checkbox"/> Passport 護照 <input type="checkbox"/> Business Registration 商業登記 <input type="checkbox"/> Certificate of Incorporation 公司註冊成立證明書 <input type="checkbox"/> Other 其他 ()		
Signature and Date 簽署及日期		Signature and Date 簽署及日期 #	
X DD 日/ MM 月/ YYYY 年		X DD 日/ MM 月/ YYYY 年	

* For joint account holders: If only one account holder signs on this form, it is assumed that the direct debit of the mentioned bank account can be authorized by either one of the account holders. 適用於聯名帳戶：如只有其中一位帳戶持有人簽署，我們假設以上銀行帳戶只須其中一位帳戶持有人簽署便可授權直接付款。

Part B: Identity of Account Holder under the Policy 第二部份：帳戶持有人於保單內身份 (To be completed by policyowner 由保單持有人填寫)

<input type="checkbox"/> Policyowner 保單持有人	<input type="checkbox"/> (Proposed) Insured (擬)受保人	<input type="checkbox"/> Beneficiary 受益人	<input type="checkbox"/> Payer of Payor Benefit 保費支付人利益保障付款人
<input type="checkbox"/> Other 其他 ^ (Please attach copy of account holder's identification document 請附上帳戶持有人的身份證明文件副本)			
Relationship with Policyowner 與保單持有人關係：		Reason for paying premium for this policy 為此保單繳付保費原因：	
Name of Policyowner 保單持有人姓名		Signature of Policyowner and Date 保單持有人簽署及日期	
		X DD 日/ MM 月/ YYYY 年	

^ Manulife may request for additional identification documents for approving the Direct Debit Authorization. 宏利或會要求額外的身份證明文件以批核此直接付款授權書。

Insurance Advisor's name 保險顧問姓名	Insurance Advisor code 保險顧問編號	Branch Code 分行編號	Location 地點
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☑ Please return the completed form to Individual Financial Products, Manulife (International) Limited, 22/F., Manulife Financial Centre, 223-231 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong. 請將填妥的表格寄回香港九龍觀塘偉業街223-231號宏利金融中心22樓宏利人壽保險（國際）有限公司個人理財產品業務部。

Manulife (International) Limited (Incorporated in Bermuda with limited liability)
宏利人壽保險（國際）有限公司（於百慕達註冊成立之有限責任公司）

T19_DDA (07/2024)

