

DIRECT DEBIT AUTHORIZATION 直接付款授權書

Please complete and return this form to your banker. 請依次填寫並將此授權書交給貴戶之往來銀行

Name of Party to be Credited ("The Beneficiary") 收款之一方(受益人)	Bank No. 銀行編號	Branch No. 分行號碼	Account No. to be Credited 收款賬戶號碼
H.K. IMMIGRATION DEPARTMENT STAFF ASSOCIATION	0 0 4	1 6 8	1 6 5 0 0 9 0 0 1

I/We hereby authorize my/our below named Bank to effect transfers from my/our account to the above account in accordance with such instructions 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.

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.

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).

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.

This authorization shall have effect until further notice or until the expiry date written below (whichever shall first occur).

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.

本人/吾等現授權本人/吾等之下述銀行，(根據受益人及/或代理行不時給予本人/吾等銀行之指示)自本人/吾等之賬戶內轉賬至上述賬戶口。惟每次轉賬金額不得超過以下指定之限額。

本人/吾等同意本人/吾等之銀行毋須證實該等轉賬通知是否已交予本人/吾等。

如因該等轉賬而令本人/吾等之賬戶出現透支(或令現時之透支增加)，本人/吾等願共同及各別承擔全部責任。

本人/吾等同意如本人/吾等之賬戶並無足夠款項支付該等授權轉賬，本人/吾等之銀行有權不予轉賬，且銀行可收取慣常之收費，並可隨時以一星期書面通知取消本授權書。

本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(以兩者中最早之日期為準)。

本人/吾等同意，本人/吾等取消或更改本授權書之任何通知，須於取消/更改生效日最少兩個工作天之前交予本人/吾等之銀行。

My / Our Bank Name and Branch 本人 / 吾等之銀行及分行之名稱	Bank No. 銀行編號	Branch No. 分行號碼	My / Our Account No. 本人 / 吾等之賬戶號碼
My / Our Name(s) as recorded on Statement / Passbook 本人 / 吾等在結單/存摺上所紀錄之名稱	Limit for Each Month 每月付款之限額 HK\$ 100.00		Expiry Date (See Notes Below) 到期日 (參閱下列附註各點) Day 日 Month 月 Year 年
Name of Debtor (if other than Account Holder) 債務人之姓名 (若非賬戶持有人)	Debtor's Reference (Compulsory Field - See Notes Below) 債務人參考 (必填之欄 - 請參閱下列附註各點)		
My / Our Address as recorded on Statement / Passbook 本人 / 吾等在結單/存摺上所紀錄之地址	Telephone No. 聯絡電話	My / Our Signature(s) 本人 / 吾等之簽名 Date 日期:	
For Bank Use Only 以下由銀行填寫		Signature(s) Verified 核對印鑑	

* Please delete whichever is not appropriate. 請刪去不適用者。

* 如有更改請在旁加簽 *

Please write in block letters. 請以英文正楷填寫。

Notes 附註:

- 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.
如 台端付款之數額每次可能不相同，則請將最高者定為每次付款之最高限額。
- This Direct Debit Authorization will be cancelled automatically on the date included in the box marked "Expiry Date". If you wish the Direct Debit Authorization to have effect indefinitely (or until cancelled by you) please leave box blank.
本直接付款授權書將於[到期日]一欄中所填寫之日期如自動撤銷。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。
- Please ensure that you sign the form in the usual way that you would sign on your Bank Account.
請保證 貴戶在此授權書內之簽名，與銀行賬戶所簽者完全相同。
- In the box marked "Debtor's Reference" enter the identifying reference between yourself and the party to be credited i.e. Student No., Mortgage Agreement No., Rental Agreement No., etc., in the Debtor's Reference box, please enter the relationship between you and the party to be credited, give a brief explanation, such as Student No., Mortgage Agreement No., Rental Agreement No., etc., in the Debtor's Reference box, please enter the relationship between you and the party to be credited, give a brief explanation, such as Student No., Mortgage Agreement No., Rental Agreement No., etc.,
- The debtor's bank may set an internal limit when the "Limit for Each Payment/Month" is not specified.
當 "每次/月付款之限額"一欄未有填上時，債務銀行可酌權就轉賬金額設下一個限額。
- The Debtor's bank reserves the right to reject the payment exceeding the maximum limit specified by the debtor's bank unless prior arrangement have been made.
如果轉賬金額超過債務銀行所定限額，除預先安排外，債務銀行會保留權利不予轉賬。