

Instructions 指示

Please read the following instructions before completing this form 請在填寫本表格前細閱以下指示：

Why are we asking you to complete this form? 為何我們要求你填寫本表格?

To help protect the integrity of tax systems, governments around the world are introducing a new information-gathering and reporting requirement for financial institutions. This is known as the Common Reporting Standard (the "CRS"). 為維護稅制完整，全球各地政府現正推出適用於金融 / 財務機構的資料收集及匯報新規則，名為共同匯報標準（簡稱「CRS」）。

Under the CRS, we are required to determine where you are a "tax resident" (this will usually be where you are liable to pay income taxes). If you are a tax resident outside Hong Kong, we may need to give the Inland Revenue Department this information, along with information relating to your accounts. That may then be shared between different countries/jurisdictions' tax authorities. 根據CRS規定，我們必須確定你的「稅務居住地」（這通常是你有義務繳納薪俸稅的國家 / 地區）。若你的稅務居住地有別於香港，我們可能需要將此情況及你的有關帳戶資料告知稅務局，該等機關隨後或會將相關資料傳送給不同國家 / 地區的稅務機關。

Completing this form will ensure that we hold accurate and up to date information about your tax residency. 填妥本表格可確保我們持有你正確及最新的稅務居住地資料。

If your circumstances change and any of the information provided in this form becomes incorrect, please let us know within 30 days and provide an updated self-certification. 如你的情況有變，導致本表格內的任何資料不再正確，請在三十天內告知我們，並提交一份已更新的自我證明表格。

Who should complete the Individual Tax Residency Self-Certification Form? 誰需填寫個人稅務居民自我證明表格?

Individual customers should complete this form. Sole Proprietor should also complete this form with his/her information and the information of the business. 個人客戶須填寫本表格。獨資經營之客戶亦須以其資料及業務資料填寫本表格。

For joint account holders, each individual will need to complete a separate form. 每名聯名帳戶持有人須分別填寫一份表格。

Even if you have already provided information in relation to the United States Government's Foreign Account Tax Compliance Act (FATCA), you may still need to provide additional information for the CRS as this is a separate regulation. 即使你已就美國政府《外國帳戶稅務合規法案》（簡稱「FATCA」）提供所需的資料，你仍可能需就CRS提供額外資料，因為兩者為獨立的規例。

If you need to self-certify on behalf of an entity (which includes but not limited to businesses, trusts and partnerships etc), complete an 'Entity Tax Residency Self-Certification Form'. Similarly, if you are a controlling person of an entity, complete a 'Controlling Person Tax Residency Self-Certification Form'. 如你需代表實體（包括但不限於企業、信託和合夥等）作自我證明，請填寫「實體稅務居民自我證明表格」。同樣地，如你是實體的控權人，請填寫「控權人稅務居民自我證明表格」。

If you are completing this form on behalf of someone else, please ensure that you let them know that you have done so and tell us in what capacity you are signing in Part 4. For example, you might be completing this form as a custodian or nominee of an account, under a Power of Attorney or as a legal guardian on behalf of an account holder who is a minor. 如你代表他人填寫本表格，請確保他們知悉此事，並在表格的第4部說明你以何種身分簽署本表格。例如：你可能是以帳戶的託管人或代名人身分、根據授權書以獲授權人身分或以未成年帳戶持有人的法定監護人身分填寫本表格。

Where to go for further information? 如何獲取更多資訊?

If you have any questions about this form, please call our MPF hotline at 2533-5522. 如對本表格有任何疑問，請致電我們的強積金熱線2533-5522。

The Organisation for Economic Co-operation and Development ("OECD") has developed the rules to be used by all governments participating in the CRS and these can be found on the OECD's Automatic Exchange of Information ("AEOI") website, www.oecd.org/tax/automatic-exchange/. 經濟合作與發展組織（簡稱「經合組織」）已制訂規則，供參與CRS的所有政府使用，並載於經合組織的自動交換資料（簡稱「AEOI」）網站 www.oecd.org/tax/automatic-exchange/。

Please also visit the website of the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region that sets out information relating to the implementation of AEOI in Hong Kong: http://www.ird.gov.hk/eng/tax/dta_aeoi.htm. Meaning of terms and expressions used in this form may be found under Section 50A of the Inland Revenue Ordinance (Cap. 112). 另請參閱香港特別行政區政府稅務局（簡稱「稅務局」）的網站了解香港實施AEOI的詳情：www.ird.gov.hk/chi/tax/dta_aeoi.htm。有關本表格內所用詞彙的涵義，請參閱《稅務條例》（第112章）第50A條。

If you have any questions on how to define your tax residency status, please visit the OECD website, or speak to your tax advisor as we are not allowed to give tax advice. 如你對判定你的稅務居民身分有任何疑問，請瀏覽經合組織網站或諮詢你的稅務顧問。請恕我們不能提供稅務意見。

Important Notes 重要提示：

- This is a self-certification provided by an account holder to a reporting financial institution for the purpose of automatic exchange of financial account information. The data collected may be transmitted by the reporting financial institution to the Inland Revenue Department for transfer to the tax authority of another country/jurisdiction. 這是由帳戶持有人向申報金融/財務機構提供的自我證明，以作自動交換財務帳戶資料用途。申報金融/財務機構可把收集所得的資料交給稅務局，稅務局會將資料轉交到另一國家/稅務管轄區的稅務當局。
- A controlling person should report all changes in his/her tax residency status to the reporting financial institution. 如控權人的稅務居民身分有所改變，應盡快將所有變更通知申報金融/財務機構。
- All parts of the form must be completed (unless not applicable or otherwise specified). If space provided is insufficient, continue on additional sheet(s). Information in fields/parts marked with (^) are required to be reported by the reporting financial institution to the Inland Revenue Department. 除不適用或特別註明外，必須填寫這份表格所有部分。如這份表格上的空位不夠應用，可另紙填寫。在欄/部標有記號 (^) 的項目為申報金融/財務機構須向稅務局申報的資料。

Part 1 第1部 – Identification of Controlling Person 控權人的身分識辨資料
(Complete a separate form for each controlling person.)
(每名控權人須分別填寫一份表格。)

Name of Controlling Person 控權人的姓名	Title 稱謂： <input type="checkbox"/> Mr 先生 <input type="checkbox"/> Ms 女士		
	^Last Name or Surname 姓氏：		^First or Given Name 名字：
Hong Kong Identity Card or Passport Number 香港身份證或護照號碼	<input type="checkbox"/>	HKID card no. 香港身份證號碼：	
	<input type="checkbox"/>	Passport no. (ONLY applicable for person without HKID card, please provide the place of issue.) 護照號碼 (僅供沒有香港身份證的人士填寫，請填寫簽發地點。)	
		Place of issue 簽發地點：	
Current Residence Address 現時住址	(e.g. Suite, Floor, Building, Street, District 例如：室、樓層、大廈、街道、地區)：		
	^City 城市：		
	(e.g. Province, State 例如：省、州)：		
	^Country/Jurisdiction 國家/稅務管轄區：		
	Post Code/ZIP Code 郵政編碼/郵遞區號碼：		
Mailing Address 通訊地址 (Complete if different to the above current residence address) (如通訊地址與上述現時住址不同，填寫此欄)	(e.g. Suite, Floor, Building, Street, District 例如：室、樓層、大廈、街道、地區)：		
	^City 城市：		
	(e.g. Province, State 例如：省、州)：		
	^Country/Jurisdiction 國家/稅務管轄區：		
	Post Code/ZIP Code 郵政編碼/郵遞區號碼：		
^Date of Birth 出生日期		(mm月/dd日/yyyy年)	

Part 2^ 第2部^ – The Entity Account Holder(s) of which you are a controlling person 你作為控權人的實體帳戶持有人
(Enter the name of the entity account holder of which you are a controlling person. 每名控權人須分別填寫一份表格。)

Entity 實體	Name of the Entity Account Holder 實體帳戶持有人名稱
(1)	
(2)	
(3)	

Part 3[^] – Jurisdiction of Residence and Taxpayer Identification Number or its Functional Equivalent (“TIN”)
第3部[^] – 居留司法管轄區及稅務編號或具有等同功能的識別編號 (以下簡稱「稅務編號」)

- (1) My Tax Residence is Hong Kong ONLY, with no tax residence in any other jurisdictions or countries (and my HKID number is my TIN).
本人之稅務居住地只有香港，及沒有處於任何其他司法管轄區或國家的稅務居住地 (而我的香港身份證號碼是我的稅務編號)。
Please tick one. 請選一項。
 Yes 是 (you may skip (2). 你可略過 (2))
 No 否 (please complete (2). 請填寫(2))

- (2) Complete the following table indicating 提供以下資料，列明：
(a) each country/jurisdiction (including Hong Kong) where the controlling person is a resident for tax purposes; and 控權人作為稅務居民的國家/司法管轄區(包括香港)；及
(b) the controlling person's TIN for each country/jurisdiction indicated. 該國家/稅務管轄區發給控權人的稅務編號。
Indicate all (not restricted to five) the jurisdictions of residence. 列出所有 (不限於5個) 居留司法管轄區。

If the controlling person is a tax resident of Hong Kong, the TIN is the Hong Kong Identity Card Number (HKID). 如控權人是香港稅務居民，稅務編號是控權人的香港身份證號碼。

If a TIN is unavailable, provide the appropriate reason A, B or C 如沒有提供稅務編號，必須填寫合適的理由：

#	Reason 理由 A	The country/jurisdiction where the controlling person is a resident for tax purposes does not issue TINs to its residents. 控權人的國家/稅務管轄區並沒有向其居民發出稅務編號。
	Reason 理由 B	The controlling person is unable to obtain a TIN. Explain why the controlling person is unable to obtain a TIN if you have selected this reason. 控權人不能取得稅務編號。如選取這一理由，解釋控權人不能取得稅務編號的原因。
	Reason 理由 C	TIN is not required. Select this reason only if the authorities of the country/jurisdiction of tax residence do not require the TIN to be disclosed. 控權人毋須提供稅務編號。國家/稅務管轄區的主管機關不需要控權人披露稅務編號。

Country/Jurisdiction of Tax Residence [^] 國家/稅務管轄區 [^]	TIN [^] 稅務編號 [^]	Enter Reason A, B or C# if no TIN is available 如沒有提供稅務編號， 填寫理由A、B或C#	Explain why the controlling person is unable to obtain a TIN if you have selected Reason B 如選取理由B，解釋控權人 不能取得稅務編號的原因
1			
2			
3			
4			
5			

If you have any foreign indicia (e.g. nationality, place of birth, residential address/correspondence/office address, contact number, etc...), please provide your explanation for not being a tax resident of the country/jurisdiction. 如果您有任何外籍標記 (例如：國籍、出生地點、住宅/通訊/辦公地址、聯繫電話等)，請在以下方框內解釋不屬於此國家/司法管轄區的稅務居民之原因。

Part 4 ^A – Type of Controlling Person (Tick the appropriate box to indicate the type of controlling person for each entity stated in Part 2.) 第4部 ^A – 控權人的類別 (就第2部所載的每個實體, 在適當方格內加上✓號, 指出控權人就每個實體所屬的控權人類別)				
Type of Entity 實體類別	Type of Controlling Person 控權人類別	Entity (1) 實體 (1)	Entity (2) 實體 (2)	Entity (3) 實體 (3)
Legal Person 法人	Individual who has a controlling ownership interest (i.e. more than 25% of issued share capital) 擁有控制股權的個人 (即擁有超過百分之二十五的已發行股本)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Individual who exercises control/is entitled to exercise control through other means (i.e. more than 25% of voting rights) 以其他途徑行使控制權或有權行使控制權的個人 (即擁有超過百分之二十五的表決權)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Individual who holds the position of senior managing official/exercises ultimate control over the management of the entity 擔任該實體的高級管理人員/對該實體的管理行使最終控制權的個人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trust 信託	Settlor 財產授予人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Trustee 受託人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Protector or enforcer 保護人或執行人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Beneficiary or member of the class of beneficiaries 受益人或某類別受益人的成員	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (e.g. individual who exercises control over another entity being the settlor/trustee/protector or enforcer/beneficiary) 其他 (例如: 如財產授予人/受託人/保護人或執行人/受益人為另一實體, 對該實體行使控制權的個人)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Arrangement other than Trust 除信託以外的法律安排	Individual in a position equivalent/similar to settlor 處於相等/相類於財產授予人位置的個人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Individual in a position equivalent/similar to trustee 處於相等/相類於受託人位置的個人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Individual in a position equivalent/similar to protector or enforcer 處於相等/相類於保護人或執行人位置的個人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Individual in a position equivalent/similar to beneficiary or member of the class of beneficiaries 處於相等/相類於受益人或某類別受益人的成員位置的個人	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (e.g. individual who exercises control over another entity being equivalent/similar to settlor/trustee/protector or enforcer/beneficiary) 其他 (例如: 如處於相等/相類於財產授予人/受託人/保護人或執行人/受益人位置的人為另一實體, 對該實體行使控制權的個人)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 5 第5部 – Personal Information Collection Statement 收集個人資料聲明
<p>The information provided by Participating Employers or Members of the Scheme on this form or other forms prescribed by YF Life Trustees Limited ("Trustee") and details of any transactions or dealings by such Participating Employers or Members may be held by the Trustee for the purposes of processing their participation in the Scheme and providing administrative, computer or any other services as may be considered necessary in connection with the MPF operation, and may also be used for observing any legal, governmental or regulatory requirements of any relevant jurisdiction (including any disclosure or notification requirements to which any recipient of the data is subject) and for providing information for the dispatch of information on MPF products or services from the Trustee. Please note that failure to provide any information requested by the Trustee may result in the Trustee not being able to process your process your participation in the Scheme. Your personal information collected by or held by the Trustee may be transferred or disclosed by the Trustee to any of the following persons (whether within or outside Hong Kong) for the purposes as specified above or to governmental / regulatory bodies (whether within or outside Hong Kong) for them to carry out their governmental / regulatory functions: (1) The Trustee group companies and their associated / affiliated companies; (2) governmental / regulatory bodies and law enforcement agencies; and (3) crime prevention organisations and their members/participants; and (4) service providers and selected persons which are under a duty of confidentiality to the Trustee. Participating Employers and Members have a right to require access to and correction of their company or personal data or to request that their company or personal data not be used for direct marketing purposes by giving written notice to the Trustee at the address at 27/F, 33 Lockhart Road, Wanchai, Hong Kong. The Trustee may charge a reasonable fee for the processing of such request.</p> <p>參與僱主或計劃成員在本表格或在萬通信託有限公司(下稱「受託人」)所指定表格提供的資料及該等人士的交易詳情可由受託人保留, 以作為批核參加本計劃申請之用途, 並可用作提供行政、電腦或其他因強積金運作而需要的服務, 並可用作進行任何有關適用司法管轄區的法律、政府或監管規定(包括任何人所收取到的資料披露及通知規定); 及提供受託人用作發放其強積金產品或服務資料。請注意, 閣下必須提供受託人所需的個人資料, 否則, 受託人將不能處理閣下之參加本計劃申請。受託人可能為達到上述目的或讓政府/監管機構(不論在香港或海外)執行其職務而向以下任何一方(不論在香港或海外)轉移或透露由受託人收集或持有屬於閣下的個人資料: (1)受託人集團成員公司及其關聯或相關公司; (2)政府部門或監管機構和執法機構; 及(3)防犯罪組織及其會員/參與者; 及(4)與受託人有保密協議的服務提供者及其他人士。參與僱主和計劃成員有權查閱及更正其公司或個人資料, 閣下可致函受託人要求其公司或個人資料不得使用於直接促銷用途, 並呈交至香港灣仔駱克道33號27樓。處理上述要求時, 受託人可能會收取合理費用。</p>

Part 6 第6部 – Declarations and Signature 聲明及簽署	
<p>I acknowledge and agree that (a) the information contained in this form is collected and may be kept by YF Life Trustees Ltd. for the purpose of automatic exchange of financial account information, and (b) such information and information regarding the controlling person and any reportable account(s) may be reported by the YF Life Trustees Ltd. to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another country/jurisdiction or countries/jurisdictions in which the controlling person may be resident for tax purposes, pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112).</p> <p>本人知悉及同意，萬通信託有限公司可根據《稅務條例》(第112章)有關交換財務帳戶資料的法律條文，(a)收集本表格所載資料並可備存作自動交換財務帳戶資料用途及(b)把該等資料和關於控權人及任何須申報帳戶的資料向香港特別行政區政府稅務局申報，從而把資料轉交到帳戶控權人的國家/稅務管轄區的稅務當局。</p> <p>I certify that I am the controlling person (or I am authorised to sign for the controlling person) of all the account(s) currently held with YF Life Trustees Ltd. by the individual identified in Part 1 of this form. 本人證明，就有關本表格第1部所述的個人於現貴公司持有的所有帳戶，本人是帳戶持有人(或本人獲帳戶持有人授權代其簽署)。</p> <p>I undertake to advise YF Life Trustees Ltd. of any change in circumstances which affects the tax residency status of the individual identified in Part 1 of this form or causes the information contained herein to become incorrect, and to provide the Bank with a suitably updated self-certification form within 30 days of such change in circumstances. 本人承諾，如情況有所改變，以致影響本表格第1部所述的個人的稅務居民身分，或引致本表格所載的資料不正確，本人會通知公司，並會在情況發生改變後30日內，向貴公司提交一份已適當更新的自我證明表格。</p> <p>I declare that the information given and statements made in this form are, to the best of my knowledge and belief, true, correct and complete. 本人聲明就本人所知所信，本表格內所填報的所有資料和聲明均屬真實、正確和完備。</p>	
Signature 簽署	Date (mm/dd/yyyy) 日期 (月/日/年)
Name 姓名	Capacity 身分 (Indicate the capacity if you are not the individual identified in Part 1. If signing under a power of attorney, attach a certified copy of ⁺ the power of attorney.) (如你不是第1部所述的個人，說明你的身分。如果你是以獲授權人身分簽署這份表格，須夾附該 ⁺ 授權書的核證副本。) ⁺ The power of attorney must be in a form satisfactory to the Trustee. 授權書必須採用信託人滿意的形式。
<p>WARNING: It is a serious offence under the Inland Revenue Ordinance if any person, in making a self-certification, makes a statement that is misleading, false or incorrect in a material particular AND knows, or is reckless as to whether, the statement is misleading, false or incorrect in a material particular. Heavy penalty may apply upon conviction.</p> <p>警告：根據《稅務條例》，如任何人在作出自我證明時，在明知一項陳述在要項上屬具誤導性、虛假或不正確，或罔顧一項陳述是否在要項上屬具誤導性、虛假或不正確下，作出該項陳述，即屬嚴重罪行。一經定罪，可致重罰。</p> <p>WARNING: Under section 43E of the Mandatory Provident Fund Schemes Ordinance, a person who, in any document given to the Mandatory Provident Fund Schemes Authority or an approved trustee, knowingly or recklessly makes a statement which is false or misleading in a material respect commits an offence and is liable to a maximum penalty of a \$100,000 fine and one year's imprisonment on the first conviction and a \$200,000 fine and two years' imprisonment on each subsequent conviction. A person who knowingly and wilfully makes a statutory declaration false in a material particular also commits an offence under section 36 of the Crimes Ordinance (Cap 200) and is liable on conviction to imprisonment for two years and to a fine.</p> <p>警告：根據《強制性公積金計劃條例》第43E條，任何人在給予強制性公積金計劃管理局或核准受託人的任何文件中，明知或罔顧後果地作出在要項上屬虛假或具誤導性的陳述，即屬犯罪。首次定罪者，最高可處罰款\$100,000及監禁一年；其後每次定罪，最高可處罰款\$200,000及監禁兩年。根據《刑事罪行條例》(第200章)第36條，任何人明知而故意在法定聲明中作出在要項上屬虛假的陳述，亦屬犯罪。一經定罪，可處監禁兩年及罰款。</p>	