




**Request Form for Change of Address /
Telephone Numbers / Email Address / Apply "AIA e-Advice"**
更改通訊地址 / 聯絡電話 / 電郵地址 / 申請「友邦電子通知書」申請表格

Policy Number 保單號碼	Name of Insured 受保人姓名	Name of Owner 持有人姓名	 02732086
Area Code 區域編號	Agency / Broker Name 營業員組別 / 經紀名稱	Agent / Broker Code 營業員號碼 / 經紀號碼	
Agency Code 營業員組別編號	Agent / TR's Name 營業員 / 業務代表姓名	Agent / TR's Tel. No. 營業員 / 業務代表聯絡電話	
TR Membership Number 業務代表會員號碼 (For Brokers only 僅供經紀使用)			
<input type="checkbox"/> IA <input type="checkbox"/> ANG			

PART A 甲部 Correspondence Address / Telephone Numbers / Email Address 通訊地址 / 電話號碼 / 電郵地址

You may visit our Company website www.aia.com.hk to change your address, telephone number and email address in the AIA Customer Corner.
閣下可登入本公司網頁 www.aia.com.hk 內的友邦客戶專頁更改地址、電話號碼及電郵地址。
Other Policies 其他保單號碼 (The following policies must belong to the same owner 下列之保單須屬於同一保單持有人)

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Update contact information of AIA Vitality membership (Apply for membership of the policy owner only)
同時更改「AIA健康程式」會籍聯絡資料 (只適用於保單持有人之會籍)

Post Office Box is not accepted as Correspondence Address. 恕不接受郵政信箱作為通訊地址。

Flat / Room 室 : <input type="text"/>	Floor 樓數 : <input type="text"/>	Block 座數 : <input type="text"/>	Other Countries Telephone Number: 其他國家電話號碼 :																				
Country / District 國家 / 地區 : <input type="text"/>			<table border="0"> <tr> <td>Mobile 手提</td> <td>Fixed Line 固網</td> <td>Country Code 國家號碼</td> <td>Area Code 地區號碼</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(<input type="text"/>)-(<input type="text"/>)-</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(<input type="text"/>)-(<input type="text"/>)-</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(<input type="text"/>)-(<input type="text"/>)-</td> <td><input type="text"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>(<input type="text"/>)-(<input type="text"/>)-</td> <td><input type="text"/></td> </tr> </table>	Mobile 手提	Fixed Line 固網	Country Code 國家號碼	Area Code 地區號碼	<input type="checkbox"/>	<input type="checkbox"/>	(<input type="text"/>)-(<input type="text"/>)-	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	(<input type="text"/>)-(<input type="text"/>)-	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	(<input type="text"/>)-(<input type="text"/>)-	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	(<input type="text"/>)-(<input type="text"/>)-	<input type="text"/>
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Telephone Number 電話號碼: <input type="checkbox"/> HK 香港 <input type="checkbox"/> KLN 九龍 <input type="checkbox"/> N.T. 新界																							
<input type="checkbox"/> Hong Kong 香港 Mobile 手提 : <input type="text"/>																							
<input type="checkbox"/> Macau 澳門 Office 公司 : <input type="text"/> Home 住宅 : <input type="text"/>																							
			U.S. Telephone Number 美國電話號碼 : <input type="text"/>																				
			Email Address 電郵地址 : <input type="text"/>																				

Residential Address and Permanent Address will be changed as Correspondence Address stated on this form, otherwise please specify below.
住宅地址及永久地址將更改至此表格上填寫之通訊地址，否則請於下方列明。

<input type="checkbox"/> Residential Address 住宅地址	<input type="checkbox"/> Permanent Address 永久地址	<input type="checkbox"/> Business Address 辦事處地址

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Owner's Country / Jurisdiction of Tax Residence 持有人稅務居住國家 / 司法管轄區：

You must provide the following information 你必須填寫以下資料：

 Tax resident of Hong Kong only 唯一稅務居住地為香港 Tax resident of Macau only 唯一稅務居住地為澳門

Country / Jurisdiction of tax residence 稅務居住國家 / 司法管轄區	Tax Identification Number (TIN) 稅務編號	If no TIN available, please enter Reason (A, B or C) 如未能提供稅務編號,請註明原因 (A, B 或 C)	If you selected Reason B, please explain why you are unable to obtain a TIN 倘若閣下選擇原因B, 請在下列說明為何閣下未能取得稅務編號
1			
2			
3			

Reason A – The country / jurisdiction where the owner is resident does not issue TINs to its residents

原因A - 持有人所屬之國家 / 司法管轄區沒有為其居民設立稅務編號

Reason B – The owner is otherwise unable to obtain a TIN or equivalent number (Please explain why you are unable to obtain a TIN in the above table if you have selected this reason)

原因B - 持有人未能獲得稅務編號或有同等功能的編號 (若選擇本原因,請於上表說明為何閣下未能取得稅務編號)

Reason C – No TIN is required (Note: Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction)

原因C - 不需要稅務編號 (備註: 倘若閣下所屬之司法管轄區的相關本地法律並不需要收集稅務編號, 方可選擇這個原因)

Important Note 注意事項:

Should you declared the OECD (Organisation for Economic Co-operation and Development) designated Residence / Citizenship by Investment schemes country(ies) as your sole tax residence, please complete **Supplementary Form for Common Reporting Standard** (please refer to your agent / broker should you request for a copy). Please refer to OECD website for details of Residence / Citizenship by Investment schemes country(ies) : <https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/residence-citizenship-by-investment/> 如閣下只聲明經濟合作與發展組織 (經合組織) 所指的RBI / CBI投資移民計劃之國家之稅務居民身份, 請填妥共同匯報標準附加表格 (請向閣下之營業員 / 經紀索取此表格)。

RBI / CBI投資移民計劃之國家詳情請參閱經合組織網頁<https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/residence-citizenship-by-investment/>

The Company is required by the laws to conduct due diligence on the owner with respect to his / her / their tax residence, collect the required information and furnish a return to the governmental authorities. If there is any uncertainty about tax residency status, it is suggested that the owner shall disclose the information in the above table and consult also your own tax advisor.

本公司是根據法律要求就持有人之稅務居住地進行盡職調查, 並收集所需資料及提供給政府機關。如持有人對稅務居住地有任何疑問, 請於上述表格內表述並徵詢你的稅務顧問。

PART B 乙部 Apply "AIA e-Advice" 申請「友邦電子通知書」

Please mark a tick ✓ in the box to apply for this service. 閣下如欲申請此服務請於空格內劃上✓號。

Apply for Internet Service "AIA e-Advice" to suppress physical copies of the selected correspondences and, subject to the # Terms and Conditions of "AIA e-Advice", via AIA Customer Corner, to view / download the softcopies for the above policy and any other policy number(s), if specified in Part A. Upon approval of the AIA e-Advice application, the current channel for receiving / delivering related correspondences under the terms of the policy contract or otherwise will be replaced immediately without prior notice by AIA e-Advice or other channel(s) where AIA considers appropriate.

申請「友邦電子通知書」網上服務, 提交以上保單及其他保單 (如有) 列出於甲部號碼之停止收取個別通知書並透過友邦客戶專頁閱覽或下載個別通知書, 並根據「友邦電子通知書」的#條款及條件使用。當「友邦電子通知書」申請獲批准後, 現於保單契約或其他契約內有關收取/發出相關通知書渠道的條文將即時由「友邦電子通知書」或其他友邦認為適當的渠道代替, 並不作另行通知。請於甲部提供閣下的電郵地址。

Declaration (applicable to e-advice only)

I hereby confirm that I have read, understood and agreed to be bound by the #Terms and Conditions of AIA e-Advice.

For details of the Terms and Conditions, please visit AIA Customer Corner (www.aia.com.hk).

聲明 (只適用於申請「友邦電子通知書」部份)

本人確實已閱讀及明白「友邦電子通知書」之#條款及條件, 並同意受其約束。

有關條款及條件之詳情, 請登入www.aia.com.hk之友邦客戶專頁參閱。

DIRECT PROMOTIONAL AND MARKETING MATERIALS

I / We confirm that I / we have read and understood the AIA Personal Information Collection Statement ("AIA PIC"). I / We agree to the provision and use of my / our personal data for direct marketing purposes in accordance with the AIA PIC.

I / We acknowledge and consent to the transfer of my / our personal data outside of Hong Kong (for policies issued in Hong Kong) or Macau (for policies issued in Macau), as the case may be, for direct marketing purposes and to the types of transferee as set out in the AIA PIC.

[] Please tick the box on the left if you do not agree (with the provision, use and transfer of your personal data for direct marketing purposes in accordance with the AIA PIC.

宣傳及市場推廣資料

本人 / 我們現確定本人 / 我們已閱讀及明白AIA個人資料收集聲明 (「AIA個人資料收集聲明」)。本人 / 我們同意根據AIA個人資料收集聲明, 提供本人 / 我們的個人資料用作直銷推廣用途。本人 / 我們確認及贊同把本人 / 我們的個人資料視乎情況轉移至香港 (如保單在香港繕發) 或澳門 (如保單在澳門繕發) 境外作直銷推廣用途, 並把相關的個人資料轉移至AIA個人資料收集聲明中列明的資料承讓人。

[] 倘若不同意根據AIA個人資料收集聲明, 提供、使用及轉移個人資料用作直銷推廣用途, 請在左列[]一欄劃上✓。

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By signing below, I / we represent that I am / we are not a U.S. person for purposes of U.S. federal income tax and that I am / we are not acting for, or on behalf of, a U.S. person. I / We understand that the Company, believing this statement to be true, will rely on it and act on it. In the event this statement is incorrect / false, the Company reserves the right and shall be entitled to cancel the policy. Any policy issued may accordingly be considered void in which case the Company shall notify me / us and repay any premiums and levy (for Hong Kong policies) less reasonable charges and policy withdrawals / loans.

Note: A false statement or misrepresentation of tax status by a U.S. person could lead to penalties under U.S. law. If your tax status changes and you become a U.S. citizen or resident, you must notify us within 30 days. (This Clause is not applicable to U.S. citizens or residents, who must complete IRS Form W-9.)

於下方簽署作實，本人 / 我們聲明，就美國聯邦薪俸稅之有關事項而言，本人 / 我們並非美國人，及並不代表美國人行事。本人 / 我們明白貴公司相信此陳述是真實的，並以此為依據及代為行事。倘若此陳述是不正確 / 虛假的，貴公司保留權利，並有權取消保單。任何依據此陳述而繕發的保單可視作無效。在這情況下，貴公司將通知我 / 我們償還扣除合理的費用及保單提款 / 貸款後的保費與保費徵費（香港保單適用）。

備註：根據美國法律，任何美國人就其稅務狀況有虛假或失實陳述，將會受到刑罰。若閣下的稅務狀況有更改，並且成為美國公民或居民，請於三十日內通知本公司。（美國公民或居民必須填寫IRS之W-9表格，而以上之有關條款並不適用。）

I / We acknowledge and irrevocably agree that the information contained in this form and information regarding the Applicant(s) and any Reportable Account(s)* may be provided to the tax authorities of the country / jurisdiction in which this account(s) is / are maintained and exchanged with tax authorities of another country / jurisdiction or countries / jurisdictions in which the Applicant(s) may be tax resident pursuant to intergovernmental agreements to exchange financial account information.

*"Reportable Account" has the meanings ascribed to it under the "Common Standard on Reporting and Due Diligence for Financial Account Information" promulgated by the Organisation for Economic Cooperation and Development.

For individual applicant(s) - I / We certify that I am / we are the Applicant(s) (or am authorized to sign for the Applicant(s)) of all the account(s) to which this form relates.

For corporate applicant(s) - I certify that I am authorized to sign for the Applicant in respect of all the account(s) to which this form relates.

- I / We declare that all statements made in this declaration are, to the best of my / our knowledge and belief, correct and complete.
- I / We undertake to advise the Company within 30 days of any change in circumstances which affects the tax residency status of the party / parties identified as Applicant of this form or causes the information contained herein to become incorrect or incomplete, and to provide the Company with a suitably updated self-certification and Declaration within 30 days of such change in circumstances.
- I / We agree to indemnify the Company against any loss, claim and action in connection with any false, misleading or incomplete information of my / our nationality, residence and / or tax status.

本人 / 我們知悉並完全同意這表格內，所有資料及有關申請人之個人資料，和任何須申報帳戶*，將有可能提供予管理該帳戶的國家 / 司法管轄區之稅務機關，及轉交予其他國家 / 司法管轄區之稅務機關或申請人所屬之國家 / 司法管轄區為根據跨政府協議所訂之財務帳戶資料交換要求的國家 / 司法管轄區。

* "須申報帳戶" 之定義請參考經濟合作與發展組織頒佈的 "共同申報準則及財務帳戶資料之盡職調查"

由個人作申請人 - 本人 / 我們在此聲明，本人 / 我們是本申請書相關之全部帳戶的申請人（或獲申請人授權簽署）。

由公司作申請人 - 本人 / 我們在此聲明，本人是獲申請人授權簽署本申請書相關的全部帳戶。

- 本人 / 我們聲明一切在這份聲明之條款是基於本人 / 我們的據知及所信，並且是正確及完整的。
- 本人 / 我們承諾，如有任何改動會影響認定為申請人之一方 / 多方之稅務居民狀況內容，或導致其所載資料失實或不完整，本人 / 我們將於有關改動發生後30日內通知貴公司，並在該變動發生後30日內，向貴公司提交最新的自我證明書。
- 本人 / 我們同意賠償貴公司就本人 / 我們的國籍、居住及 / 或稅務狀況有關資料之虛報、誤導或不完整所導致的任何損失，索償及訴訟。

Signature of Owner / Trustee
持有人 / 信託人簽名

on 於

MM	月
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DD	日
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YYYY	年
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Signature of Assignee
受讓人簽名 (if applicable 如適用)

on 於

MM	月
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DD	日
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YYYY	年
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PLEASE SIGN & RETURN IMMEDIATELY BUT NO LATER THAN 14 DAYS 請簽署後即時但不遲於14天內遞交
PLEASE DO NOT SIGN ON BLANK FORM 請勿在空白表格上簽署



Download our mobile app AIA Connect to manage your policy anytime, anywhere!
下載AIA「友聯繫」手機應用程式以便輕鬆管理您的保單！