

奧比斯公司每月捐款計劃 - 更改每月轉賬授權書

Orbis Corporate Monthly Donation Programme - Change of Monthly Debit Authorisation Form

本公司願意每月捐款
My company wants to donate the following monthly amount

港幣 HK\$1,000 港幣 HK\$3,000 港幣 HK\$5,000
 其他金額 Any amount can help (請註明 please specify) HK\$_____

公司資料 CORPORATE DETAILS

(請以英文填寫 Please fill in English)

公司名稱 Company name _____

聯絡人 Contact person: _____ 先生 Mr 小姐 Ms

通訊地址 Postal address _____

聯絡電話 Telephone no. _____

傳真號碼 Fax no. _____

電郵地址 E-mail address _____

通訊語言選擇 Preferred Language for All Communication
 中文 English

捐款方法 DONATION METHOD

兩種選擇 (I)信用卡轉賬 (II)銀行每月戶口轉賬
Donation by (I) Credit Card (II) Direct debit to bank account

(I) 信用卡捐款 By Credit Card

VISA 卡 萬事達卡 銀聯 美國運通
Visa MasterCard UnionPay AE

信用卡有效期至 Card Valid Until _____ 月 MM/ _____ 年 YY
(須於三個月內有效 Should be valid for the next three months)

信用卡號碼 Credit Card Number _____

信用卡簽發銀行 Credit Card Issuing Bank _____

信用卡持有人姓名 Cardholder's Name _____

本公司現授權奧比斯由本公司之信用卡賬戶內定期扣除上述之賬款。直至本公司另行通知為止。本公司同意此授權書於本公司之信用卡有效期後及獲續發新卡時繼續生效。並毋需另行填寫授權書。如需要取消或更改本授權書。請於取消或更改生效日期七個工作天前通知奧比斯。捐款將於每月八號過賬(如八號是星期日或公眾假期,則於下一個工作天過賬)。

My company hereby authorise Project Orbis International, Inc. to charge my company's credit card account for the amount specified in a regular manner as agreed upon by my company and Project Orbis Inc. until further notice. My company agrees the validity of this agreement will continue before or after the expiry date of the credit card account. Cancellation or variation of this authorisation shall be given to Project Orbis Inc. at least seven working days before the date on which such cancellation or variation is to take effect. Your company's donations will generally be debited from your corporate bank account or credit card on the 8th day of each calendar month, or on the following working day should the 8th fall on a Sunday or public holiday.

信用卡持有人簽署 Signature of Credit Cardholder * _____ 日期 Date _____

*簽名必需與閣下之信用卡簽名完全相同。表格上如有任何塗改,請在旁簽署。
Please ensure that you sign the form as well as any alterations in the same way as you sign your credit card account.

(II) 銀行戶口每月轉賬授權書 BANK MONTHLY DIRECT DEBIT AUTHORISATION

收款之一方(受益人) Name of the party to be credited (The beneficiary)
奧比斯 Project Orbis International, Inc.

銀行編號 Bank no. 分行編號 Branch no. 賬戶號碼 Account no. (R03)

0 0 4 6 0 0 6 5 6 5 6 5 0 0 1

本人/公司在結單 / 存摺上所記錄之名稱
My / My company's name(s) as recorded on statement / passbook _____

本人/公司之銀行及分行之名稱
My / My company's bank name and branch _____

銀行編號 Bank no. 分行編號 Branch no. 賬戶號碼 Account no.

本人/公司在結單 / 存摺上所記錄之地址(若與左方地址有別)
My/ My company's address as recorded on statement / passbook (if different from the left) _____

每次/月最高付款限額 Maximum Limit for Each Payment / Month _____ 填表日期 Date of Completing Form _____

注意:如無填寫,付款銀行會將轉賬額定為“不設上限”。
Note: If blank, the debtor's bank will set as "unlimited".

銀行戶口之簽名 Signature of Bank Account Holder _____ 戶口持有人之身份證號碼 ID No. of Account Holder _____

此欄不用填寫 For Official Use Only

檔案編號 Debtor's reference _____ 銀行專用 For Bank Use/ signature verified _____

**簽名必需與閣下(等)之戶口簽名完全相同。表格上如有任何塗改,請在旁簽署。
Please ensure that you sign the form the same way that you would sign your bank account and sign against any alteration you make on this form.

轉賬申請一經批准,奧比斯將寄奉專函,通知你轉賬生效日期(請注意銀行戶口轉賬批核時約一至兩個月)。捐款將於每月八號過賬(如八號是星期日或公眾假期,則於下一個工作天過賬)。As soon as confirmation is received from your bank, Orbis will send you a letter informing you of the date your payments will begin. Please note that it may take up to two months for the bank to process your autopay application. Your company's donations will generally be debited from your corporate bank account or credit card on the 8th day of each calendar month, or on the following working day should the 8th fall on a Sunday or public holiday.

直至另行通知為止,本人/號/公司茲授權奧比斯及上述銀行,由本人/號/公司之銀行賬戶內支付賬款。惟每次轉賬金額不得超過以上指定之金額。如因支付後,引致本人/號/公司賬戶透支,或增加透支金額,亦請照付。但銀行方面,則可因本人/號/公司之存款不足而拒予撥付,亦可因轉賬銀碼與上述銀碼不符時,拒絕撥付。且銀行可收取慣常之收費,亦可隨時以一星期書面通知取消本授權書。本人/號/公司同意取消或更改本授權書之任何通知,須於取消或更改生效日最少兩個工作天之前交與本人/號/公司之銀行。本人/號/公司同意本人/號/公司之銀行無須證實該等轉賬通知是否已交付本人/號/公司。

Until further notice I/we hereby authorize Project Orbis International, Inc. to initiate and the Bank named above to process debits to my/our account and provided always that the amount of any one such transfer shall not exceed the limit indicated above. Notwithstanding that to do so may result in an overdraft or an increase in the overdraft on my/our account and provided further that the amount of each such transfer shall be exactly the amount indicated above. 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. 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 or variation is to take effect. 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.

一年內累積捐款達港幣一百元或以上可憑收據在香港申請免稅。Accumulated donations of HK\$100 annually or above are tax deductible with a receipt in Hong Kong.

請寄發收據。Please issue receipt.
若捐款人姓名或地址欠奉,恕不能寄發收據。每月捐款正式收據將於每年四月寄奉,以便您填寫報稅表。
Orbis regrets that it cannot provide receipts to donors who fail to provide either their name or address. For monthly donations, an annual receipt will be issued in April to help you pursue your tax return.

為幫助節省行政開支,本人不需收據。
To help save administration costs, please do not send me a receipt.

奧比斯專用 For Orbis use		Handled by/ on	Verified
DDA to Bank			
Start Date			
Last Valid Date			
Close Reason			