更改主要獲授權人委任書
Appointment Letter for Change of Primary Authorised Person

本人／本公司／本機構* _____ *（僱主名稱）*（註），識別碼（註）為_____。本人／本公司／本機構*現授權下述人士由_____年_____月_____日開始，取代 _____*（現任主要獲授權人姓名）*，作為本人／本公司／本機構*的「主要獲授權人」，代表本人／本公司／本機構*處理一切有關取消強積金「對沖」安排資助計劃申請事宜，包括但不限於遞交申請及補充文件、更新公司／機構註冊及商業登記資料，以及設定及更新本人／本公司／本機構*在援「沖」易的資料及獲授權人帳戶等：

I/Our company/Our organisation* _____ *(Name of Employer)* (Note), with the identifier (Note) of _____. I/Our company/Our organisation* hereby appoint(s) the person named below to be the "Primary Authorised Person" with effect from _____ *(dd/mm/yyyy)* to replace _____ *(Name of the current Primary Authorised Person)* to handle all matters related to making applications under the Subsidy Scheme for Abolition of MPF Offsetting Arrangement on my/our company's/our organisation's* behalf, including but not limited to submission of applications and supplementary documents, updating the information pertaining to the company/organisation registration and the business registration, and setting up and updating my/our company's/our organisation's* profile and account(s) of authorised person(s) on the TransitionEase, etc.:

新任主要獲授權人姓名*（須與香港身份證／護照相同）*:
Name of New Primary Authorised Person
(as shown on Hong Kong Identity Card ("HKID")/passport): _____

新任主要獲授權人香港身份證／護照*號碼：
HKID/Passport* No. of New Primary Authorised Person: _____ *護照簽發國家／地區：* *Issuing Country/Region of Passport:* _____

新任主要獲授權人職位：
Post Title of New Primary Authorised Person: _____

新任主要獲授權人電郵地址：
Email Address of New Primary Authorised Person: _____

簽署（註） Signature (Note)	職位 Post Title	
簽署人姓名 Name of Signee	日期 *（日／月／年）* Date *(dd/mm/yyyy)*	公司／機構印章 Company/Organisation Chop

*請刪除不適用者
* Please delete where appropriate

附註
Notes

註　根據申請人所屬的業務實體類別，按下表提供相關僱主名稱和識別碼，以及簽署本表格：

業務實體類別	僱主名稱	識別碼	簽署人
第 I 類： 有限公司／法團／ 有限合夥業務等（備註 1）	註冊文件上的 公司／法團／ 有限合夥名稱	公司註冊／ 登記證明書號碼 （八位數字的 唯一業務識別碼）	公司／ 法團董事
第 II 類： 註冊機構（備註 2）	註冊文件上的 機構名稱	註冊編號	機構的負責人
第 III 類： 獨資業務／ 普通合夥業務	獨資經營者／ 所有合夥人的姓名 （如合夥人為陳大文及何少文，以 TAI Company 名義經營業務，請填寫「陳大文及何少文」）	商業登記號碼的 首八位數字	獨資經營者／ 任何合夥人
第 IV 類： 根據《商業登記條例》（香港法例第 310 章）獲豁免辦理商業登記但須持有牌照的業務（備註 3）	牌照持有人的姓名	牌照編號	牌照持有人
第 V 類： 個人僱主（備註 4）	僱主的姓名	香港身份證號碼 （如非持有香港身份證，請提供護照號碼）	僱主本人

備註 1　指根據《公司條例》（香港法例第 622 章）、《有限責任合夥條例》（香港法例第 37 章）、《有限合夥基金條例》（香港法例第 637 章）、《證券及期貨條例》（香港法例第 571 章）或《註冊受託人法團條例》（香港法例第 306 章）成立或註冊的有限公司／法團／有限合夥業務／有限合夥基金／開放式基金型公司／註冊受託人法團。

備註 2　指根據*上述備註 1 所列法例以外*的香港法例，如《社團條例》（香港法例第 151 章）、《職工會條例》（香港法例第 332 章）、《建築物管理條例》（香港法例第 344 章）及《教育條例》（香港法例第 279 章）等註冊的機構。如僱主是根據相關條例或其附屬法例成立的唯一機構，沒有註冊證明書，請在「識別碼」一欄填寫「0001」。

備註 3　指獲《商業登記條例》豁免辦理商業登記，但在香港所經營的業務須向政府部門領取牌照的業務實體，如農業、園藝或漁業。

備註 4　指以個人名義與僱員訂立僱傭合約的僱主，例如以個人名義聘用私人司機的僱主。

Note Please provide the name of employer and identifier, and sign this Form according to the type of business entity of the applicant as tabulated below:

Type of business entity	Name of employer	Identifier	Signee
Type I: Limited Company, Body Corporate, Limited Partnership, etc. *(Remark 1)*	Name of company, body corporate, limited partnership, etc. stated in the registration document	Certificate of Incorporation/ Registration No. (i.e. the 8-digit Unique Business Identifier)	Company/ body corporate director
Type II: Registered Organisation *(Remark 2)*	Name of organisation stated in the registration document	Registration No.	Person in charge of the organisation
Type III: Sole Proprietorship/ General Partnership	Name of sole proprietor/ all partners (e.g. if a general partnership with two individual partners, namely CHAN Tai-man and HO Siu-man, operates a business in the name of TAI Company, please fill in "CHAN Tai-man and HO Siu-man")	The first eight digits of Business Registration No.	Sole proprietor/ Any partner
Type IV: Entities exempted from registration under the Business Registration Ordinance ("BRO") (Chapter 310 of the Laws of Hong Kong) but required to obtain a licence for their business *(Remark 3)*	Name of licence holder	Licence No.	Licence holder
Type V: Individual Employer *(Remark 4)*	Name of employer	HKID No. (or passport no. if not possessing HKID)	Employer

Remark 1 It refers to limited companies/body corporates registered under the Companies Ordinance (Chapter 622 of the Laws of Hong Kong), limited partnerships registered under the Limited Partnerships Ordinance (Chapter 37 of the Laws of Hong Kong), limited partnership funds registered under the Limited Partnership Fund Ordinance (Chapter 637 of the Laws of Hong Kong), open-end fund companies registered under the Securities and Futures Ordinance (Chapter 571 of the Laws of Hong Kong), and registered trustee corporations registered under the Registered Trustees Incorporation Ordinance (Chapter 306 of the Laws of Hong Kong).

Remark 2 It refers to organisations incorporated/registered under an ordinance of Hong Kong *other than those listed in Remark 1 above*, such as the Societies Ordinance (Chapter 151 of the Laws of Hong Kong), Trade Unions Ordinance (Chapter 332 of the Laws of Hong Kong), Building Management Ordinance (Chapter 344 of the Laws of Hong Kong) and Education Ordinance (Chapter 279 of the Laws of Hong Kong), etc. If the employer is the only organisation established under the governing ordinance or its subsidiary legislation and does not have a Certificate of Registration, please fill in "0001" as the identifier.

Remark 3 It refers to entities exempted from business registration under BRO but required to obtain a licence from a government department to operate the business in Hong Kong, e.g. the business of agriculture, market gardening or fishing.

Remark 4 It refers to an employer entering into an employment contract with an employee in his/her own capacity, such as a natural person employer engaging a personal chauffeur.