

新地會VISA卡 SHKP Club VISA card

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管理費自動轉賬 授權書
Management fee autopay authorization form

若您的住宅單位/車位是由新鴻基地產發展，並由康業服務有限公司、啟勝管理服務有限公司、君御物業管理有限公司、超卓管理服務有限公司或帝譽服務有限公司管理，現可透過新地會VISA卡以自動轉賬形式繳付每月管理費，極盡方便可靠之餘，毋須擔心逾期繳款；同時可享長達56天還款期，並可賺取信用卡積分。申請手續簡單，只需填妥本表格後交回所屬屋苑管理處即可。

- 注意：
1. 有關申請過程需時5至6個星期，若您的付款通知單並未印上"TO BE AUTOPAID BY SHKP CLUB VISA CARD"或"新地會VISA卡自動轉賬"字句，即代表您的申請並未開始運作，請自行安排繳款。請參考附奉之樣本。
2. 每份表格只接受一項住宅及一項住宅車位之自動轉賬申請，如欲作更多轉賬，請往所屬屋苑管理處索取表格，或於新地會網站 www.shkclub.com 下載。
3. 「管理費自動轉賬」服務只適用於住宅樓宇或住宅樓宇車位。
4. 您所呈交之表格將不獲退還。
5. 若您的新地會VISA卡已取消，自動轉賬支付管理費指示將立即終止。客戶必須以其他途徑繳付管理費。

If you are a resident of a Sun Hung Kai Properties estate managed by the Hong Yip Service Company Ltd., Kai Shing Management Services Ltd., Grandeur Property Management Company Ltd., Supreme Management Services Ltd. or Royal Elite Service Company Ltd., you can conveniently settle your monthly unit or car park management fees by autopay using your SHKP Club VISA Card. This ensures that your payments are always on time, gives you up to 56 days repayment period and earns bonus points. Simply complete this form and submit it to your estate's management office.

- Notes:
1. Applications take 5-6 weeks to process. If the words "TO BE AUTOPAID BY SHKP CLUB VISA CARD" or "SHKP Club VISA Card Autopay" do not appear on your Demand Note, your application has not yet been processed. In that case, you will need to make alternate arrangements to settle the payment. Please refer to the attached samples.
2. This form can only be used to apply for autopay in respect of one unit and car park. If you wish to autopay management fees on multiple addresses, please collect additional application forms from your estate management office or download forms from the SHKP Club web site www.shkclub.com.
3. Management Fee Autopay is only available for residential properties and car parks.
4. Completed forms will not be returned.
5. Management Fee Autopay will be terminated in the event that your SHKP Club VISA Card account is terminated, in which case you will need to settle payments by other means.

為加快我們處理閣下之申請，請清楚填寫下列各項資料。
>Please supply all information requested, to ensure prompt processing."
請以英文正楷填寫 Please use BLOCK letters

持卡人姓名:
Cardholder's name:

新地會VISA卡號碼:
SHKP Club VISA Card No.:

有效期至:
Expiry date:

日間聯絡電話:
Daytime Contact No.:

申請「管理費自動轉賬」的住宅單位/車位必須由新鴻基地產發展並由康業服務有限公司、啟勝管理服務有限公司、君御物業管理有限公司、超卓管理服務有限公司或帝譽服務有限公司管理。
>Your property/car park must have been developed by SHKP properties and managed by the Hong Yip Service Company Ltd., Kai Shing Management Services Ltd., Grandeur Property Management Company Ltd., Supreme Management Services Ltd. or Royal Elite Service Company Ltd.

住戶戶口號碼 Residential Account No./ Property ID:

支付物業管理費之地址 (請以英文填寫):
Property Management Fee Settlement Address (In English):

車位戶口號碼 Car park Account No.:

支付車位管理費之地址 (請以英文填寫):
Car park Management Fee Settlement Address (In English):

本人授權康業服務有限公司/啟勝管理服務有限公司/君御物業管理有限公司/超卓管理服務有限公司/帝譽服務有限公司於上述新地會VISA卡賬戶內扣除管理費月結上之結欠款項。本人明白所屬管理公司必須獲取上述資料方能處理本人的申請，否則所屬管理公司可能不會處理本人的管理費自動轉賬申請。本人並同意授權有關管理公司將上述資料交予東亞銀行有限公司以作辦理管理費自動轉賬申請事宜。本人明白每月自動轉賬之批核將視乎每月本人信用卡賬戶當時之狀況而定，若自動轉賬指示未獲批核，有關管理公司將會聯絡本人，安排其他付款方式於繳款日期前支付有關款項。本人可聯絡所屬管理公司之客戶服務部查詢及要求修訂上述資料。
I hereby authorize the Hong Yip Service Company Ltd./ Kai Shing Management Services Ltd./ Grandeur Property Management Company Ltd. / Supreme Management Services Ltd./ Royal Elite Service Company Ltd. to debit the amount shown in my monthly management fee demand note against the above SHKP Club VISA Card. I understand that the date requested is necessary for the relevant management company to process my management fee autopay application and if I fail to provide the same, my management fee autopay application may not be processed. I hereby also authorize the management company to disclose any of the above information to The Bank of East Asia, Limited and its affiliated companies to process my management fee autopay application from time to time. I understand direct debit approval must be obtained each month and will depend as the status of my credit card account at that time. If the debit is not approved, your management office will contact me to request settlement by other means and I shall be responsible for payment of outstanding balance before the payment due date. I may always contact management office to gain access to and request correction or amendment to the data kept by you.

I hereby authorize the Hong Yip Service Company Ltd./ Kai Shing Management Services Ltd./ Grandeur Property Management Company Ltd. / Supreme Management Services Ltd./ Royal Elite Service Company Ltd. to debit the amount shown in my monthly management fee demand note against the above SHKP Club VISA Card. I understand that the date requested is necessary for the relevant management company to process my management fee autopay application and if I fail to provide the same, my management fee autopay application may not be processed. I hereby also authorize the management company to disclose any of the above information to The Bank of East Asia, Limited and its affiliated companies to process my management fee autopay application from time to time. I understand direct debit approval must be obtained each month and will depend as the status of my credit card account at that time. If the debit is not approved, your management office will contact me to request settlement by other means and I shall be responsible for payment of outstanding balance before the payment due date. I may always contact management office to gain access to and request correction or amendment to the data kept by you.

持卡人簽署 Cardholder's signature

X
(必須與新地會VISA卡之簽名相符)
(Must be as appears on your SHKP Club VISA Card)

日期: Date:

請在所有曾更改的地方簽署 Please sign all amendments in the same way
*請參考附奉之樣本 *Please refer to the attached samples
**請刪去不適用之項目 **Cross out as appropriate

管理費付款通知單樣本
Sample of Your Management Fee Demand Note

此為康業服務有限公司之管理費付款通知單樣本:
Sample from Hong Yip Service Company Ltd.

Form for Hong Yip Service Company Ltd. Management Fee Demand Note. Includes company logo, address, contact info, and a table with management fee details for 01/2005.

此為啟勝管理服務有限公司之管理費付款通知單樣本:
Sample from Kai Shing Management Services Ltd.

Form for Kai Shing Management Services Ltd. Management Fee Demand Note. Includes company logo, address, contact info, and a detailed account summary table for 50座 Block 50.

住戶/車位戶口號碼或物業編號 Residential / Carpark Account No. or Property ID.

此字句代表您的管理費已透過新地會VISA卡自動轉賬繳交。
This indicates that your management fee will be autopaid by SHKP Club VISA Card

管理費付款通知單樣本
Sample of Your Management Fee Demand Note

此為君御物業管理服務有限公司之管理費付款通知單樣本:
Sample from Grandeur Property Management Company Ltd.

Form for Grandeur Property Management Company Ltd. Management Fee Demand Note. Includes company logo, address, contact info, and a table with management fee details for 04/2006.

此為超卓管理服務有限公司之管理費付款通知單樣本:
Sample from Supreme Management Service Ltd.

Form for Supreme Management Services Limited Management Fee Demand Note. Includes company logo, address, contact info, and a detailed account summary table for 60座 Tower 60.

住戶/車位戶口號碼或物業編號 Residential / Carpark Account No. or Property ID.

此字句代表您的管理費已透過新地會VISA卡自動轉賬繳交。
This indicates that your management fee will be autopaid by SHKP Club VISA Card

管理費付款通知單樣本
Sample of Your Management Fee Demand Note

此為帝譽服務有限公司之管理費付款通知單樣本:
Sample from Royal Elite Service Company Ltd.

Form for Royal Elite Service Company Ltd. Management Fee Demand Note. Includes company logo, address, contact info, and a table with management fee details for 05/2008.

住戶/車位戶口號碼或物業編號 Residential / Carpark Account No. or Property ID.

此字句代表您的管理費已透過新地會VISA卡自動轉賬繳交。
This indicates that your management fee will be autopaid by SHKP Club VISA Card