

## 聖雅各福群會

St. James' Settlement

## &lt;捐款表格 Donation Form&gt;

謝謝你的捐款 Thank you for your kind support!

請以正楷填寫 Please complete the form in BLOCK LETTERS

( 請在適當方格內加上「√」 Please tick where appropriate )

**捐款者個人資料 Donor Personal Information**捐款人姓名 Name of Donor: (姓 Last Name) \_\_\_\_\_ (名 First Name) \_\_\_\_\_ 稱呼 (  先生 Mr /  女士 Ms /  小姐 Miss )

別名 Other Name/公司名 Company Name: \_\_\_\_\_

電話號碼 Tel. No.: (日間 Day) \_\_\_\_\_ (夜間 Night) \_\_\_\_\_ 電郵 E-mail: \_\_\_\_\_

地址 Address: \_\_\_\_\_

**個人資料收集聲明 Personal Information Collection Statement**

聖雅各福群會盡力遵守《個人資料(私隱)條例》所載的規定，依照收集資料時所說明的目的使用該等資料，並確保個人資料得到妥善儲存。閣下提供予本會的「捐款者個人資料」會用作處理捐款、簽發收據及謝函之用。本會將運用你的個人資料(包括你的姓名、電話、傳真、電郵及郵寄地址等)，以便日後與你通訊、服務推廣、呼籲慈善捐款、活動/訓練課程邀請或收集意見用途。如有需要你可以隨時向本會提出要求停止使用你的個人資料，此項安排毋須繳付任何費用。

St. James' Settlement undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and securely kept. The donor personal information will be used for receipting and issuing thank you letter purposes. St. James' Settlement may use your personal data (name, telephone number, fax number, email and mailing addresses) for the purposes of providing you with information of St. James' Settlement, fundraising appeal, activities / courses invitation as well as for feedback collection and related promotion purposes. Upon your request at any time and at no charge, we will cease to use your personal data for promotion purposes.

倘若你同意本會的上述安排，請於右方簽署。

Please sign on the right to indicate your agreement to such use of personal data as above.

如你不同意上述安排，請在簽署前於以下空格加上「√」號。

Should you find such use of your personal data not acceptable, please indicate your objection before signing by ticking the box below.

 本人不同意上述有關使用個人資料的安排。 I object to the proposed use of my personal data as stated above.

簽署：

Signature \_\_\_\_\_

姓名：

Name \_\_\_\_\_

日期：

Date \_\_\_\_\_

**捐款資料 Donation Details** 信用卡每月捐款 Monthly Credit Card Donation 單次捐款 One-off Donation

本人/本公司樂意捐助 I/My Company would like to donate

 HK\$500  HK\$1,000  HK\$1,500 其他金額 Other HK\$ \_\_\_\_\_

以贊助、支持下列服務 to support the following services:

 持續照顧 Continuing Care 復康服務 Rehabilitation Services 家庭及輔導服務 Family and Counselling Services 青少年服務 Youth Services 社區中心服務 Community Centre Services 日常經費 Operation Cost 慈惠計劃 Charity Projects 其他 Others \_\_\_\_\_

請註明 please specify: \_\_\_\_\_

**捐款方法 Donate Methods** 以劃線支票捐助 By crossed cheques (抬頭「聖雅各福群會」 Payable to "St. James' Settlement")

支票號碼 Cheque No.: \_\_\_\_\_ 發票銀行 Issuing Bank: \_\_\_\_\_

 以信用卡捐助 By Credit Card VISA Master American Express (AE)

信用卡號碼 Card No. \_\_\_\_\_ 信用卡有效日期 Expiry Date \_\_\_\_\_ / \_\_\_\_\_ (月 MM / 年 YY)

持卡人姓名 Card Holder's Name \_\_\_\_\_ 簽名 Signature: \_\_\_\_\_

 直接存入聖雅各福群會於 By Direct Transfer to SJS's account with

匯豐銀行 HSBC A/C No : 002-5-224247

東亞銀行 Bank of East Asia A/C No : 514-10-30561-7

恒生銀行 Hang Seng Bank A/C No : 388-558645-001

 現金 Cash

攜同右邊條碼，於任何 7-ELEVEN 商店以現金捐款 (最低金額為\$100)，完成後請保留交易紀錄。

Present this barcode to any 7-ELEVEN (Min. donation \$100). Keep the receipt.



3479 9000 0000 0012 0

\* 請將此表格連同劃線支票/銀行入數紙/7-ELEVEN 商店捐款交易紀錄寄回本會灣仔石水渠街 85 號聖雅各福群會行政部，以便發出正式收據。

Please forward this form together with crossed cheque/bank's pay-in/7-ELEVEN receipt to **Administration Division, St. James' Settlement, 85 Stone Nullah Lane, Wanchai, Hong Kong** for issuing official receipt.

\* 所有提供予本會的資料只用作處理捐款、簽發收據及謝函之用。

The above information will be used for receipting and issuing thank you letter purposes only.

\* 本會網上捐款現已啟用，有關詳情請瀏覽本會網址：[www.sjs.org.hk](http://www.sjs.org.hk)The E-donation is available now, for detail please visit our website: [www.sjs.org.hk](http://www.sjs.org.hk)

由本會填寫 For Official Usage

經手人姓名: \_\_\_\_\_ ( )

收據號碼: \_\_\_\_\_

收據寄發日期: \_\_\_\_\_

收到日期: \_\_\_\_\_ ( )

聯絡電話: \_\_\_\_\_

謝函: 需要 (英 / 中): \_\_\_\_\_ / 不需要

謝函寄發日期: \_\_\_\_\_