

捐款 / 捐贈表格 Donation Form

如欲捐款 / 捐贈支持屯門醫院，請填妥本表格，並郵寄、電郵或傳真至本院公共事務及籌募組。

If you would like to donate to Tuen Mun Hospital,

please complete this donation form and send it to our Public Affairs and Donation Management Unit via mail, email or fax.

(☐ 請於適當方格內填「√」 Please put a “√” in the boxes if appropriate.)

本人／機構願意作出以下捐款 / 捐贈支持「屯門醫院」。 I / We would like to support Tuen Mun Hospital through donation.

捐款／捐贈詳情 Donation Details

1. 捐款金額 Donation Amount : 港幣 HK\$ _____
2. 捐贈物品 In Kind : _____ 估計價值 Estimated Value : _____
3. 捐款／捐贈目的 Designated Use / Department :
善款會用於一般病人服務。如有指定用途，請註明：
The donation will support general patients' services unless otherwise specified. _____

捐款方法 Donation Method

一站式網上捐款平台 One-stop Online Donation Platform

善長可透過本院一站式網上捐款平台辦理捐款。完成電子支付程序後，請上載付款證明或交易截圖（須清楚顯示付款日期），並填妥網上表格，以便本院跟進。

You are welcome to make donations through our one-stop online donation platform. Upon completion of the electronic payment, please upload the payment proof or transaction screenshot (with payment date) and complete the online form for our further processing.



電子捐款方式 Electronic Donation Methods :

- (1) 透過八達通手機應用程式 Through Octopus mobile app
- (2) 透過 PayMe 手機應用程式 Through PayMe mobile app
- (3) 信用卡 Credit Card (經 via PayPal)
平台支援 PayPal 賬戶、信用卡 (Visa／萬事達卡／美國運通卡／Discover) 及 Apple Pay。
The platform supports for PayPal Wallet, Credit Card (Visa／Mastercard／American Express／Discover) and Apple Pay.

其他捐款方式 Other Donation Methods

☐ 銀行存款 Bank deposit／銀行轉賬 Bank transfer／轉數快 Faster payment system (FPS)

請提供銀行存款收據正本／轉賬證明／轉數快證明。Please provide the original bank-in slip / a proof of bank transfer or FPS.

此捐款方式亦適用於本院一站式網上捐款平台。This donation method is also available through our one-stop online donation platform.

帳戶號碼 Bank Account Number :

1. 518-40-04077-8【東亞銀行 Bank of East Asia】(銀行編號 Bank Code : 015)
2. 002-738976-6【滙豐銀行 HSBC】(銀行編號 Bank Code : 004)

帳戶名稱 Bank Account Name :

醫院管理局 屯門醫院 Hospital Authority Tuen Mun Hospital

☐ 信用卡 Credit card

☐ Visa ☐ 萬事達卡 Mastercard

☐ 單次捐款 One-off ☐ 每月捐款 Monthly

定期捐款至此日期止 Donation period till (如適用 if applicable) : _____ / _____ (月 MM / 年 YYYY)

信用卡卡號

Credit Card No. : _____

有效期至

Expiry Date : _____ / _____ (月 MM / 年 YYYY)

持卡人姓名

Cardholder's Name : _____

持卡人簽名

Cardholder's Signature : _____

本人授權屯門醫院從以上信用卡戶口扣除上列捐款金額。

I hereby authorise Tuen Mun Hospital to debit the above donation amount from the above credit card.

● 每月捐款計劃 Monthly donation programme :

- 捐款將於每月約 20 號自動過數，如 20 號是週末或公眾假期，轉賬將於下一個工作天過賬。Monthly credit card donations will be processed on or around the 20th day of every month, or on the next working day if the 20th falls on weekend or is a public holiday.
- 信用卡資料的更改，有機會導致轉賬未能成功。如該次未能成功過數，本院將與捐款者聯絡及在其同意下再安排一次過數。Any changes of the credit card information may lead to failure of transaction. Should the transaction fail, the hospital will contact the donor and make a second attempt at donor's consent.
- 為預留足夠時間與銀行辦理相關手續，如捐款者欲取消或更改捐款詳情，須於每月 20 號前以書面通知本院，並預留最少 5 個工作天以作適當安排。如期間為週末或公眾假期，將會順延到下一個工作天處理。To allow sufficient time to complete the relevant procedures with bank, the donor must give notice of cancellation or variation on donation details in writing to the hospital at least 5 working days before 20th day of every month. It will be processed on the next working day if there are weekends or public holidays.

☐ 劃線支票 Crossed cheque

抬頭請寫「醫院管理局 - 屯門醫院」 Payable to "Hospital Authority - Tuen Mun Hospital"

支票號碼 Cheque no. : _____ 發出銀行 Issue Bank : _____

☐ 現金 Cash

如欲以現金捐款，善長可投入位於屯門醫院範圍內的捐款箱，或親臨本院公共事務及籌募組辦理。Cash donation can be put into the donation boxes installed at Tuen Mun Hospital, or made through the office of our Public Affairs and Donation Management Unit.

捐款／捐贈人資料 Donor Particulars☐ 以個人名義捐款 Individual Donor☐ 以機構名義捐款 Corporate Donor

善長芳名或機構名稱

Name of Individual or Organisation :

(□先生 Mr / □女士 Ms / □太太 Mrs)

聯絡人姓名 Name of Contact Person

(如與上述不同 if different from above) :

(□先生 Mr / □女士 Ms / □太太 Mrs)

地址 Address :

電話 Tel :

電郵 Email :

傳真 Fax :

備註 Remarks :

- 每項透過電子支付方式（銀行轉賬／轉數快除外）所作之捐款，本院均需按百分比支付手續費，惟善長無需繳交任何手續費。此外，捐款金額不設上限，惟建議最低捐款額為港幣 28 元。The hospital will be charged a percentage-based fee for any donation made via electronic payment methods (except for bank transfer/FPS). This fee is not chargeable to the donor. In addition, there is no upper limit on donations made and a suggested minimum donation amount is HK\$28.
- 捐款達港幣 100 元或以上（捐贈物品除外），可獲發正式收據作報稅及存檔之用。本院將以電郵或平郵方式寄發收據。An official receipt will be issued for donations of HK\$100 or above for tax deduction and record purposes (excluding in-kind donation), by email or surface mail.
- 除特別註明，捐款收據將按上述善長芳名或機構名稱發出。The donation receipt will be issued to the name of individual or organisation provided above unless otherwise specified.

個人資料收集聲明 Personal Information Collection Statement

本表格所收集閣下的個人資料將嚴格保密處理，並只會向屯門醫院及醫院管理局（下稱「醫管局」）提供，以用作與籌募相關事宜及發出收據的目的。Your personal data collected in this form will be kept strictly confidential and made available only to Tuen Mun Hospital and Hospital Authority (HA) to use for purposes relating to donation matters and for issuing receipts.

根據《個人資料（私隱）條例》，由於屯門醫院及醫管局擬使用閣下的個人資料（即你的姓名和聯絡資料）進行慈善募捐，我們需先取得閣下的同意，但屯門醫院及醫管局在未得到你的同意之前不會如此使用你的個人資料。

Under the Personal Data (Privacy) Ordinance, Tuen Mun Hospital and HA need to obtain your consent as we intend to use your personal data (i.e. your name and contact data) for solicitation of donations for charitable purposes to Tuen Mun Hospital and HA but will not so use your personal data unless your consent is received.

使用個人資料作籌募推廣 Use of Personal Data for Solicitation of Donations

如閣下願意繼續支持屯門醫院及醫管局的慈善工作，並同意我們使用你的個人資料為屯門醫院及醫管局進行慈善募捐，請於下方空格簽署。如你不同意，則無需簽署。

Please sign in the space below if you agree to support the charity work of Tuen Mun Hospital and HA and the use of your personal data for solicitation of donations to Tuen Mun Hospital and HA. If you find such use not acceptable, then your signature is not required.

你有權隨時查閱和改正屯門醫院及醫管局持有關於你的個人資料。如要行使上述權利或不欲再收到屯門醫院及醫管局有關慈善募捐的推廣資訊，請致電 2468 5464 或電郵至 ntwc.pa@ha.org.hk 與屯門醫院公共事務及籌募組聯絡。

You have rights of access and correction with respect to your personal data held by Tuen Mun Hospital and HA. If you wish to exercise these rights or you do not wish to receive any promotional materials on solicitation for donations to Tuen Mun Hospital and HA afterwards, please contact the Public Affairs and Donation Management Unit of Tuen Mun Hospital at 2468 5464 or by email ntwc.pa@ha.org.hk.

捐款人簽署

Signature of the Donor :

日期

Date :

屯門醫院公共事務及籌募組**Tune Mun Hospital Public Affairs and Donation Management Unit**

地址 Address : 香港新界屯門青松觀路 23 號屯門醫院康復大樓 5 樓

5/F, Rehabilitation Block, Tuen Mun Hospital, 23 Tsing Chung Koon Road, Tuen Mun, New Territories, Hong Kong

電話 Tel : 2468 5464

傳真 Fax : 2464 4643

電郵 E-mail : ntwc.pa@ha.org.hk網址 Website : www.ha.org.hk/tmh