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| To 致:  | **Manford Finance Limited** **民锋金融有限公司**3403., 118 Connaught Road West, Hong Kong香港干诺道西118号34楼03室 |  |  Account No 客户号码 : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Self-Certification Form – Individual****自我证明表格 – 个人** |

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| **Important Notes重要提示**：* This is a self-certification form provided by an account holder to a reporting financial institution for the purpose of automatic exchange of financial account information. The data collected may be transmitted by the reporting financial institution to the Inland Revenue Department for transfer to the tax authority of another jurisdiction. 这是由账户持有人向申报财务机构提供的自我证明表格，以作自动交换财务帐户数据用途。申报财务机构可把收集所得的资料交给税务局，税务局会将资料转交到另一税务管辖区的税务当局。
* An account holder should report all changes in his/her tax residency status to the reporting financial institution. 如账户持有人的税务居民身分有所改变，应尽快将所有变更通知申报财务机构。
* All parts of the form must be completed (unless not applicable or otherwise specified). If space provided is insufficient, continue on additional sheet(s). Information in fields/parts marked with an asterisk (\*) are required to be reported by the reporting financial institution to the Inland Revenue Department. 除不适用或特别注明外，必须填写这份表格所有部分。如这份表格上的空位不够应用，可另纸填写。在栏/部标有星号（\*）的项目为申报财务机构须向税务局申报的资料。
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**Part 1 - Identification of Individual Account Holder第1 部-个人账户持有人的身分识辨资料**

*(For joint or multiple account holders, complete a separate form for each individual account holder 对于联名账户或多人联名账户，每名个人账户持有人须分别填写一份表格）*

|  |  |  |
| --- | --- | --- |
| (1) | **Name of Account Holder账户持有人的姓名** |  |
|  | Title (e.g. Mr, Mrs, Ms, Miss)称谓 (例如：先生、太太、女士、小姐) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Last Name or Surname 姓氏\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | First or Given Name 名字\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Middle Name(s) 中间名 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| (2) | Hong Kong Identity Card or Passport Number香港身份证或护照号码 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| (3) | **Current Residence Address现时住址**Line 1 (e.g. Suite, Floor, Building, Street, District) 第1行 (例如：室、楼层、大厦、街道、地区) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Line 2 (City) 第2行 (城市)\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Line 3 (e.g. Province, State) 第3行(例如：省、州) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Country国家\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Post Code/ZIP Code邮政编码/邮政编码码 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| (4) | **Mailing Address (Complete if different to the current residence address) 通讯地址(如通讯地址与现时住址不同，填写此栏)**Line 1 (e.g. Suite, Floor, Building, Street, District) 第1行(例如：室、楼层、大厦、街道、地区) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Line 2 (City) 第2行(城市) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Line 3 (e.g. Province, State) 第3行(例如：省、州) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Country国家 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Post Code/ZIP Code邮政编码/邮政编码码 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| (5) | Date of Birth(dd/mm/yyyy)出生日期(日/月/年)\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
| (6) | **Place of Birth (Not compulsory) 出生地点(可不填写)**Town/City镇/城市 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Province/State省/州 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Country国家 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part 2 - Jurisdiction of Residence and Taxpayer Identification Number or its Functional Equivalent (“TIN”) \***

**第2 部 - 居留司法管辖区及税务编号或具有等同功能的识辨编号（以下简称「税务编号」）\***

Complete the following table indicating提供以下数据，列明

1. the jurisdiction of residence (including Hong Kong) where the account holder is a resident for tax purposes; and账户持有人的居留司法管辖区，亦即账户持有人的税务管辖区（香港包括在内）及
2. the account holder’s TIN for each jurisdiction indicated该居留司法管辖区发给账户持有人的税务编号

Indicate all (not restricted to three) jurisdictions of residence.列出所有(不限于3个)居留司法管辖区。

If the account holder is a tax resident of Hong Kong, the TIN is the Hong Kong Identity Card Number如账户持有人是香港税务居民，税务编号是其香港身份证号码。

If a TIN is unavailable, provide the appropriate reason A, B or C如没有提供税务编号，必须填写合适的理由:

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| Reason理由A | : | The jurisdiction where the account holder is a resident for tax purposes does not issue TINs to its residents账户持有人的居留司法管辖区并没有向其居民发出税务编号。 |
|  |  |  |
| Reason理由B | : | The account holder is unable to obtain a TIN. Explain why the account holder is unable to obtain a TIN if you have selected this reason 账户持有人不能取得税务编号。如选取这一理由，解释账户持有人不能取得税务编号的原因。 |
|  |  |  |
| Reason理由C | : | TIN is not required. Select this reason only if the authorities of the jurisdiction of residence do not require the TIN to be disclosed账户持有人毋须提供税务编号。居留司法管辖区的主管机关不需要账户持有人披露税务编号。 |

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| **Jurisdiction of Residence****居留司法管辖区** | **TIN****税务编号** | **Enter Reason A, B or C if no TIN is available如没有提供税务编号，填写理由A、B或C** | **Explain why the account holder is unable to obtain a TIN if you have selected Reason B如选取理由B， 解释账户持有人不能取得税务编号的原因** |
| (1) |  |  |  |
| (2) |  |  |  |
| (3)  |  |  |  |

**Part 3 - Declarations and Signature 第 3 部 - 声明及签署**

I acknowledge and agree that (a) the information contained in this form is collected and may be kept by **Manford Financial Limited** for the purpose of automatic exchange of financial account information, and (b) such information and information regarding the account holder and any reportable account(s) may be reported by **Manford Financial Limited** to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another jurisdiction or jurisdictions in which the account holder may be resident for tax purposes, pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112).本人知悉及同意，**民锋金融有限公司**可根据《税务条例》（第112章）有关交换财务帐户数据的法律条文，(a)收集本表格所载数据并可备存作自动交换财务帐户数据用途 及(b)把该等资料和关于帐户持有人及任何须申报帐户的资料向香港特别行政区政府税务局申报，从而把资料转交到帐户持有人的居留司法管辖区的税务当局。.

I certify that I am the account holder / I am authorized to sign for the account holder **#** of all the account(s) to which this form relates.本人证明，就与本表格所有相关的帐户，本人是 账户持有人/ 本人获账户持有人授权签署本表格**#**。

*(# Please tick as appropriate 剔选适用者)*

I undertake to advise **Manford Financial Limited** of any change in circumstances which affects the tax residency status of the individual identified in Part 1 of this form or causes the information contained herein to become incorrect, and to provide **Manford Financial Limited** with a suitably updated self-certification form within 30 days of such change in circumstances.本人承诺，如情况有所改变，以致影响本表格第1部所述的个人的税务居民身分，或引致本表格所载的数据不正确，本人会通知**民锋金融有限公司**，并会在情况发生改变后30日内，向**民锋金融有限公司**提交一份已适当更新的自我证明表格。

I declare that the information given and statements made in this form are, to the best of my knowledge and belief, true, correct and complete.本人声明就本人所知所信，本表格内所填报的所有数据和声明均属真实、正确和完备。

|  |  |  |
| --- | --- | --- |
| Signature签署 | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name姓名 | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Capacity身分 | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | *(Indicate the capacity if you are not the individual identified in Part 1. If signing under a power of attorney, attach a certified copy of the power of attorney. 如你不是第1部所述的个人，说明你的身分。如果你是以受权人身分签署这份表格，须夹附该授权书的核证副本。）* |
| Date (dd/mm/yyyy) 日期（日/月/年） | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **WARNING: It is an offence under section 80(2E) of the Inland Revenue Ordinance if any person, in making a self-certification, makes a statement that is misleading, false or incorrect in a material particular AND knows, or is reckless as to whether, the statement is misleading, false or incorrect in a material particular. A person who commits the offence is liable on conviction to a fine at level 3 (i.e. $10,000). 警告: 根据《税务条例》第80(2E)条，如任何人在作出自我证明时，在明知一项陈述在要项上属具误导性、虚假或不正确，或罔顾一项陈述是否在要项上属具误导性、虚假或不正确下，作出该项陈述，即属犯罪。一经定罪，可处第3级（即$10,000）罚款。** |