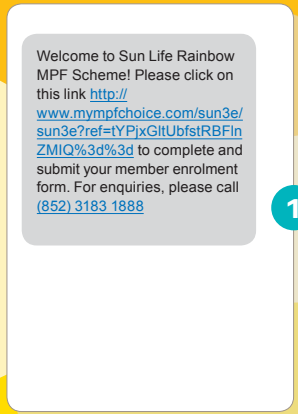


Sun Life eForms - User Guide

A simple way for employees to enroll in Sun Life Rainbow MPF Scheme (the "Scheme")

As your employer has chosen Sun Life Hong Kong Limited as the MPF service provider, we offer you a paperless method to enroll in the Scheme. You will receive a SMS with a link of Sun Life eForms once your employer submitted employee's information. You can simply follow the steps below to complete the enrolment.

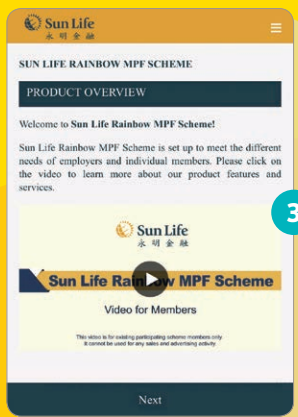
STEP 1 - Start registration



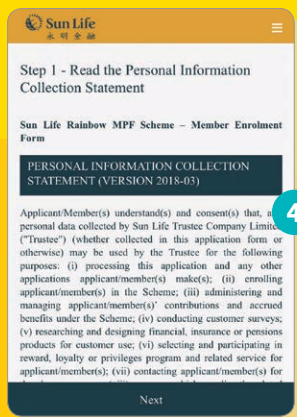
Click the link in the SMS to access Sun Life eForms



Input your HKID Card/Passport Number for authentication



Read the MPF Scheme Brochure of the Scheme to learn the details of the Scheme



Read the Personal Information Collection Statement



The link of Sun Life eForms will be valid for 60 days only. Please enroll at your earliest convenience once you received the SMS.

STEP 2 - Input information

Confirm the employer's details

Complete the Tax Residency Self-Certification

Input the employee's details

Make your investment choice

Constituent Fund	MC%	ERV%	EEVC%
Sun Life MPF Conservative Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sun Life MPF Hong Kong Dollar Bond Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sun Life MPF Global Bond Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you choose Own Investment Choice Program and make voluntary contributions, please ensure to provide your investment mandate for voluntary contributions

For making your investment choice, you can choose the options of Default Investment Strategy ("DIS"), Fund Cruiser or Own Investment Choice Program.



For details of investment choice, please refer to the MPF Scheme Brochure of the Scheme.

STEP 3 - Preview and sign

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SUN LIFE RAINBOW MPF SCHEME - MEMBER ENROLMENT FORM

Section 1: PERSONAL INFORMATION TO BE COMPLETED BY THE EMPLOYEE

Section 2: EMPLOYMENT INFORMATION TO BE COMPLETED BY THE EMPLOYER

Section 3: SIGNATURE AND AUTHORIZATION

Check the form and ensure the accuracy after reading the declaration and authorization

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Step 5 - Collect the Signature

Sun Life Rainbow MPF Scheme - Member Enrolment Form

Please note that your signature specimen below will be collected and applied to the Member Enrolment Form.

Specimen Signature

Please choose **Next** to proceed to the next section of the form.

Back Clear All Next

Sign the form by finger

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Step 6 - Collect Email Address

Sun Life Rainbow MPF Scheme - Member Enrolment Form

Please provide your email address(s) below and the completed Member Enrolment Form will be emailed to you for record.

You will be unable to receive the relevant document if no incorrect email address is provided here.

Please note that the email address(es) provided here will be used for the purpose of sending notification email to you. Any information of the email address(es) provided on this page will not be updated to your Member Enrolment Form.

Email Address (First)

e.g. ctman@xyz.com

Email Address (Second)

e.g. ctman@xyz.com

Back Clear All Submit

Provide your email address for collecting a signed copy of the member enrolment form

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Reference Number: 190314000609

You have completed the online member enrolment process. Your Member Enrolment Form will be sent to our Administrator, BestServe Financial Limited, for enrolment processing.

You can log into your email account(s) (if provided) to review the enrolment form copy.

Please mark down the above reference number for further enquiries.

Close

Remember the reference number for further enquiry

You should ensure the accuracy of the provided information before signing the form.

For assistance, please call Sun Life Pension Services Hotline at 3183 1888.

Important Note: This user guide is intended to provide guidance on filling out and submitting the Member Enrolment Form online. All the contents are for reference only. For details of the Scheme, please refer to the MPF Scheme Brochure and the relevant marketing materials of the Scheme.

Sun Life Hong Kong Limited (Incorporated in Bermuda with limited liability)
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Sun Life Pension Services Hotline: 3183 1888 Fax: 3183 1889
www.sunlife.com.hk

Client Service: BestServe Financial Limited
10th Floor, One Harbourfront, 18 Tak Fung Street, Hunghom, Kowloon, Hong Kong

Members of the Sun Life Financial group of companies.
Head Office in Toronto, Canada.

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Sun Life eForms - 用戶指南

讓僱員登記參加永明彩虹強積金計劃(「本計劃」)的簡易方法

您的僱主已選擇香港永明金融有限公司作為強積金服務供應商，我們為您提供一個無紙張的方法登記參加本計劃。當您的僱主遞交僱員資料，您將收到一個隨附Sun Life eForm連結的手機短訊，您只需依照以下步驟，即可完成登記。

步驟 1 - 開始登記

歡迎您加入永明彩虹強積金計劃!請按此連結 <https://www.mympfchoice.com/sun3e/sun3e?ref=gJEe5ykJyUtzHb%2f%2fbGf5mw%3d%3d> 填寫及遞交您的成員登記表格。查詢請電 (852) 3183 1888 For English, please call (852) 3183 1888

1



歡迎使用Sun Life eForms

要登記成為永明彩虹強積金計劃成員，您可以使用本Sun Life eForms，填寫、發覺及透過網上提交成員登記表格。成功提交登記表格後，您將收到電子郵件通知。

您只需在下方輸入香港身份證 / 護照號碼，然後按「立即登記」按鈕開始填寫表格。

香港身份證 / 護照號碼

請輸入香港身份證號碼*

立即登記

2

按下手機短訊中的連結進入Sun Life eForms

輸入香港身份證 / 護照號碼以驗證身份



永明彩虹強積金計劃

產品總覽

歡迎參加永明彩虹強積金計劃!

永明彩虹強積金計劃全面配合僱主及個別成員的不同需要。請按下方之視頻，以便詳細了解我們的產品特色和服務。

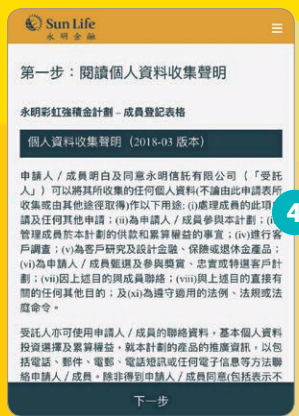
Sun Life 永明金融

永明彩虹強積金計劃 成員短片

下一步

3

參閱本計劃的強積金計劃說明書以了解本計劃詳情



第一步: 閱讀個人資料收集聲明

永明彩虹強積金計劃 - 成員登記表格

個人資料收集聲明 (2018-03 版本)

申請人 / 成員明白及同意永明信託有限公司 (「受託人」) 可以將其所收集的任何個人資料(不論由此申請表所收集或由其他途徑取得)作以下用途: (i)處理成員的此項申請及任何其他申請; (ii)為申請人 / 成員參與本計劃; (iii)管理成員於本計劃的供款及累積權益的事宜; (iv)進行客戶調查; (v)為客戶研究及設計金融、保險或退休金產品; (vi)為申請人 / 成員甄選及參與競賽、忠賞或特選客戶計劃; (vii)因上述目的與成員聯絡; (viii)與上述目的直接有關的任何其他目的; 及 (ix)為遵守適用的法例、法規或法庭命令。

受託人亦可使用申請人 / 成員的聯絡資料，基本個人資料投資選擇及累積權益，就本計劃的產品的推廣資訊，以包括電話、郵件、電郵、電話短訊或任何電子信息等方法聯絡申請人 / 成員。除非得到申請人 / 成員同意(包括表示不

下一步

4

參閱個人資料收集聲明

Sun Life eForms的
連結有效期為 60 日，
請收到手機短訊後
盡快進行登記。



步驟 2 – 填寫資料

確認僱主資料

填寫稅務居民身份自我證明

輸入僱員資料

作出您的投資選擇

如您選擇自選基金組合而又有作自願性供款，請確保為自願性供款作出投資授權

您可選擇預設投資策略、基金自動導航系統或自選基金組合作為您的投資選擇。



有關投資選擇詳情，請參閱本計劃的強積金計劃說明書。

步驟 3 – 預覽表格及簽署

1

參閱聲明和授權後，便可覆核您的表格以確保資料正確無誤

2

以手指簽署表格

3

提供您的電郵地址以接收已簽署的成員登記表格副本

4

記下參考編號作進一步查詢之用

在簽署表格前，您應確保所提供的資料之準確性。

如需協助，請致電永明退休金服務熱線 3183 1888。

注意事項：本用戶指南旨在為員工在網上填寫及提交成員登記表格方面提供指引，所有內容僅供參考。欲了解本計劃的詳細資料，請參閱本計劃的強積金計劃說明書及有關的市場推廣資料。

香港永明金融有限公司（於百慕達註冊成立之有限責任公司）

香港九龍紅磡紅鸞道 18 號祥祺中心 A 座 16 樓

永明退休金服務熱線：3183 1888 傳真：3183 1889

www.sunlife.com.hk

客戶服務：卓譽金融服務有限公司

香港九龍紅磡德輔街 18 號海濱廣場一座 10 樓

永明金融集團成員 總公司設立於加拿大多倫多
由香港永明金融有限公司刊發 2020 年 3 月編印