



International Christian School 基督教國際學校

Donation Form 捐款表格

Donor Information (捐款人資料)

English Name (英文名): _____
Last Name (姓) First Name (名)

Chinese Name (中文名): _____

Company Name (公司名稱): _____

Title (職位): _____

Home/ Office Address (住宅/ 辦公室地址):

Contact Tel (聯絡電話): _____

Email Address (電郵地址): _____

Affiliation with ICS (與學校關係):

- Current Parent (現任家長) Family ID: _____
- Alumni Parent (校友家長)
- Alumni (校友) Graduate/ Withdrawal Year (畢業/離校年份): _____
- Staff/ Employee (職員)
- Other, please specify (其他, 請註明): _____

Donation Purpose (捐款目的)

- General Fund (一般營運金)
- Financial Aid Fund (教育援助金)
- Special Needs Fund (特殊教育金)
- Library Fund (圖書館設備金)
- Students Scholarship Fund (學生獎學金)
- Other, please specify (其他, 請註明): _____

Donation Details (捐款方式)

- Monthly Donation (每月捐款):
Donation Amount (捐款金額): HKD (港幣) _____
Payment Method (捐款方式): By Check (支票)
 By PPS (繳費靈)
 By Direct Debit (自動轉賬)
- One-time Donation (一次性捐款):
Donation Amount (捐款金額): HKD (港幣) _____
Payment Method (捐款方式): By Check (支票)
 By PPS (繳費靈)
 By Credit Card (信用卡)

Payment Instruction (捐款指示)

Please refer to payment methods below, mail the completed form and the required documents to the following address:

請細閱下列捐款方式, 填妥本表格連同有關文件郵寄至以下地址:

International Christian School
No. 1 On Muk Lane, Shek Mun, Shatin, N.T. Hong Kong
Attn: Head of Schools Office

基督教國際學校
香港新界沙田石門安睦里一號
校務部收

By check (支票捐款)

Please send a crossed check made payable to "International Christian School".

劃線支票抬頭請寫「International Christian School」。

By PPS (繳費靈)

PPS by Internet (網上繳費): www.ppschk.com

Merchant Code for ICS (商戶編號): 9417

Please contact the Finance Office at 3920 0206 for the reference number. (請致電 3920 0206 向財務部索取客戶編號。)

By Credit Card (信用卡捐款)

For one-time donation only (只適用於一次性捐款)

Please provide the following information (請提供下列資料):

Visa Master

Card Number (信用卡號碼) _____ - _____ - _____ - _____

Bank Name (銀行名稱) _____

Expiry Date (到期日): ____ (MM 月份) / ____ (YY 年份)

Card Holder Name (持卡人姓名): _____

By Direct Debit (自動轉賬)

For monthly donation only (只適用於每月捐款)

Please fill in the direct debit authorization form (Page 2 of this form) to authorize ICS to debit the donation from your designated bank account on the 1st working day of each month.

請填妥直接付款授權書 (本表格第二頁) 並授權本校於每月的第一個工作天在閣下指定的銀行戶口過數。

Donation Receipt (捐款收據)

- Please provide a donation receipt (for donation amount of HKD100 or more)

請提供捐款收據 (只適用於捐款金額達港幣一百元或以上)

Donor Name on Receipt (收據上捐款人姓名): _____

- Do not require donation receipt (不需要捐款收據)



International Christian School
基督教國際學校
Direct Debit Authorization 直接付款授權書

Please complete and return this form to the party to be credited. 請依次填寫並將此授權書交給收款之一方

<i>Name of party to be credited (The Beneficiary)</i> 收款之一方 (受益人)	<i>Bank No.</i> 銀行編號	<i>Branch No.</i> 分行編號	<i>Account No. to be credited</i> 收款賬戶之號碼
International Christian School	024	260	028709-001

本人(等)現授權之下述銀行(該銀行), 根據收款人不時給予該銀行之指示, 自本人(等)下述戶口轉帳予收款人。但每次轉帳金額不得超過以下指定之限額。

本人(等)同意該銀行毋須證實該等轉帳是否已通知本人(等)。如因該等轉帳而令本人(等)之下述戶口出現透支(或令現時之透支增加), 本人(等)會共同及各別承擔全部責任。

本人(等)確證在本授權書內之簽名, 與本人(等)下述戶口於該銀行簽署紀錄完全相同。

本人(等)同意下述戶口並無足夠款項支付有關轉帳, 該銀行有權不予辦理且可收取有關之手續費用, 該費用一概由本人(等)支付。

本人(等)同意取銷或更改本授權書之任何通知, 須於取銷或更改生效日最少兩個工作天之前交予該銀行。

本授權書將繼續生效直至另行通知為止或直至下列到期日為止(以兩者中最早之日期為準)。

I/We hereby authorize my/our below-named Bank (the "Bank") to effect transfer from my/our below-mentioned account to the above-named Beneficiary in accordance with such instructions as the Bank may receive from the Beneficiary from time to time, provided always that the amount of any one such transfer shall not exceed the limit indicated below.

I/We agree that the Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us.

I/We jointly and severally accept full responsibility for any overdraft (or increase in existing overdraft) on my/our below-mentioned account which may arise as a result of any such transfer(s).

I/We confirm that my/our signature(s) on this authorization is/are the same as filed with the Bank for the operation of my/our below-mentioned account to be debited for the transfer.

I/We agree that should there insufficient funds in my/our below-mentioned account to meet any transfer hereby authorized, the Bank shall be entitled, at its discretion, not to effect such transfer in which event the Bank may make the usual service charge to paid by me/us.

I/We agree that any notice of cancellation or variation of this authorization which I/we may give to the Bank shall be given at least two working days prior to the date on which such cancellation/variation is to take effect.

The authorization shall have effect until further notice or until the below given expiry date (which shall first occur)

<i>My/Our Bank Name and Branch</i> 本人/吾等之銀行及分行之名稱	<i>Bank No.</i> 銀行編號	<i>Branch No.</i> 分行編號	<i>My/Our Account No.</i> 本人/吾等之賬戶號碼
<i>My/Our Name as recorded on Statement/Passbook</i> 本人/吾等在結單/存摺上所紀錄之名稱			<i>Expiry Date (See Notes 2) DD/MM/YY</i> 到期日(請參閱附註 2) DD/MM/YY
<i>My/Our Address as recorded on Statement/Passbook</i> 本人/吾等在結單/存摺上所紀錄之地址		<i>My/Our Signature(s)</i> 本人/吾等之簽名	
		Date 日期	
<i>Name of Debtor 付款人之姓名</i>	<i>Debtor's Ref.</i> 付款人參考		
<i>*ICS office use only 由校方填寫></i>			
<i>For Bank Use Only</i> 以下由銀行填寫			<i>Limit for each *Payment/Month (See Notes 1)</i> 每*次/月付款之限額 (請參閱附註 1) HKD\$
			<i>Signature Verified</i>

NOTES 附註:

- 如付款之金額每次可能不相同, 則請將最高者定為每次付款之最高限額。
- 本直接付款授權書將於「到期日」一欄中所填寫之日期自動撤銷。如欲使本直接付款授權書無限期有效(或直至予以撤銷為止), 則請將該欄留空。但該銀行將不受此限, 並可將超過兩年未有任何過帳紀錄之直接付款授權宣告失效, 及可刪除該授權紀錄而無須另行通知。
- If the amount of your payments is likely to vary each time, set the limit for each payment at the maximum amount you would expect to pay at any one time.*
- This Direct Debit Authorization will be cancelled automatically on the date included in the box marked 'Expiry Date'. If you wish the Direct Debit Authorization to have effect indefinitely (or until cancelled by you) please leave box blank. If there is no transaction being recorded under this direct debit authorization for over two years, the Bank may delete this direct debit authorization without giving any notice.*
(英文文本與中文譯本文義如有歧異, 概以英文本為準)

* Delete whichever is not appropriate 請刪去不適用者

Please complete and return this form to International Christian School, 1 On Muk Lane, Shek Mun, Shatin, NT – Head of Schools Office