

致：庫務署署長(經辦人:高級會計主任(長俸))
To: Director of Accounting Services (Attn: Senior Accounting Officer (Pensions))

退休金／撫恤金領取人或家屬 - 死亡通知書

Notification of Death of Pensioner or Pensioner's Dependant

退休金／撫恤金領取人的 身分證號碼 或 支付編號 HKIC No. / Pension Payment No. of the Pensioner															
如已故人士為退休金領取人之家屬，才須填寫此欄 Fill only if the deceased is pensioner's dependant															
已故人士身分證號碼 HKIC No. of the deceased													(		)
已故人士姓名 Name of the deceased	英文姓名 Full name in English														
	中文姓名 Full name in Chinese														

甲部 - 已故人士資料 PART A - Information of the deceased

請在以下適合的方格加上‘✓’號。
Please ‘✓’ in the appropriate box below.

死亡日期(日/月/年) Date of death (DD/MM/YYYY)	
死亡時間(如非在香港死亡) Time of death (if death NOT in Hong Kong)	
遺產管理人的通信地址 Correspondence address of the Executor of the Estate	☐ 不適用(如已故人士為退休金領取人之家屬) N/A (If the deceased is pensioner's dependant) ☐ 與退休金領取人地址相同 No change to the pensioner's address ☐ 如與已故退休金領取人的地址不同，請註明： If different from pensioner's address, please specify: 地址 Address : _____ _____
死亡證明書(只需副本) Death certificate (copy only)	☐ 夾附副本 Enclosed * ☐ 如已備妥，將會盡快提交有關副本 * To be submitted when it is available.

*提交方法如下表 Methods for submission of the copy are as follows :

請將 已故人士的死亡證書副本 及 已填妥的表格 郵寄／親往／電郵／傳真至 -	Please return the copy of Death Certificate and completed form by post / in person / by email / by fax to -
郵寄：庫務署退休金諮詢處 香港九龍長沙灣東京街西3號 庫務大樓2樓 電郵：pension@try.gov.hk 傳真：2519 3222 熱線：3847 8300	Mail：The Treasury, Pensions Enquiry Office 2/F, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon, Hong Kong Email：pension@try.gov.hk Fax：2519 3222 Hotline：3847 8300

乙部 - 聯絡人 PART B - Contact person

姓名 Name		與身故者的關係 Relationship with the Deceased	
電話號碼 Telephone No		電郵地址 Email Address	

收集個人資料聲明

- (a) 你所提供的資料會用作處理有關退休金或撫恤金事宜。本署可能會將你的個人資料就以下目的提供給其他政府決策局／部門，包括但不限於入境事務處，以及相關機構和銀行: (i) 有關退休金／撫恤金領取人的資格和審核; (ii) 有關處理退休金／撫恤金的支付及退款; 及 (iii) 其他直接相關的事項。本署亦可能將你的個人資料提供予其他已獲法律授權接收的人士。填寫本表格時，必須提供全部所需資料，並確保所有提供資料均為正確及完整，否則可能延誤處理有關事宜。
- (b) 你有權按照《個人資料(私隱)條例》所規定，要求查閱及修正你的個人資料。任何關於查閱或修正的事宜，可聯絡：
- 香港九龍長沙灣東京街西 3 號庫務大樓 18 樓
庫務署 高級會計主任（長俸）

Personal Information Collection Statement

- (a) The information provided will be used for the administration of pension benefits. The personal data may be disclosed to other government bureaux / departments, including but not limited to the Immigration Department, and related organisations and banks for the following purposes: (i) matters related to the processing and verification of the pensioner's eligibility; (ii) matters related to the processing of the pension payment and refund; and (iii) any other purposes directly related to the above. The personal data may also be disclosed to other parties authorised by law to receive it. In completing the form, it is important that you provide all information as requested. The information provided should be accurate and complete. Failure to do so may result in delay in processing of your benefits.
- (b) You have a right to request access to and correction of your personal data in accordance with the provisions of Personal Data (Privacy) Ordinance. Such request shall be made to:
- Senior Accounting Officer (Pensions), The Treasury
18/F, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon, Hong Kong