

5. 賬戶轉名 TRANSFER OF ACCOUNT

現有註冊客戶姓名(如可提供) EXISTING REGISTERED CUSTOMER NAME(IF KNOWN) _____ 日 日 月 月 年 年
現有賬戶/電表號碼(如可提供) _____ 轉名生效日期 D D M M Y Y
EXISTING ACCOUNT/METER NO.(IF KNOWN) _____ TRANSFER EFFECTIVE DATE _____
現有電力裝置是否有所改裝/增設? ANY ALTERATIONS/ADDITIONS TO EXISTING ELECTRICAL INSTALLATIONS? ☐ 是 YES ☐ 否 NO
注意 WAIVER - 本公司有權取消此轉名申請及轉回原來的註冊客戶。 THE COMPANY SHALL HAVE THE RIGHT TO CANCEL THIS TRANSFER AND RESTORE THE PRESENT REGISTERED CUSTOMER TO THIS ACCOUNT.

6. 電力用途 SUPPLY REQUIREMENT

☐ 永久供電 PERMANENT ☐ 電動車充電設備 EV CHARGING FACILITIES 驗線日期(最快可安排於兩個工作天後) D D M M Y Y
樓宇面積 GROSS FLOOR AREA _____ (平方米) m² (平方呎) ft² _____
INSPECTION DATE (ON OR AFTER THE 2ND WORKING DAY) _____
☐ 臨時供電 TEMPORARY 日 日 月 月 年 年 日 日 月 月 年 年 ☐ 建築 CONSTRUCTION
供電期間 由 D D M M Y Y 至 D D M M Y Y ☐ 裝修 DECORATION
PERIOD FROM _____ TO _____ ☐ 其他: OTHERS _____
☐ 大廈供電 BUILDING 大廈總開關額定值 BUILDING MAIN SWITCH RATING _____ 層數 NO. OF FLOORS _____

7. 供電/負荷變更及細節 SUPPLY/CHANGE OF LOAD & DETAILS

客戶總開關額定值 CUSTOMER MAIN SWITCH RATING _____ 安培 Amp. ☐ 單相 SINGLE PHASE ☐ 三相 THREE PHASE
港燈供應點編號(如適用) HK ELECTRIC'S SUPPLY POINT NO. _____ ☐ 負荷變更 CHANGE OF LOAD
☐ 豁免/政府電力裝置 EXEMPTED/GOVERNMENT INSTALLATION 是 YES 否 NO
如申請新供電/負荷變更, 是否同時遞交完工證明書? WR1 ☐ ☐
FOR NEW SUPPLY/CHANGE OF LOAD, IS WORK COMPLETION CERTIFICATE ENCLOSED? BS1 ☐ ☐
其他證明文件(如適用者) OTHER SUPPORTING DOCUMENT (IF APPLICABLE) _____

8. 負荷細節 LOAD DETAILS

項目 ITEM	數量 NUMBER	總馬力匹數或 數 TOTAL HP OR KW	
		馬力匹數 (HP)	瓩 (KW)
1. 熱水器 ELECTRICAL WATER HEATER			
2. 電爐/焗爐 ELECTRICAL COOKER/OVEN			
3. 冷氣機 AIR CONDITIONER			
4. 水泵/電動機 WATER PUMP/MOTOR			
5. 升降機 LIFT			
6. 其他 OTHERS _____			
7. 其他 OTHERS _____			

9. 註冊電業承辦商名稱(如適用者) REGISTERED ELECTRICAL CONTRACTOR NAME (IF APPLICABLE)

中文名稱 CHINESE NAME _____ 電話號碼/傳呼機號碼 _____
英文名稱 ENGLISH NAME _____ TELEPHONE NO. / PAGER NO. _____
郵寄地址 POSTAL ADDRESS _____ 註冊編號 REGISTRATION NO. _____
備註 REMARKS _____

10. 直接促銷

為了讓你掌握最新資訊, 本公司會使用你的姓名、聯絡號碼、地址及電郵地址作直接促銷之用, 包括推廣與電力有關的服務、電器用品、電氣化生活資訊、課程, 或用作呼籲慈善捐款及公告啟示。不過未經你的同意, 本公司並不會使用有關資料作直接促銷之用。透過遞交此表格即表示你同意這種用途。如客戶不接受其個人資料用作這種用途, 請在以下空格加上「✓」號:

☐ 我/我們(註冊客戶)反對使用我/我們的個人資料作直接促銷之用。

DIRECT MARKETING
TO KEEP YOU UP-TO-DATE, THE COMPANY WILL PROMOTE ELECTRICITY-RELATED SERVICES, ELECTRICAL APPLIANCES, INFORMATION ON ELECTRIC LIVING, COURSES, DONATION APPEALS AND PUBLIC NOTICES BY USING YOUR NAME, CONTACT NUMBERS, ADDRESSES AND EMAIL ADDRESSES, BUT WE MAY NOT SO USE SUCH DATA WITHOUT YOUR CONSENT. BY SUBMITTING THIS FORM YOU INDICATE YOUR AGREEMENT TO SUCH USE. SHOULD YOU FIND SUCH USE OF YOUR PERSONAL DATA NOT ACCEPTABLE, PLEASE INDICATE BY TICKING THE BOX BELOW.

☐ I/WE (REGISTERED CUSTOMER) OBJECT TO THE PROPOSED USE OF MY/OUR PERSONAL DATA IN DIRECT MARKETING.

聲明 DECLARATION
我/我們(註冊客戶)負責繳付上述地址的所有覆檢費和電費, 並願意遵守貴公司供電則例及其任何修訂條款。
I/WE (REGISTERED) UNDERTAKE TO BE RESPONSIBLE FOR ALL RE-INSPECTION FEES IF ANY AND THE ELECTRICITY ACCOUNT OF THE ADDRESS AS NOTED ABOVE AND UNDERTAKE TO ABIDE BY THE COMPANY'S SUPPLY RULES AND AMENDMENT THERETO.

如用公司名義註冊, 請簽名及蓋公司圖章。
PLEASE PLACE YOUR COMPANY'S CHOP AND SIGN IF REGISTERED UNDER COMPANY'S NAME.

本公司按供電則例及電力條例供電。客戶可致電 2887 3411 或駕臨本公司客戶中心索閱該供電則例。
SUPPLY OF ELECTRICITY IS GOVERNED BY SUPPLY RULES AND THE ELECTRICITY ORDINANCE. A COPY OF SUPPLY RULES WILL BE PROVIDED UPON REQUEST THROUGH TELEPHONE 2887 3411 OR IN PERSON AT OUR CUSTOMER CENTRE.

申請人簽名/蓋章
APPLICANT'S SIGNATURE/CHOP _____

日期 DATE _____

直接付款授權書 DIRECT DEBIT AUTHORISATION



請填寫此授權書後寄回本公司 Please return this form to our Company after completion

收款之一方(受益人) Name of party to be credited (The Beneficiary)	銀行戶口號碼 Bank Account No.
香港電燈有限公司 The Hongkong Electric Co., Ltd.	0 0 4 0 0 2 2 2 0 4 5 7 0 0 1

本人／吾等現授權本人／吾等之下述銀行，(根據受益人或其往來銀行不時給予本人／吾等銀行之指示)自本人／吾等之賬戶轉賬予香港電燈有限公司。

本人／吾等同意本人／吾等之銀行毋須證實該等轉賬通知是否已交予本人／吾等。

如因該等轉賬而令本人／吾等之賬戶出現透支(或令現時之透支增加)，本人／吾等願共同及個別承擔全部責任。

本人／吾等同意如本人／吾等之賬戶並無足夠款項支付該等授權轉賬，本人／吾等之銀行有權不予轉賬，且銀行可收取慣常之收費，並可隨時以一星期書面通知，取消本授權書。

本授權書將繼續生效直至另行通知為止。

本人／吾等同意，本人／吾等取消或更改本授權書之任何通知，須於取消／更改生效日最少兩個工作天之前交予本人／吾等之銀行及香港電燈有限公司。

I/We hereby authorise my/our below named Bank to effect transfers from my/our account to that of The Hongkong Electric Co., Ltd. in accordance with such instructions as my/our Bank may receive from the beneficiary and/or its banker from time to time.

I/We agree that my/our 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 account which may arise as a result of any such transfer(s).

I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorised, my/our Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorisation at any time on one week's written notice.

This authorisation shall have effect until further notice.

I/We agree that any notice of cancellation or variation of this authorisation which I/we may give to my/our Bank and The Hongkong Electric Co., Ltd. shall be given at least two working days prior to the date on which such cancellation/variation is to take effect.

<table border="1"> <tr> <th>銀行賬戶資料 Bank Account Details</th> </tr> <tr> <td>銀行賬戶持有人姓名(請以英文填寫) Name of Bank Account Holder (in English)</td> </tr> <tr> <td>銀行名稱 Bank Name</td> </tr> <tr> <td>分行地址 Branch Address</td> </tr> <tr> <td>銀行及分行編號 Bank & Branch No.</td> </tr> <tr> <td>銀行戶口號碼 Bank Account No.</td> </tr> <tr> <td>銀行賬戶持有人簽署 Signature/s of Bank Account Holder/s</td> </tr> <tr> <td>(FOR BANK USE ONLY) Signature/s Verified</td> </tr> </table>	銀行賬戶資料 Bank Account Details	銀行賬戶持有人姓名(請以英文填寫) Name of Bank Account Holder (in English)	銀行名稱 Bank Name	分行地址 Branch Address	銀行及分行編號 Bank & Branch No.	銀行戶口號碼 Bank Account No.	銀行賬戶持有人簽署 Signature/s of Bank Account Holder/s	(FOR BANK USE ONLY) Signature/s Verified	<table border="1"> <tr> <th>電力賬戶資料 Electricity Account Details</th> </tr> <tr> <td>債務人之姓名 Name of Debtor (註冊客戶姓名 Name of Registered Customer)</td> </tr> <tr> <td>(電話號碼 Telephone No.)</td> </tr> <tr> <td>債務人參考 Debtor's Reference (請填上供電地址之電力賬戶號碼，此號碼可在電費單上找到。) (Please fill in the account no. of the supply address which could be found on the electricity bill.)</td> </tr> <tr> <td>日期 Date</td> </tr> </table>	電力賬戶資料 Electricity Account Details	債務人之姓名 Name of Debtor (註冊客戶姓名 Name of Registered Customer)	(電話號碼 Telephone No.)	債務人參考 Debtor's Reference (請填上供電地址之電力賬戶號碼，此號碼可在電費單上找到。) (Please fill in the account no. of the supply address which could be found on the electricity bill.)	日期 Date
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敬請留意以下附註

- 閣下祇需在本港任何一間銀行開有儲蓄或往來戶口，便可利用「自動轉賬」繳交電費。
- 申請自動轉賬，大部份銀行均毋須收費，少部份銀行會收取手續費。請向閣下銀行查詢有關資料。
- 閣下在此授權書的簽名，須與銀行賬戶所簽者完全相同。
- 由於處理需時約三週，所以在閣下填妥及交回授權書後，仍請繼續照常繳費，直至收到印有「將於(日期)自動轉賬」之電費單後為止。此後，閣下應繳之電費將於抄表日期起第八個工作天由閣下之銀行戶口直接撥付。抄表日期已印於電費單上。
- 客戶仍會每月照常收到電費單，以供核對銀行的轉賬資料。
- 客戶提供個人資料作自動轉賬申請純屬自願性質。所收集的個人資料將會作本公司營運之用，該等資料亦可透露予銀行以辦理自動轉賬。如欲索取私隱政策聲明、查詢、要求查詢及改正個人資料，請瀏覽本公司網頁：www.hkelectric.com、電郵至 personaldata@hkelectric.com、致電 2887 3411、傳真至 2510 7667 或郵寄城市花園道 28 號電燈中心 9 樓保障個人資料主任收。如客戶不提供所需資料，本公司可能無法提供有關服務。有關本公司的私隱政策聲明，客戶可致電 2887 3411 或傳真至 2510 7667 索取。
- 如有查詢，請致電 2887 3411 與本公司客戶服務主任聯絡。

Notes to Customers

- The Autopay system can be utilised through any bank in Hong Kong if you have a Savings or Current Account.
- Application for Autopay is free of charge for most of the banks. However, some banks may charge a small handling fee.
- Please ensure your signature on this form is identical to your bank account signature.
- The processing of Autopay authorisation form will take about three weeks. Please continue to pay your bill in the normal manner until you receive a bill with "By Autopay on (DATE)" printed on it. Thereafter, your bill will be automatically paid by debiting your bank account on the eighth working day from meter reading date. Your meter reading date is printed on your monthly electricity bill.
- You will continue to receive your electricity bills every month and you can check the billed amount against your bank statement or passbook.
- The provision of personal data for Autopay form is voluntary. Personal data collected will be used in matters relating to the operations of the Company or may be disclosed to the bank for Autopay arrangement. For enquiry, data access and correction, please refer to website: www.hkelectric.com, email us at personaldata@hkelectric.com, call us at 2887 3411, fax to 2510 7667 or write to 9/F Electric Centre, 28 City Garden Road for the attention of our Personal Data Protection Officer. Failure to provide the data requested may mean that the Company is unable to supply the relevant services. A full copy of the Company's Privacy Policy Statement is available on request by calling 2887 3411 or by faxing to 2510 7667.
- For enquiries, please call our Customer Services Executives at Tel. No. 2887 3411.

申請人注意事項

- 有關填寫申請表格事宜，閣下可到北角城市花園道 28 號電燈中心 9 樓（近炮台山港鐵站）、致電 2887 3411 或電郵至 customerservices@hkelectric.com 與客戶中心聯絡，本公司將提供免費諮詢服務。
- 甲．申請供電表格請於需電日期前最少兩個星期交回或郵寄至客戶中心。若因供電而需裝配供電電纜或籌劃供電方案時，則需要更早交回申請表格以便及早安排電力供應。
乙．若申請賬戶轉名，請於轉名日期前最少一個工作天交回申請表格或致電 2887 3411 與本公司客戶服務主任聯絡以便辦理轉名事宜。
- 甲．若申請供電的地址並不能夠明確辨認（例如建築地盤、木屋等），請附上正確地點的簡圖。
乙．建築地盤的臨時供電申請，必須附上地點簡圖，並指出所擬定的供電位置。
- 若申請供電，請於檢查電力裝置時或之前提供下列的文件：－
甲．註冊電業承辦商／工程人員須於驗線時或之前遞交「完工證明書」(W.C.C.)之副本，並於驗線時安排適當級別的註冊電業工程人員在場。任何電力工程若未能在檢查時或之前填妥及交回此份證明書的副本，本公司將不會進行檢查工作。
乙．若申請表格填報的地址在現場難於辨認（包括大廈平台的商業單位），請附上填報地址的證明文件。
- 若申請接駁供電，有關電力裝置在驗線合格後，可即時接駁電力供應。如電力裝置尚欠妥善，本公司須進行覆驗及收取覆驗費。
甲．若因供電而需裝配額外供電設備及／或申請正式工程許可證時，該項電力供應申請將需較長時間處理，或需繳交服務費。
乙．如申請增設的電力裝置需要接駁到上陸總線上，客戶必須填妥「C.I.140 證明書」，以證明有關安排已經獲得上陸總線擁有人同意。
- 客戶須繳交按金作為將來用電之保證。該金額大約相等於六十天的估計用電量，而該用電量是基於電器負荷和供電總開關額定值而定。所繳付的按金將於賬戶結束後退還註冊客戶。有關賬戶轉名而須繳付的按金詳情，閣下可致電 2887 3411 向本公司客戶服務主任查詢。
- 甲．申請賬戶轉名的申請人若已居住於該賬戶地址多時，本公司則會以上月抄表日期作為轉名日期。抄表日期已列明在電費單上。
乙．在賬戶轉名生效當天，本公司會為客戶抄讀電表及接駁電力（如物業沒有電力供應）。除非電表是安裝在有關物業之內，否則客戶毋需與我們預約時間抄讀電表。
- 除本公司發出的正式賬單或信件外，本公司所提供的任何服務，包括本申請表格均不收取任何費用。本公司並無指定任何註冊電業承辦商／工程人員。若有任何承辦商／工程人員宣稱為本公司所指定者，均非屬實。
- 客戶提供個人資料純屬自願性質。所收集的個人資料將會作本公司營運之用，該等資料亦可透露予第三者機構以幫助本公司運作。如客戶不提供所需資料，本公司可能無法提供有關服務。客戶的姓名、聯絡號碼、地址及電郵地址亦可被本公司作直接促銷之用，包括推廣與電力有關的服務、電器用品、電氣化生活資訊、課程，或用作呼籲慈善捐款及公告啓示。不過未經你的同意，本公司並不會使用有關資料作直接促銷之用。如客戶反對本公司作直接促銷，可於此表格上表示或向本公司提出要求。有關要求不需收費及會盡快生效。
如欲索取私隱政策聲明、查詢、要求查詢及改正個人資料或反對其個人資料作直接促銷之用，請瀏覽本公司網頁：www.hkelectric.com、電郵至 personaldata@hkelectric.com、致電2887 3411、傳真至2510 7667或郵寄城市花園道廿八號電燈中心九樓保障個人資料主任收。

二零二三年四月

NOTES TO APPLICANT

- Free advisory services on how to complete the form are available at our Customer Centre, 9/F., Electric Centre, 28 City Garden Road, North Point, (near Fortress Hill MTR Station), by telephone no. 2887 3411, or email to customerservices@hkelectric.com.
- a. Application for Supply Form should be submitted or sent by post to our Customer Centre at least two weeks before supply is required. A longer period of notice is required where service cable or special arrangement are required.
b. For transfer of account please submit or send in the application to our Customer Centre at least one working day before the transfer date or call our Customer Services Executives at telephone no. 2887 3411.
- a. For address (such as construction site, squatter hut, etc.) which is difficult to locate, please provide a sketch to show the exact location.
b. For temporary site supply application, please provide a block plan showing the location of the site and the preferred service position.
- For application for supply, please provide the following documents before or at the time of inspection:－
a. The registered electrical contractor / worker should submit a copy of the duly completed "Work Completion Certificate (WCC)" on or before the installation inspection and the registered electrical worker of the appropriate grade should be present on site during the installation inspection. THE COMPANY WILL NOT CARRY OUT INSPECTION ON ANY ELECTRICAL WORK IF THE WORK COMPLETION CERTIFICATE IS NOT DULY COMPLETED AND SUBMITTED BEFORE OR AT THE TIME OF INSPECTION.
b. Proof of occupancy for address (including commercial podiums), which is difficult to identify on site.
- For connection of supply, upon satisfactory installation inspection, electricity supply will be connected immediately. If the result is unsatisfactory, re-inspection is required and re-inspection fees will be levied.
a. If the application for supply requires extra equipment and / or application for official permits, it may take a longer time and service charge may be required.
b. If an installation is connected to communal rising mains and its main switch rating has to be increased, "CI Form 140" should be submitted to confirm that it is agreed by the owner of rising mains.
- A deposit is required as security for future use of electricity. The required deposit is equivalent to 60 days estimated consumption, and the estimation is based on the loading of appliances and the main switch rating. The deposit will be refunded to the registered customer upon termination of account. For details of deposit amount for transfer of account, please call our Customer Services Executives at telephone no. 2887 3411.
- a. For transfer of account, if the customer has already occupied the address for a period of time, the date of last monthly reading may be used in the transfer of account. The meter reading date is shown on the monthly electricity bill.
b. We will take a meter reading and connect electricity supply (if electricity supply is not available). It is not necessary to make appointment with us for taking meter reading unless the electricity meter is inside the premises.
- No payment of any kind for any service, including this application form, is required by the Company, except against a bill issued by the Company. The Company does not have nominated Registered Electrical Contractors/ Workers and customers are advised that any Registered Electrical Contractor/Worker purporting to represent this Company does so without authority.
- The provision of personal data is voluntary. Personal data collected will be used in matters relating to the operations of the Company or may be disclosed to third party organisations which assist in the Company's operation. Failure to provide the data requested may mean that the Company is unable to supply the relevant services. Customers' names, contact numbers, addresses and email addresses may also be used for the purpose of direct marketing on electricity-related services, electrical appliances, information on electric living, courses, donation appeals and public notices by the Company itself, but the Company may not so use such data without your consent. Customers who wish to opt out for direct marketing may indicate in this form, or at any time raise the request to the Company without charge and it will take effect as soon as possible.
To request a full copy of the Privacy Policy Statement, for enquiry, for data access and correction, or to opt-out from use of your personal data in direct marketing, please refer to website: www.hkelectric.com, email us at personaldata@hkelectric.com, call us at 2887 3411, fax to 2510 7667 or write to 9/F Electric Centre, 28 City Garden Road for the attention of our Personal Data Protection Officer.