

## Property Insurance

(HomeSurance, Fire, HSBC Premier Insurance and other property insurance)

### Claim Form 索償書

### 產物保險

(家居萬全保、火險、卓越理財保險及其他產物保險)

1.	(a) Name of Insured _____ 保戶姓名	_____
	(b) Address _____ 地址	_____ _____ _____
	_____	Telephone No. _____ 電話
	(c) Policy number _____ 保單號碼	(d) Occupation _____ 職業
2.	(a) Date of accident or loss _____ 意外或損失發生日期	_____
	(b) Where did loss or damage occur? _____ 此宗意外或損失在何處發生?	_____
	(c) Circumstances of loss or damage (In the case of Theft, please give full details showing how access to the property was effected) 發生意外或損失之當時情形 (如遇盜竊, 請詳述竊匪從何處進入屋內)	_____ _____ _____ _____
	(d) Amount claimed _____ 要求索償數目	HK\$ _____ 港幣
3.	(a) Have the Police authorities been informed? If yes, please give full details 曾否通知警察局? 若曾通知, 請詳述報警情形	Yes 是 <input type="checkbox"/> No 否 <input type="checkbox"/> _____ _____
	Police Reference No. 警署檔案編號 _____	_____
	(b) Is the claimant the sole owner of the property? 索償者是否財物之唯一主人?	Yes 是 <input type="checkbox"/> No 否 <input type="checkbox"/>
	(c) Are there any other insurances upon the same property? If yes, please give full particulars. 是否有其他保險保障該財物? 若有, 請詳述承保公司、保額及保險種類。	Yes 是 <input type="checkbox"/> No 否 <input type="checkbox"/> _____ _____
	(d) Has the claimant sustained other losses of the same nature? If yes, please give full particulars 以前曾否遭遇同樣性質的損失? 若有, 請詳述之	Yes 是 <input type="checkbox"/> No 否 <input type="checkbox"/> _____ _____

A list of all lost and damaged property must be furnished in the space provided for the purpose overleaf.  
所有損失或損壞財物必須在第四部份供給之空間上詳細列出

4. Details of loss or damage  
損失或損壞詳情

No. of item on Policy Schedule (where applicable) 保單附表項目編號 (倘若適用)	Full Description of loss or damage (please attach any accounts or estimates) 損失或損壞詳細情況 (請附上發票或估價單)

Date of purchase or acquisition and original cost 購買或據有財物日期與財物原來價值	Amount claimed HK\$ 要求賠償數目	Remarks 附 註

P T O 續後頁.....

## 5. Declaration and Authorization

### 聲明及授權書

1. I/We declare that the above information is in all respect true and complete to the best of my/our knowledge and belief;  
本人/吾等聲明，就本人/吾等所深知及確信，上述資料均屬真確無訛。
2. It is agreed that upon request by HSBC Insurance (Asia) Limited, I/we shall make a statutory declaration to re-affirm the genuineness of all the information contained in this claim form; and  
倘滙豐保險（亞洲）有限公司要求，本人/吾等將作出法定聲明，再次確定本索償表格所載的所有資料均屬真確；及
3. I, the undersigned claimant, hereby authorize any physician, hospital, clinic, police and government authorities, or other organization to disclose to HSBC Insurance (Asia) Limited or its representative any and all information concerning my disability, medical history, police statement made and the like for claim processing purpose.  
本人（下述簽署的索償人）茲授權任何醫生、醫院、診所、警察及政府機構或其他機構向滙豐保險（亞洲）有限公司或其代理就本人的損傷、病歷、口供及作索償程序用途之類似文件的任何及所有資料作出披露。

A photostat copy of this authorization shall be considered as effective and valid as the original.

本授權書的副本與正本同具效力。

Date \_\_\_\_\_  
日期

Signature \_\_\_\_\_  
簽署 (Policy Holder)  
(保單持有人)

Remarks: To ensure fast payment of your claim, check that you have filled out all sections of this claim form, and that you have attached all the original supporting documents.

備註： 祇要閣下清楚填寫此索償申請書，並附上所有正本之證明文件，閣下的索償將會儘速處理。

### **Statement relating to the Personal Data (Privacy) Ordinance ("PDPO")**

As our customer, it is necessary from time to time for you to supply us with your personal data to enable us and other companies of the HSBC Group ("our affiliates") to provide and administer products and services and to effect transactions for or with you. Failure to supply such data may result in our being unable to provide or continue to provide products and services to you.

During the continuation of the relationship, we may collect and/or compile further data relating to you.

The purposes for which data relating to you may be used by us and our affiliates are as follows:

1. offering and providing products and/or services to customers from time to time, and administering, maintaining, managing and operating such products and/or services which may include, without limitation, insurance, banking, provident fund or scheme, or other financial products or services,
2. processing, assessing and determining any applications or requests made by you for products or services,
3. any purposes in connection with any claims made by or against or otherwise involving you in respect of any products and/or services provided by us or our affiliates including, without limitation, making, defending, analysing, investigating, processing, assessing, determining or responding to such claims,
4. performing any functions and activities related to the products and/or services provided by us or our affiliates including, without limitation, marketing, audit, reporting, market research, and general servicing and maintenance of online and other services,
5. designing products and/or services for customers, and promoting, improving and furthering the provision of products and/or services by us or our affiliates,
6. matching any data held by us or our affiliates relating to you from time to time for any of the purposes listed in this statement,
7. making disclosure under the requirements of any law, rules, regulations, codes of practice or guidelines binding on us or our affiliates including, without limitation, making disclosure to applicable regulators, governmental bodies, or industry recognised bodies such as federations or associations of insurers or credit reference agencies,
8. exercising any rights we or our affiliates may have in connection with the provision to you of products and/or services from time to time,
9. conducting identity and/or credit checks,
10. determining any amount of indebtedness owing to or from you, and collecting and recovering any amount owing from you or any person who has provided any security or undertaking for your liabilities,
11. enabling an actual or proposed assignee, transferee, participant or sub-participant of our rights or business to evaluate the transaction intended to be the subject of the assignment, transfer, participation or sub-participation, and
12. any purposes relating to the above or any other purposes in accordance with our general policies or those of the HSBC Group in relation to insurance, banking and financial services as set out in statements, circulars, notices or other terms and conditions made available by us and/or the HSBC Group to customers from time to time.

Data held by us will be kept confidential but we may provide such data inside or outside the Hong Kong Special Administrative Region, to the following persons:

- any of our affiliates for the purposes specified above,
- any person in connection with any claims made by or against or otherwise involving you in respect of any products and/or services provided by us or our affiliates,
- any agent, contractor or third party service provider who provides administrative, telecommunications, computer, payment, data processing or storage, or other services to us or our affiliates in connection with the operation of business,
- any credit reference agencies or, in the event of default, any debt collection agencies,
- any person under a duty of confidentiality to us or our affiliates which has undertaken to keep such data confidential,
- any actual or proposed assignee, transferee, participant or sub-participant of our rights or business, and
- any person to whom we or our affiliates are under an obligation to make disclosure under the requirements of any law, rules, regulations, codes of practice or guidelines binding on us or our affiliates including, without limitation, any applicable regulators, governmental bodies, or industry recognised bodies, and where otherwise required by law.

Under and in accordance with the terms of the PDPO, you have the following rights:

- (i) to check whether we hold data relating to you and to access such data,
- (ii) to require us to correct any data relating to you which is inaccurate,
- (iii) to ascertain our policies and practices in relation to personal data and to be informed of the kind of personal data held by us, and
- (iv) to request us not to use your data for direct marketing purposes.

In accordance with the terms of the PDPO, we have the right to charge a reasonable fee for processing any data access request.

Requests may be made in writing to the Data Protection Officer, The Hongkong and Shanghai Banking Corporation Limited, PO Box 72677, Kowloon Central Post Office, Hong Kong SAR.

Nothing in this statement shall limit your rights under the PDPO.

In case of discrepancies between the English and Chinese versions of this statement, the English version shall prevail.

#### 關於個人資料(私隱)條例(「條例」)致客戶的通知

閣下作為本公司客戶，有需要不時向本公司提供個人資料，以使本公司及滙豐集團其他公司（統稱「聯營公司」）能夠為閣下提供及處理產品和服務，並與閣下進行交易或代閣下執行交易。若閣下未能提供該等資料，可能會令本公司無法向閣下提供或繼續提供產品及服務。

在維繫本公司與閣下的客戶關係的過程中，本公司可能收集及／或編製與閣下有關的其他資料。

本公司及聯營公司可能使用與閣下相關的資料作下列用途：

1. 不時向客戶推薦及提供產品及／或服務，並且處理、維持、管理，及運作該等產品及／或服務，包括但不限於保險、銀行、退休金或退休計劃，或其他金融產品或服務；
2. 處理、評估及釐定閣下就產品或服務作出的任何申請或要求；
3. 與任何由本公司或聯營公司提供的產品及／或服務相關，而由閣下提出或對閣下作出的索償，或以其他形式涉及閣下的索償有關的任何用途，包括但不限於作出、辯護、分析、調查、處理、評估、釐定或回應該等索償；
4. 執行任何與本公司或聯營公司提供的產品及／或服務相關的功能及活動，包括但不限於市場推廣、審核、報告、市場調查，以及一般維修和保養網上及其他服務；
5. 為客戶設計產品及／或服務，及推廣、改善並提升本公司或聯營公司提供的產品及／或服務；
6. 不時與本公司或聯營公司所持有與閣下相關的任何資料進行核對，以供作本聲明列明的任何一項用途；
7. 根據任何對本公司或聯營公司有約束力的法律、規則、規例，行業守則或指引的規定而作出披露，包括但不限於向適用監管機構、政府機構或相關行業認可機構，包括保險業聯會或商會或信貸資料服務機構披露資料；
8. 行使本公司或聯營公司就不時向閣下提供產品及／或服務而可能享有的任何權利；
9. 進行身分及／或信貸審查；
10. 釐定欠付閣下或閣下拖欠的任何款項的金額，及向閣下或任何已為閣下的債務提供任何擔保或承諾的人士，追收和收回拖欠的任何款項；
11. 允許本公司的權益或業務的實際或建議承讓人、受讓人、參與人或次參與人，就涉及的轉讓、出讓、參與或次參與的交易進行評估；及
12. 供作任何與上述事項相關的用途，或根據本公司及／或滙豐集團不時提供給客戶的聲明、通告、通知或其他條款及細則中已列明的本公司或滙豐集團就保險、銀行及金融服務制訂的一般政策而作出的任何其他用途。

存於本公司的資料將受到保密，但本公司可能向以下人士透露閣下的資料（不論在香港特別行政區境內或境外）：

- 任何聯營公司，以供作上述指定用途；
- 與由本公司或聯營公司提供的產品及／或服務相關，而由閣下提出或對閣下作出或以其他形式涉及閣下的索償的任何有關人士；
- 在業務上向本公司或聯營公司提供行政、電訊、電腦、支付、數據處理或儲存，或其他服務的任何代理機構、承辦商或第三方服務供應者；
- 任何信貸資料服務機構，以及於涉及欠款時，追收債務的公司；
- 已向本公司或聯營公司承擔保密責任，並已承諾為資料保密的任何人士；
- 本公司的權益或業務的任何實際或建議承讓人、受讓人、參與人或次參與人；及
- 根據任何對本公司或聯營公司有約束力的法律、規則、規例，行業守則或指引的規定，本公司或聯營公司有責任向其作出披露的人士，包括但不限於任何適用監管機構、政府機構或相關行業認可機構，及在其他情況下，法律規定本公司必須向其披露資料的人士。

根據《個人資料(私隱)條例》的條文，閣下有權：

- (i) 查詢本公司是否持有與閣下有關的資料並查閱該等資料；
- (ii) 要求本公司更正任何有關閣下的不正確資料；
- (iii) 查明本公司就個人資料的政策和實務，以及獲告知存於本公司的個人資料的類別；及
- (iv) 要求本公司不將閣下的資料用於直接促銷的用途。

根據《個人資料(私隱)條例》的條文，本公司有權為辦理資料紀錄的查詢收取合理費用。

有關個人資料的所有查詢，請以書面作出，並寄往香港特別行政區九龍中央郵政信箱72677號香港上海滙豐銀行有限公司，註明「資料保護主任」收。

本聲明並未載有任何內容限制閣下根據《個人資料(私隱)條例》可享有的權利。

本聲明的中英文本如有任何歧義，概以英文本為準。