



直接轉帳/匯款支付授權書

Bank Transfer/Remittance Authorization Form

本人(等)已詳閱、瞭解和同意列於此授權書上的各條款，茲授權澳門理工學院會計及出納部根據該等資料及條款代辦下列轉帳/匯款。

I/we hereby request MPI Finance Department to effect the following bank transfer/remittance subject to the conditions/information listed below to which I/we have read, understood and agreed.

若為：

本地銀行轉帳：請提供下列 1 至 8 項之資料

電匯：請提供下列 1 至 12 項資料

匯票：請提供下列 1 - 5, 12 項之資料

If:

Local Bank Transfer: Please provide information for items 1 to 8 below.

Remittance: Please provide information for items 1 to 12 below.

Bank Draft: Please provide information for items 1 to 5, and 12 below.

1. 申請人(收款人)姓名 Applicant(Beneficiary)		<input type="checkbox"/> 首次申請 First Application	<input type="checkbox"/> 更新資料 Renewal
2. 支付類別： Nature of Payment			
<input type="checkbox"/> 兼職導師 Part-time Lecturer	<input type="checkbox"/> 學生助理 Student Helper	<input type="checkbox"/> 其他(請註明)： Others (Please state clearly)	
3. 聯絡電話/電郵 Contact No./ E-mail Address			
4. 學生編號(如適用) Student No. (If any)		5. 任職於(所屬學校/部門，如適合) Render Service at (Name of School/Department, if any)	
6. 收款銀行名稱 Beneficiary's Bank			
7. (收款人)帳戶姓名 Bank A/C Holder (Beneficiary)			
8. 收款人銀行帳號 Beneficiary's Bank A/C No.			
9. 收款銀行地址 Beneficiary's Bank Address			
10. 收款銀行電匯編號(如適用) Remittance code of Beneficiary's Bank (IBAN, NIB, Swift Code etc. if any)			11. 戶口幣別 Currency of Bank A/C
12. 收款人地址/電話 Beneficiary's Address/Phone			

日期

Date:

簽署

Signature:

條款 Conditions :

1. 申請人提交表格時必須同時提交銀行存摺內頁戶主資料部份之影印本。如未能提供存摺內頁副本，本院將按申請人提供的資料進行支付。如因申請人提供資料不確或不足而引致的任何問題、損失及費用，將由申請人負責。
2. 銀行帳戶必須為申請人本人之戶口，若為聯名戶口，則申請人必須為該戶口其中一位戶口持有人。
3. 以上之直接轉帳/匯款支付，以銀行轉帳作為確認收訖。
4. 如提供轉帳之銀行帳戶不是澳門大西洋銀行，其他銀行所需收取之銀行服務費將在申請人帳戶內扣除。
5. 如提供之銀行帳戶為澳門以外的銀行帳戶，有關匯款費用將由申請人自付，並直接在轉帳金額內扣除。
6. 在本表格內所收集的個人資料只用作建立支付資料庫及辦理轉帳/匯款的用途，以及有效地向申請人發放有關支付情況的資訊或收集資料(如：查詢漏填寫之資料、過帳通知等...)。
7. 如有其他補充資料，請註明。
1. Applicant should submit the authorization form together with a copy of the main page of the Bank Book in which the information of account number and the name of bank account holder should be included. If the applicant cannot provide a copy of his/her bank book, MPI will process the payment according to the information provided. Furthermore, the applicant should be responsible for any problem, loss or charge caused by any incorrect or insufficient information provided.
2. The bank account must be in the name of the applicant. In case of joint account, applicant must be one of the account holders.
3. The direct payment is valid when bank transfer is done.
4. If the applicant's bank is not BNU, all miscellaneous bank-handling charges incurred will be debited directly form the applicant's bank account.
5. If the bank account provided does not belong to a local bank, the applicant should pay the remittance fee which will be deducted from the transfer amount directly.
6. Personal data collected in this form will only be used for the establishment of payment database and for making bank transfer/remittance's purposes and to effectively disseminate information of payment status to the applicant or collect information (such as: inquiry of information that applicant failed to fill in initially, notification of bank transfer done, etc. ...).
7. Please state additional information if necessary.