



二零一九年公益金便服日
Dress Casual Day 2019
捐款統計表
Donation Summary Form

請用正楷填寫 Please write in BLOCK LETTERS	
機構 / 學校名稱 Name of Organisation / School:	
地址 Address:	
聯絡人 Contact Person:	職銜 Position:
電話 Telephone:	

捐款資料 Donation Information	
實際參加人數 Number of Participants:	
善款總額 Total Amount of Donation:	
附上捐款記錄表格之頁數 No. of Donation Record Form(s) Attached:	
捐款方法 Payment Method 請於適當方格內加上 ✓ 號 Please ✓ the appropriate box.	
<input type="checkbox"/>	現附上 _____ 張支票，捐款額合共港幣 _____ 元。 Attached please find _____ cheque(s) with total donation of HK\$ _____.
<input type="checkbox"/>	現附上 _____ 張銀行存款收據，捐款額合共港幣 _____ 元。 Attached please find _____ bank pay-in-slip(s) with total donation of HK\$ _____.

便服日紀念品 DRESS CASUAL DAY SOUVENIR	
參加者捐款港幣一百元或以上，每人可獲贈 限量版便服日文件夾乙個 。數量有限，送完即止。 Donor who contributes HK\$100 or above will receive one limited edition A4 plastic folder while stocks last.	所需數量 Quantity Required

善款處理 Donation Method	
1. 以劃線支票形式，抬頭請寫「香港公益金」；或 Please send crossed cheque made payable to "The Community Chest of Hong Kong" to Chest Office, or 2. 把善款存入公益金設於中國銀行(香港)之賬戶: 012-874-0-008588-4 或恒生銀行之賬戶: 280-157553-001。 Deposit the donations into Chest's bank accounts at Bank of China (Hong Kong): 012-874-0-008588-4 or Hang Seng Bank: 280-157553-001. 3. 請於活動後一個月內，將支票或存款收據 正本 連同本表格及捐款記錄表，交回公益金辦事處。 Please send the cheque(s) or the original bank pay-in slip(s) together with this form, Donation Record Form(s) and Enrolment Form to the Chest Office within one month after the event. 4. 信封面請註明「公益金便服日」。請勿郵寄現金。 Please mark " Dress Casual Day " on the envelope. <i>PLEASE DO NOT SEND IN CASH.</i> 5. 公益金地址：香港灣仔告士打道三十九號夏慤大廈十八樓一八零五室 (投寄郵件時請確保支付足額郵資) Address: Unit 1805, 18/F, Harcourt House, 39 Gloucester Road, Wanchai, Hong Kong. (Please ensure your mail items bear sufficient postage before posting) 電話 Telephone：2599 6124 / 2599 6127 圖文傳真 Fax：2506 1201 / 2506 1267	

負責人簽署 Signature

日期 Date