

如何整合強積金 個人帳戶

How to Consolidate MPF Personal Accounts



Three steps to consolidate personal accounts

Step 1 Select trustee and scheme

Select MPF trustee and scheme of your own choice to consolidate your existing personal accounts. Read the **“Four major factors to consider when selecting trustees and schemes”** section of this leaflet, which may be helpful to you before making your decision.

All the trustees that provide MPF schemes in the market, and the names of these schemes, are listed in the sample form shown in the ‘How to fill in the “Scheme Member’s Request for Account Consolidation Form”’ section of this leaflet.



Step 2 Submit completed form to selected trustee

Complete the **“Scheme Member’s Request for Account Consolidation Form”** (Form MPF(S)-P(C)).

Submit the completed form to the selected trustee.



The form can be downloaded from the “Forms” section of the MPFA website (www.mpfa.org.hk). It can also be obtained by fax through the MPFA hotline at 2918 0102 (Press 7 - 3 - 2 after choosing language), and is available from trustees on request.

Step 3 Check relevant documents once consolidation is completed

On completion of your transfer, you will receive a **“Transfer Statement”** and a **“Transfer Confirmation”** from your trustees.

Please check these documents carefully to ensure that the account details and transferred amount are correct.



If you have any enquiries, please contact the relevant trustee(s).

How to fill in the “Scheme Member’s Request for Account Consolidation Form”

(Form MPF(S)-P(C))

Please follow the steps below to fill in the form:

1 Section I of this form: fill in your personal details.

2 Appendix of this form: elect the personal accounts that you will consolidate, and fill in the scheme member account numbers. (All the trustees that provide MPF schemes in the market, and the names of these schemes, are listed in the Appendix)

Scheme Member Account Number

You can obtain it by:

- Checking your benefit statement; or
- Enquiring with your trustee.

3 Section II of this form: elect a scheme of your own choice, and fill in the relevant details.

A scheme of your own choice may be any MPF scheme available in the market, including an MPF scheme of your current employment.

Name of Your Elected Scheme

Elect a scheme of your own choice. The personal accounts you elected in the Appendix will be consolidated into this scheme.

(All the trustees that provide MPF schemes in the market, and the names of these schemes, are listed in the Appendix)

Account Type

1. Personal account

- One of the personal accounts that you will consolidate (i.e. a personal account that you already hold); or
- A new personal account opened under another trustee and scheme available in the market (i.e. you do not currently hold a personal account under this trustee and scheme, so please contact the trustee to open an account and select an investment portfolio).

2. Contribution account

- Your contribution account under the MPF scheme of your current employment.

If you elect a contribution account of your current employment, you will need to fill in the **employer identification number**. You can obtain it by:

- Checking your benefit statement; or
- Enquiring with your employer or trustee.

Scheme Member Account Number

You may refer to the methods mentioned in **2** above to obtain your scheme member account number. You may leave the scheme member account number blank if you have just completed the enrolment procedures and have not yet been notified of your scheme member account number under the scheme.

4 Section III of this form: remember to read carefully the authorization and declaration statements before signing this form.

Your signature specimen on this form should be identical with the specimen of your signature held in the records of the trustees of the personal accounts that you have elected in the Appendix. If you have any enquiries, please contact the relevant trustee(s).

Please remember: your request for consolidation may be delayed, or even not be processed by the trustees, if you provide incorrect or incomplete information.

Four major factors to consider when selecting trustees and schemes

Different scheme members have different considerations when it comes to selecting a trustee and scheme. Here are some common examples:

- Which trustee is the one that holds most of my personal accounts?
- In which trustee and scheme do most of my MPF benefits accrue?
- To which trustee and scheme does my most recently opened personal account belong?
- Am I holding other types of accounts with a particular trustee?

However you approach the question, we suggest that you first consider the following four major factors before making any decision:

1	Products (scheme and fund)	Whether the fund choices available are adequate and meet your needs; features of the funds; risk level and past performance of the funds.
2	Services	The range and quality of services provided by the trustees.
3	Fees and charges	Compare fees and charges of funds of the same type.
4	Personal factors	For example, personal investment objectives; current stage of life (including years to retirement); risk tolerance level and other savings for retirement.

Be aware of risks before making decision

You should take note of the following risks before making any account consolidation decision:

Beware of a “sell low, buy high” scenario

- MPF is a long-term investment. In the transfer process of MPF benefits, there is generally a time-lag of about 1 to 2 weeks, during which your MPF benefits will not be invested in any fund.
- During this period, fund prices may change due to market fluctuations, and there is a chance of a “sell low, buy high” scenario occurring.

Read carefully the terms and conditions of guaranteed funds

- If you have a guaranteed fund in your MPF investment portfolio, you should check whether the transfer of MPF benefits will violate any of the guarantee conditions, such as the minimum investment period, thus disqualifying you from entitlement to the guarantee.
- If you plan to invest in guaranteed funds, you should also be fully aware of the qualifying conditions you need to fulfil in order to be eligible for the guaranteed returns.

Learn more

To find out more about MPF investment, or how to select a trustee and scheme, you may refer to:

- the booklet “Making Informed Decisions for Your MPF Life” published by the MPFA;
- the “Trustee Service Comparative Platform” (tsplatform.mpfa.org.hk/scp/eng) on the MPFA website where you can compare the services provided by trustees in the market;
- the “MPF Fund Platform” (mfp.mpfa.org.hk/eng) on the MPFA website or its mobile application, where you can understand more and compare the fees and charges, as well as performance of all MPF funds in the market;
- information such as the offering documents and fund fact sheets provided by trustees.

Why do you have personal account? The reasons are:

1. When you **change jobs**, the MPF benefits you accumulated during your former employment:
 - remain in the original trustee and scheme selected by your former employer; or
 - are transferred to another trustee and scheme of your own choice.
2. When you exercise the transfer right under the **Employee Choice Arrangement**:
 - the MPF benefits (i.e. the employee mandatory contributions) in your contribution account of your current employment are transferred to a newly-opened personal account under another trustee and scheme of your own choice.

In the above situations, your MPF benefits will be accrued in a personal account under an MPF scheme.

If you consolidate your personal accounts into one, or transfer MPF benefits to your existing personal account, you should contact your trustee to ascertain if you have previously given an investment instruction for this account.

If you want to check how many personal accounts you are holding, please contact the MPFA.



Hotline : 2918 0102

Fax : 2259 8806

Website : www.mpfa.org.hk



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