

ADVANCE ORDER SERVICE (AOS)
CHANGE OF ACCOUNT INFORMATION FORM

Private &
Confidential

Please complete in BLOCK LETTERS

Please the appropriate box

I. Personal Data (Customer must fill in this section)

AOS A/C No.: _____ Date of Birth* : _____ Month _____ Year
Name in English#: _____ Sex* : Male Female (*Applicant may choose not to fill in this part)
(Surname) _____ (First name) _____
Name in Chinese#: _____
(Surname) _____ (First name) _____ (#To be identical to that shown on the proof of identity)

II. Change of Information

1. New Correspondence Address

Daytime Contact No.: _____

2. Preferences on Communications

i. I would like to use the following language for my future correspondence:
 Chinese English
(If you choose Chinese, please provide your Chinese Name in Section I - Personal Data ; if you choose English, please provide your English Name.)

ii. I would like to receive the following collateral:

“Philatelic Link” Newsletter By Post Through e-mail #
 Not to receive “Philatelic Link”
Stamps Collection/Delivery Notice By Post Through e-mail #

If the applicant selects to receive the “Philatelic Link” and/or Stamps Collection/Delivery Notice through e-mail, the said news and/or notices will not be sent to him/her by post. Please ensure to provide your e-mail address. If the applicant does not receive the relevant e-mail, please call Hongkong Post Philatelic Bureau hotline on 2785 5711. If an e-mail address is provided but you have not selected your preference of communications, by default you will receive the said news and notices through e-mail.

E-mail Address: _____

3. Authorization to Change Credit Card Information

(For customer who pays by instalments)



Issuing Bank: _____

Cardholder's Name in English: _____

Credit Card No.: _____

Expiry Date (mm/yy): /

Signature of Cardholder: _____
(Signature must be the same as the one on your credit card.)

4. Change of Collection Method

i. New Collection Post Office (except Mobile Post Offices)

To collect my order(s) at: _____ Post Office
(You will be informed of the effective date by mail.)

- Collect ALL stamp products (including First Day Cover / First Day Cover (Prestige) from the special stamp issue date.
 Collect First Day Cover / First Day Cover (Prestige) from its date of sale and other stamp products from the special stamp issue date.

ii. New Delivery Address (For customer who has chosen Special Delivery Service)

Same as New Local Correspondence Address

Contact Tel.No.of the Above Address: _____

5. Cancel my AOS account^

I request to cancel my AOS account due to _____
_____ (e.g. No interest in philately anymore/migration/etc).

^ If there is remaining balance in the account, the refund will be posted to your correspondence address via cheque(Related administration fee may be charged).

The personal data you provide in this form will be used by Hongkong Post for processing your application. It is voluntary for you to supply to us your personal data. Failure to provide related data may affect the processing of your application. We do not use your personal data for any other purposes without your prior consent unless such use is permitted or required by law. Hongkong Post's general policy is to disclose no personal identifiable information to third parties except as required by law.

Under the Personal Data (Privacy) Ordinance, you have a right to request access to or correction of the data about you being held by us. Your right of access includes the right to obtain a copy of your personal data as provided in this form. If you wish to do so, please complete the Data Access Request Form (Pos 736) and return it to any post office or send it to our Data Protection Officer by e-mail or by post. The Data Access Request Form is also available at Hongkong Post website and all post offices.

By Fax: **2191 9296** or

By Mail:

✂
香港郵政集郵組(郵品訂購服務)
簡便回郵 58 號 KBY
Hongkong Post Philatelic Bureau (Advance Order Service)
Freepost No. 58 KBY

Remarks: The above information (except New Order Collection Post Office) will be updated in one week after Hongkong Post Philatelic Bureau has received this form. For enquiries, please call on 2785 5711.

Signature of
AOS Account Holder: _____

Date: _____
(如需索取本表格之中文版，請致電本集郵組查詢熱線 2785 5711。)