

Dear Customers,

### Important Notice – Cease to collect MPF Documents

We hereby notify that BCOM Joyful Retirement MPF Scheme (the “Scheme”) will get onboard to the eMPF Platform on 3<sup>rd</sup> September, 2024. The administrative services (include but not limited to contribution, claim, fund switching and change of investment mandate etc.) of the Scheme will be provided by eMPF Platform from the abovementioned onboarding date. Starting from 8<sup>th</sup> August, 2024, all outlets of Bank of Communications (Hong Kong) Limited and Bank of Communications Co., Ltd. Hong Kong Branch (“BOCOM”) will not collect any documents for the Scheme. The details of the arrangement as below:

Important Date	Arrangement for the collection of MPF documents	
7 <sup>th</sup> August, 2024	<b>Last day of collecting all MPF documents by the outlets of BOCOM.</b>	
8 <sup>th</sup> August, 2024 to 14 <sup>th</sup> August, 2024	<b>All MPF documents are directly received and processed by Bank of Communications Trustee Limited (“BOCOM Trustee”), the location and office hours of BOCOM Trustee:</b>	
	1/F, Far East Consortium Building, 121 Des Voeux Road Central, Hong Kong	
	Monday to Friday	9:00 am – 5:00 pm
	Saturday, Sunday & Public Holiday	Closed
15 <sup>th</sup> August, 2024 to 2 <sup>nd</sup> September, 2024	<b>BOCOM Trustee only collects MPF documents on behalf of the eMPF Platform, but such documents will not be processed. The relevant documents will be transferred to the eMPF Platform and processed the same on 3<sup>rd</sup> September, 2024 according to the prescribed procedures.</b>	
Starting from 3 <sup>rd</sup> September, 2024	<b>All MPF documents MUST be submitted to eMPF Platform for processing.</b>	
	The locations and office hours of the eMPF Service Centres:	
	Hong Kong Island	Unit 601B, 6/F, Dah Sing Financial Centre, No. 248 Queen's Road East, Wanchai, Hong Kong
	Kowloon	Suites 1205-6, 12/F, Chinachem Golden Plaza, No. 77 Mody Road, Tsim Sha Tsui East, Kowloon
	New Territories	Suite 1802A, 18/F, Tower 2, Nina Tower, No. 8 Yeung Uk Road, Tsuen Wan, New Territories
	Monday to Friday	9:00 am – 6:00 pm
Saturday	9:00 am – 1:00 pm	
Sunday & Public Holiday	Closed	

If you have any questions or need further assistance, please contact our customer service hotline at (852) 223 95559.

If you wish to obtain more information relating to the eMPF Platform, please call eMPF Customer Service Hotline at 183 2622 or visit eMPF Service Centres.

Yours faithfully,

Bank of Communications Trustee Limited