

## 『拒收直接促銷通知書』 Opt-out Reply Form

如欲要求『香港家庭福利會』**停止**使用閣下個人聯絡資料（如：姓名、電話、傳真、電郵及郵寄地址等）作為本會與你作直接促銷／推廣接觸之用，包括通訊、社會服務及活動推廣／典禮邀請或籌款等用途，**請填寫以下資料，交回有關服務單位，費用全免**。如有查詢，請聯絡有關單位。各服務單位名稱及聯絡資訊，請瀏覽本會網頁www.hkfws.org.hk

If you **object** the Hong Kong Family Welfare Society to use your personal data (such as name, telephone number, fax number, email and mailing address, etc) **for direct marketing / promotion** purposes, including receiving Newsletter, promotion of our social service and relevant activities, event invitation and fundraising, etc., **please complete this form and return it to our service unit**. Handling is free of charge. For enquiries, please contact the concerned service unit. Regarding the name and contact information of the service unit, please visit our website www.hkfws.org.hk.

致：香港家庭福利會有關服務單位

**TO:** The concerned service unit of Hong Kong Family Welfare Society

\_\_\_\_\_ (單位名稱 Name of the service unit)

1.  本人不同意香港家庭福利會使用本人聯絡資料於上述推廣的用途。

I **object** Hong Kong Family Welfare Society to use my personal data for the purposes as stated above.

2. 姓名（中文正楷）：\_\_\_\_\_ （英文正楷）\_\_\_\_\_

Name in Chinese

Name in English (in block letters)

3. 聯絡電話：\_\_\_\_\_ (只作為本會有必要時就閣下拒收直接促銷要求作澄清及跟進之用)

Contact phone number (Only for the purpose to clarify and follow up on your opt-out request)

4. 簽署：\_\_\_\_\_ 日期：\_\_\_\_\_

Signature

Date

備註：如閣下提供的資料不完全，本會可能無法跟進閣下有關拒收直接促銷要求。

Remark: If your information provided above is incomplete, we may not be able to follow up on your opt-out request.

內部使用 Internal Use only

接收日期：\_\_\_\_\_

Date received

職員姓名：\_\_\_\_\_

Name of staff