

## Donor's Information Update Form

### 捐款人資料更新表格

Please update your new contact information in the following table and return this form to the University Advancement Office, Hong Kong Baptist University (Fax: (852) 3411-5689 / Email: [hkbuf@hkbu.edu.hk](mailto:hkbuf@hkbu.edu.hk)).

如需更新閣下之聯絡資料，請填寫此表格並交回香港浸會大學發展事務處（傳真：(852) 3411-5689 / 電郵：[hkbuf@hkbu.edu.hk](mailto:hkbuf@hkbu.edu.hk)）。

Name 姓名： \_\_\_\_\_ (English) \_\_\_\_\_ (中文)

Title/Position 職銜： \_\_\_\_\_ (English) \_\_\_\_\_ (中文)

Organisation 機構： \_\_\_\_\_ (English) \_\_\_\_\_ (中文)

Office Tel. 辦公室電話： \_\_\_\_\_ Mobile 手提： \_\_\_\_\_

#### Email Address

電郵地址： \_\_\_\_\_ Fax 傳真： \_\_\_\_\_

#### Correspondence Address

通訊地址： \_\_\_\_\_

In accordance with the relevant provisions of the Personal Data (Privacy) Ordinance, the University Advancement Office (UAO) of Hong Kong Baptist University is committed to ensuring that the data provided by you are treated properly and kept strictly confidential. The data may be shared with appropriate parties and personnel of the University for administration, communication and other related purposes. UAO will not disclose your personal information to any external parties unless your consent has been obtained or it is required to do so by law. If you do not wish to receive our information materials, please send your written request with your personal information (including your name, title and organisation name) to:

University Advancement Office  
Room 1003, 10/F, Academic and Administration Building  
Hong Kong Baptist University, 15 Baptist University Road  
Kowloon Tong, Kowloon, Hong Kong

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香港九龍九龍塘浸會大學道15號  
香港浸會大學 教學及行政大樓  
10樓1003室發展事務處