

Sample of the Amendment to the Provisions

Policy Number 保單編號: xxxxxxxx (“Policy”) (“保單”)

Date日期: dd mmm yyyy

Amendments to the Provisions of “Product Name”

The following amendments shall attach and form part of the provisions with effect from the date of this document. It should be read in conjunction with the existing policy provisions of your Policy. All other terms and conditions of your Policy remain unchanged.

The clause of “**Address to which Notices Sent**” or “**Address to which Notices are Sent/Received**” stated in the policy provision shall be deleted in its entirety and replaced by the following revised provision.

Address to which Notices Sent / Received

- (i) Any notice to be given under this Policy will be sent by post to your latest correspondence address as notified to us or by any electronic communication means to you as per your latest contact information as notified to us, and will be deemed to have been received by you as follows:
 - (a) if sent by post, forty-eight (48) hours after posting; or
 - (b) if sent by electronic communication means, on the date and time transmitted.
- (ii) Any application or notice to us will be considered received by us only if the original copy of the application or notice is sent to our registered office and is accordingly received by us, but we may at our discretion act on any application or notice received by facsimile, email or other electronic means. We must be satisfied that the application or notice and the supporting documents are authentic. We reserve the right to require additional information or documents to be submitted by you before we act on the application or notice.

「產品名稱」保單條款之修訂

以下修訂應附上及成為本保單的一部分，並於本文件上的日期生效。它應與您的保單的現有保險保單條款一起閱讀。您的保單的所有其他條款和條件均保持不變。

保單條款中的「**通訊地址**」或「**發送/接收通知之地址**」應完整刪除及被以下條款修訂取代。

發送/接收通知的方式

- (i) 本公司向閣下發出的本保單的任何通知，將通過郵寄方式寄往閣下告知本公司之最近通訊地址或者根據閣下告知本公司之最近聯繫資料，通過任何電子通訊方式發送給閣下，並將被視為閣下已經收到：
 - (a) 如通過郵寄方式，在投郵日期後四十八(48)小時後；或
 - (b) 如通過電子通訊方式，發送的日期和時間。
- (ii) 只有發送至本公司註冊辦事處及繼而被收到的正本投保申請或通知，才會被視為被本公司收到，惟本公司可自行酌情決定是否處理以傳真、電郵或其他電子方式收到之任何投保申請或通知。投保申請或通知以及證明文件必須經本公司認可方會被視為真實資料。本公司保留權利於受理投保申請或通知前，要求閣下提交額外資料或文件。