

Personal Information Collection Statement 收集個人資料聲明

1. Lok Hei Development Limited (“Lok Hei”) for the purpose of operating the Fleet Card programme and providing ongoing services to the Customers from time to time, may collect the following personal data and information from the Customer: name, address, telephone number, email address and vehicle registration number and other relevant date (“**Personal Data**”). If the Customer fails or refuses to provide the Personal Data, Lok Hei may reject its application or terminate its participation in the Fleet card Programme, and may terminate any or all services provided to the Customer. The Customer expressly consents that Lok Hei is entitled to obtain Personal Data relating to the Customer from any third parties at any and all times, including without limitation conducting checks with any third party for the purpose of ascertaining whether the Customer is a member or participant of any other promotional programme operated by Lok Hei or any other programme in which Lok Hei is one of the providers.

樂熹發展有限公司為了操作記帳咭計劃及為了向其客戶持續提供服務的目的，樂熹發展有限公司可以向其客戶收集以下個人資料姓名、地址、電話號碼、電郵地址和車輛登記編號及其他所有有關客戶的個人資料（以下簡稱“客戶的個人資料”）。如果客戶未能提供客戶的個人資料，或拒絕提供客戶的個人資料，樂熹發展有限公司可以拒絕該客戶參加記帳咭計劃的申請，及有權停止向該客戶提供任何服務。客戶謹此明確表示同意樂熹發展有限公司有權於任何時候向第三者取得客戶的個人資料，此舉目的包括為了查考客戶是否參與樂熹發展有限公司所操作的其他推廣計劃；或為了查考客戶是否參與樂熹發展有限公司作為其中一個操作單位的其他推廣計劃。

2. The Customer agrees that the Personal Data may be used for the purposes of (i) creating, maintaining the Customer’s account and managing Customers’ continued participation in the Fleet Card Programme and all other matters relating to the Fleet Card Programme; (ii) verifying Customers’ eligibility to participate in the Fleet Card Programme; (iii) verifying Customers’ identities; (iv) providing Customers with services and benefits under the Fleet Card Programme; (v) contacting Customers about their account and suspension/ termination of the Fleet Card Programme (if applicable) and providing customer services from time to time; (vi) promoting its petroleum, lubricant and service station retail businesses and (vii) for statistical analysis and market researches which are conducted to enhance the services of Lok Hei to the Customer.

客戶同意樂熹發展有限公司可以使用客戶的個人資料作以下用途：(i) 開立及維持客戶的記帳咭計劃戶口；會員持續參與計劃及管核記帳咭計劃有關的所有其他事情；(ii) 核實客戶是否符合參加記帳咭計劃之資格；(iii) 核實客戶的身份；(iv) 向客戶提供記帳咭計劃下的服務和優惠；(v) 與客戶聯絡，商討其戶口的事務及記帳咭的暫停/終止（如適用），及不時為提供客戶服務的目的，與客戶聯絡；(vi) 推廣樂熹發展有限公司之汽油、潤滑油以及加油站的零售業務；和 (vii) 用作統計分析和市場研究，這些分析和研究有助提升樂熹發展有限公司對客戶的服務質素。

3. The Customer agrees that Lok Hei may use the Personal Data to provide to the Customer marketing materials and latest marketing information (“**Marketing Materials**”) from time to time relating to its loyalty programs, discount card programs, private label card programs, fleet card programs, other petroleum products related programs developed by Lok Hei. The Customer expressly consents that Lok Hei may transfer the Personal Data to its Affiliates (“**Lok Hei’s Affiliates**”) for the purpose of providing Marketing Materials to Customers. The Customer acknowledges that Lok Hei’s Affiliates may change from time to time and Lok Hei is not obliged to confirm to the Customer who the Affiliates are. The Customers may require Lok Hei or any of the Lok Hei’s Affiliates to cease to use the Personal Data for direct marketing purposes by returning this form with the box on the last page ticked to the address set out thereunder.

客戶同意樂熹發展有限公司可以使用客戶的個人資料，以不時向客戶提供營銷資料及最新的市場推廣資訊（以下簡稱“**營銷資訊**”），讓樂熹發展有限公司向客戶推介特惠計劃、折扣咭計劃、私人客戶咭計劃、車隊咭計劃及其他與石油產品有關的計劃，客戶明確表示同意樂熹發展有限公司可以將客戶的個人資料交給樂熹發展有限公司的關聯公司（以下簡稱“樂熹發展有限公司的關聯公司”），以便向客戶提供營銷資訊。客戶確認樂熹發展有限公司的關聯公司可能不時改變，而樂熹發展有限公司無須向客戶確認樂熹發展有限公司的關聯公司的身份，而客戶可以要求樂熹發展有限公司或樂熹發展有限公司的關聯公司停用客戶的個人資料，只要客戶在這份表格的底部的空格填上“✓”號，並將此表格寄到空格下的地址。

4. Because of the special business nature of Lok Hei, the Customer (on his/her/its own behalf and on behalf of any of its members, officers or employees if applicable) hereby authorizes Lok Hei to obtain from, provide or transfer any of the Personal Data, within or outside Hong Kong, with: (a) Affiliates or third parties that provide administrative, payment, collection, business and operational support to Lok Hei and its Affiliates for the purposes set out at paragraphs 1, 2 and 3 above; (b) any proposed or actual partner, participant, assignee or transferee of all or any Part of Lok Hei’s operation or business (including without limitation the Fleet Card Programme); and (c) any Affiliates, for the purposes as set out in paragraph 3 above. In addition, Lok Hei may disclose the Personal Data in order to comply with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486) (the “**Ordinance**”) or where otherwise required by law.

因為樂熹發展有限公司的業務特質，客戶代表自己及代表客戶的任何成員或股東、行政人員或僱員（如適用）授權樂熹發展有限公司在香港境內或境外，向下列人士取得、提供或轉移任何個人資料：(a)（為以上第 1 段、第 2 段和第 3 段列載目的）其關聯公司及向樂熹發展有限公司及其關聯公司提供行政、付款、收款、業務和營運支援之第三方；(b) 樂熹發展有限公司的全部或任何部分營運或業務（包括但不限於記帳咭計劃）之任何建議或實際夥伴、參加者、受讓人或承讓人；和 (c)（為以上第 3 段列載目的）其任何關聯公司。樂熹發展有限公司可根據個人資料（私隱）條例（香港法例第 486 章）（以下簡稱“**私隱條例**”）或在其他法例要求下披露客戶的個人資料。

5. Where the Customer provides Personal Data or other information on behalf of its members, officers, employees or other persons (“**Data Subject**”) to Lok Hei in connection with the Fleet Card Programme, the Customer warrants that it has complied with the Ordinance in relation to the provision of the Data Subject’s personal data to Lok Hei and has obtained the prior written consent of the Data Subject for the Customer to provide such Personal Data and information to Lok Hei for the purposes set out in paragraphs 1, 2 and 3 above and has either (a) notified the Data Subject of the possibility that the data would be disclosed to third parties for the purposes set out in paragraphs 1, 2 and 3 above prior to or at the time of collecting the data; or (b) obtained the prior written consent of the Data Subject to the disclosure of the data to Lok Hei and the persons/entities referred to in paragraph 4 above for the purposes set out in paragraphs 1, 2 and 3 above.

如果客戶代表其成員、行政人員、僱員或其他人士（以下簡稱“**資料當事人**”）就記帳咭計劃或樂熹發展有限公司的其他服務向樂熹發展有限公司提供個人資料或其他資訊，客戶保證其符合條例中有關其向樂熹發展有限公司提供資料當事人的個人資料的規定，並已事先獲得資料當事人的書面同意，以令客戶可為以上第 1 段、第 2 段和第 3 段列載目的向樂熹發展有限公司提供該個人資料或資訊，客戶並確認在收集資料時或之前已通知資料當事人 (a) 有可能因為以上第 1 段、第 2 段和第 3 段列載目的，而向第三方披露資料當事人的個人資料；或 (b) 已通知資料當事人客戶將會因為以上第 1 段、第 2 段和第 3 段列載目的，向樂熹發展有限公司和以上第 4 段所述人士/團體披露其資料，並獲得資料當事人的事先書面同意。

6. Under the Ordinance, Customers may request access to or correction of any Personal Data by written notice to Lok Hei by Fax (3525 0682); Email (info@lokhei.com)

根據私隱條例的規定，客戶有權要求查閱和改正其個人資料，如欲提出要求，可以傳真（號碼為：3525 0682）；電郵（地址：info@lokhei.com）。

7. “Affiliates” shall mean all entities which have close business connections with Lok Hei or entities which provide administrative, business and operational support or services to Lok Hei.

『關聯公司』指所有和樂熹發展有限公司有密切業務關係的團體，或向樂熹發展有限公司提供行政、業務和營運支援或服務之所有團體。

I hereby confirmed that I have read through the above Personal Information Collection Statement and **Agree** to the use of my personal information for the said purpose.

本人已細閱以上收集個人資料聲明並同意貴公司使用本人之個人資料作以上陳述用途。