



## Donation Form for Covid-19 Student Hardship Relief Fund

I would like to designate my gift to Covid-19 Student Hardship Relief Fund:

- One-time Gift: \$ \_\_\_\_\_
- Monthly Gift (by credit card only): At Fixed Amount \$ \_\_\_\_\_ for \_\_\_ Month(s)
- Direction of payment of wages to the donation account (for HKUST Staff Only):

At \_\_\_ % of Basic Salary for \_\_\_ Month(s) / At Fixed Amount \$ \_\_\_\_\_ for \_\_\_ Month(s)

Remark: Salary donation will be paid to the donation account after your donation pledge has been processed.

### 1) Donor Details

- Prof    Dr    Mr    Mrs    Miss    Anonymous

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Name on Receipt: \_\_\_\_\_

- Your affiliation:  Staff (Staff ID no. \_\_\_\_\_)
- Student (Student ID no. \_\_\_\_\_)
- Alumni
- Faculty
- Other/Corporate/Friend

- For Organization Donors:

Contact Person: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

### 2) Contact details:

Mailing Address:

\_\_\_\_\_

Contact No.: \_\_\_\_\_

Email: \_\_\_\_\_

Signature of the Donor: \_\_\_\_\_ Date: \_\_\_\_\_

### 3) Payment Method

#### ○ **By Cheque**

Crossed cheque should be made payable to "The Hong Kong University of Science and Technology" and mailed with a note with the purpose of your donation “**Donation for Covid-19 Student Hardship Relief Fund**”, and your contact information, to: Development and Alumni Office, HKUST, Clear Water Bay, Kowloon, Hong Kong

#### ○ **By Credit Card (Visa/Master only)**

Cardholder's Name: \_\_\_\_\_

Credit Card No.: \_\_\_\_\_

Card Expiry Date: \_\_\_\_\_

Card Security No. (CCV): \_\_\_\_\_

#### ○ **By Bank Direct Transfer\***

- Donation in HKD can be given through direct transfer to the bank account of HKUST with details below:

Bank:	Hang Seng Bank Limited, UST Branch
Bank Address:	Hang Seng Bank Limited Room G030, The HKUST Clearwater Bay, Kowloon, Hong Kong
Bank Account No.:	024-361-008071-669
Bank Account Name:	The Hong Kong University of Science and Technology
SWIFT Code:	HASEHKHH

- Donation in foreign currency can be given through direct transfer to the bank account of HKUST with details below:

Bank:	Bank of China (Hong Kong) Limited, Hong Kong
Bank Address:	Bank of China (Hong Kong) Limited, Hong Kong Bank of China Tower 1 Garden Road, Central, Hong Kong
Bank Account No.:	012-896-9-200200-0
Bank Account Name:	The Hong Kong University of Science and Technology
SWIFT Code:	BKCHHKHHXXX

\*Please email your transaction record (cap screen is accepted) to [dao@ust.hk](mailto:dao@ust.hk), with your full name and contact number.

#### ○ **By Give2Asia** (for donors who would like to support with their US-based assets and apply for US tax deduction)

Donors can enjoy tax-deductions by contributing to our non-profit partner Give2Asia. Please download and complete the [Give2Asia form](#). (Remarks: The minimum amount for Give2Asia to distribute to HKUST per one single transaction is US\$5,000. Donors can consult our staff in the Development and Alumni Office for further details.)

### 4) Please return the completed form to:

Development and Alumni Office

The Hong Kong University of Science and Technology, Clear Water Bay, Kowloon, Hong Kong

Tel: (852) 2358 8365 Fax: (852) 2705 9119 Email: [dao@ust.hk](mailto:dao@ust.hk)

Notes:

- a) If you have no objection, we will apply for the matching your donation with other donors.
- b) Official receipt for donation of over HK\$100 will be issued.

For questions related to salary donation and tax arrangements, please contact Bidy Lee, Assistant Finance Manager via 2358-5785 or [fobiddy@ust.hk](mailto:fobiddy@ust.hk); or Tora Lam, Assistant Finance Manager via 2358-6410 or [fotora@ust.hk](mailto:fotora@ust.hk). For other inquiries you can reach out to Karina Wong, Manager (Development), via 3469-2543 or [karinawong@ust.hk](mailto:karinawong@ust.hk).

Personal information provided by you in this form will be used by The Hong Kong University of Science and Technology ("HKUST") for the purposes of handling the donation for COVID-19 Student Hardship Relief Fund. We shall keep your personal information confidential but may transfer it to personnel within the HKUST internal departments/units for processing of the donation. The data will also be used by the Development and Alumni Office for direct marketing and non-directing purposes such as updating you with the latest development of the University and provision of information about University activities, programs and giving initiatives. If you have further enquiries or do not wish to receive direct marketing information, please email to [dao@ust.hk](mailto:dao@ust.hk)