Payment Methods for Data Access Request

Service users can choose one of the following payment methods to settle payments to the EOC for requests¹ or services which are offered at a fee.

A. By Mail

Please mail a crossed cheque payable to "Equal Opportunities Commission" and send it to the address below:

Equal Opportunities Commission 16/F, 41 Heung Yip Road Wong Chuk Hang Hong Kong (Attention: Accounts Section)

Please write the name of the requestor (if applicable) on the back of the cheque.

B. Faster Payment System (FPS)

Please enter the EOC's email address below for payment through FPS.

Payee email address: fps@eoc.org.hk

Please take a screenshot of the online bank transaction record and email it to <u>accounts@eoc.org.hk</u>. Specify the name of the requestor (if applicable)² in the email.

C. Banking Facilities in Hong Kong

(a) Through Automated Teller Machine (ATM)

You may pay the fee directly to the EOC's HSBC Bank account 004-511-665242-001 by using HSBC or Hang Seng Bank ATMs.

(b) Through HSBC Cheque Deposit Machine (CDM)

You may deposit your cheque to the EOC's HSBC Bank account 004-511-665242-001 by using HSBC Cheque Deposit Machine (CDM).

Please take a picture of the bank-in slip and email it to <u>accounts@eoc.org.hk</u>. Specify the requestor's name (if applicable) in the email.

D. Bank Transfer through direct bank credit / bank transfer / autopay to EOC's bank account

The EOC's bank information for payment via bank transfer is listed below:

Account Name: Equal Opportunities Commission

Banker's Name: The Hong Kong & Shanghai Banking Corporation Ltd., Hong Kong

Bank Code: 004

Account Number: 511-665242-001

Banker's Address: HSBC Main Building, 1 Queen's Road Central, Hong Kong

SWIFT Code: HSBCHKHHHKH

Please take a screenshot of the online bank transaction record and email it to <u>accounts@eoc.org.hk</u>. Specify the requestor's name (if applicable) in the email. The EOC will not be responsible for any bank charge incurred by the requestor.

¹ For example, processing fee for making a data access request.

² For example, requestor of a data access request.