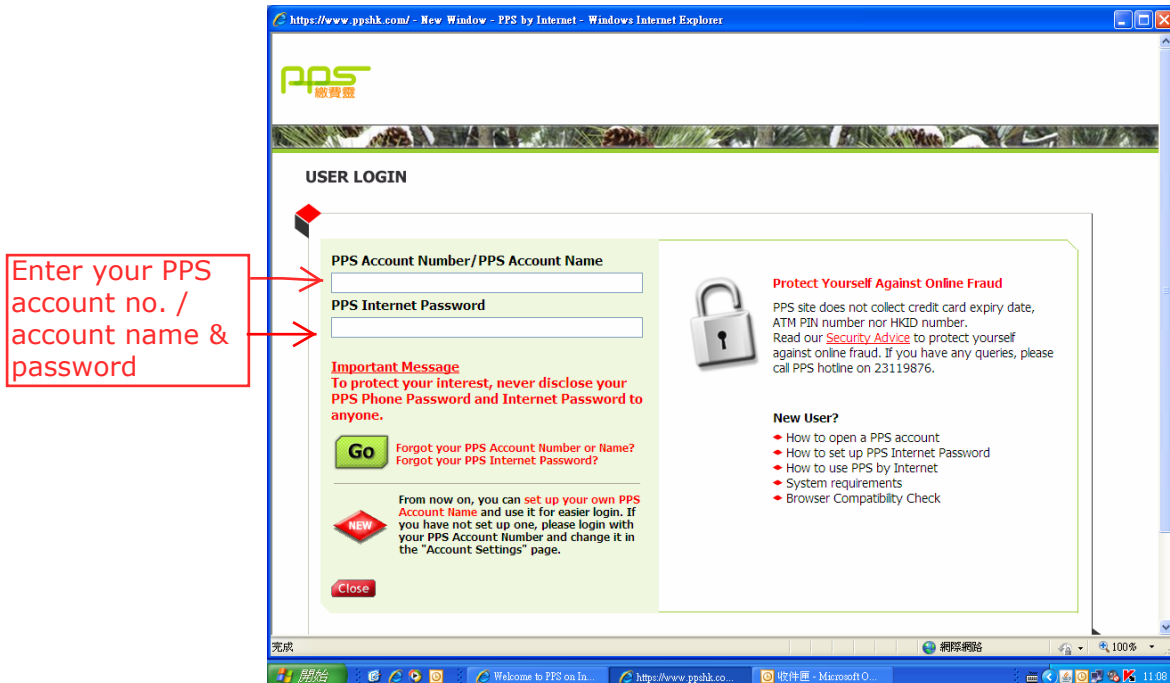


## Using PPS by Internet to Make Donations:

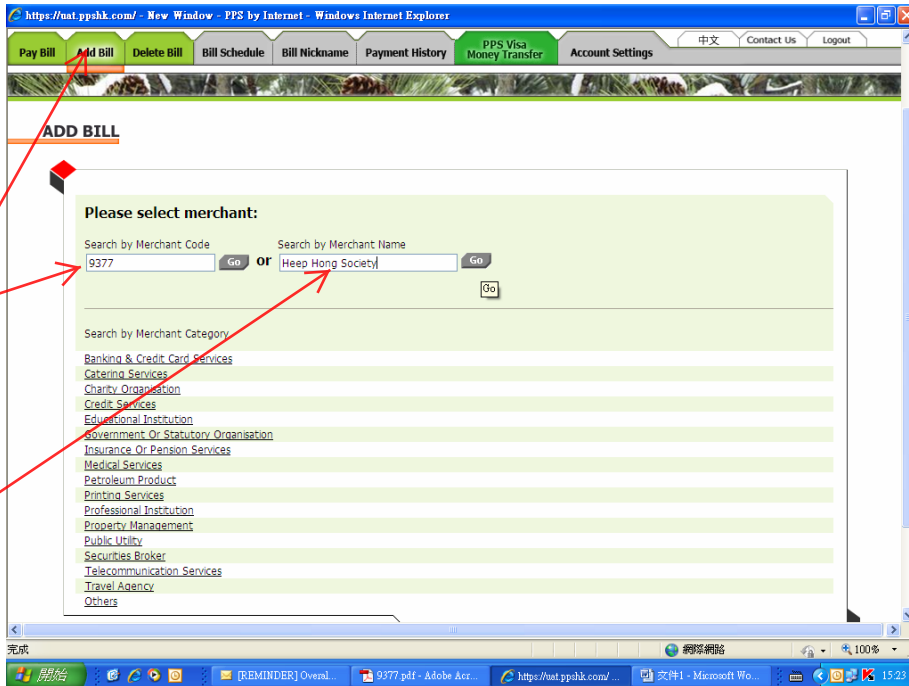
1. Go to [http://www.ppschk.com/index\\_e.html](http://www.ppschk.com/index_e.html) and click the "Login" button



2. Enter your PPS account number/name and password



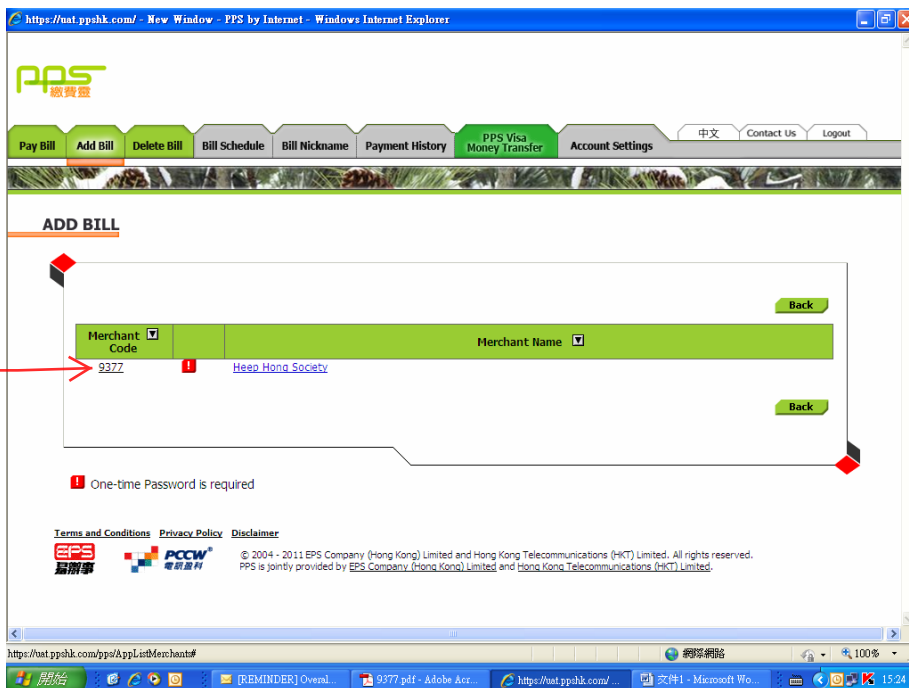
- Click on "Add Bill" to register your bill (i.e. donation), and enter merchant code: 9377 or merchant name: Heep Hong Society



Press "Add Bill"

Enter merchant code: 9377

or enter merchant name: Heep Hong Society



Click here to continue

4. Enter your 11-digit bill number, i.e. a 3-digit donation code followed by an 8-digit phone number in Hong Kong

Different 3-digit donation codes represent different donation items. Please refer to the table below:

Donation item	3-digit donation code	Corresponding 11-digit bill number is
General Donation (PRCs)	188	188+8-digit phone no.
Children Training Fund	288	288+8-digit phone no.
Flag Day	388	388+8-digit phone no.
Special Campaigns	488	488+8-digit phone no.
Other Donations	588	588+8-digit phone no.

**Remark:** Donations made to any bill registered with any of the 3-digit donation codes above could only be allocated to the corresponding donation item. Should you wish to make a donation to another donation item, please register a new bill with the corresponding 3-digit donation code of that particular donation item.

**ADD BILL**

Please enter your bill number. You can also set a bill nickname for this bill:

Merchant Name: Heep Hong Society  
 Merchant Code: 9377  
 Bill Number:   
*(3-digit donation code, followed by an 8-digit telephone number)*  
 Bill Nickname:   
 (up to 24 alphanumeric characters)

Remarks: Please check if the information you entered/selected is correct before clicking the Confirm button.

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 PPS is jointly provided by EPS Company (Hong Kong) Limited and Hong Kong Telecommunications (HKT) Limited.

Enter your 11-digit bill number, i.e. a 3-digit donation code followed by an 8-digit phone no.

Click "Confirm"

5. Enter the One-time Password received by your mobile phone

Get ready of your mobile phone to receive the One-time Password. Click "Proceed"

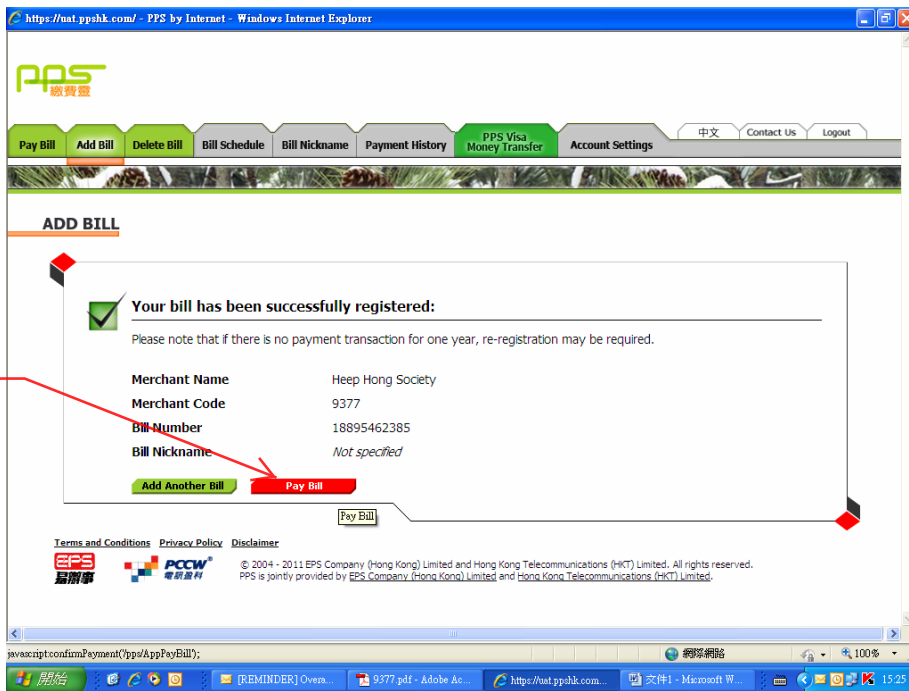


Enter the One-time password shown on your mobile phone

Click "Submit"

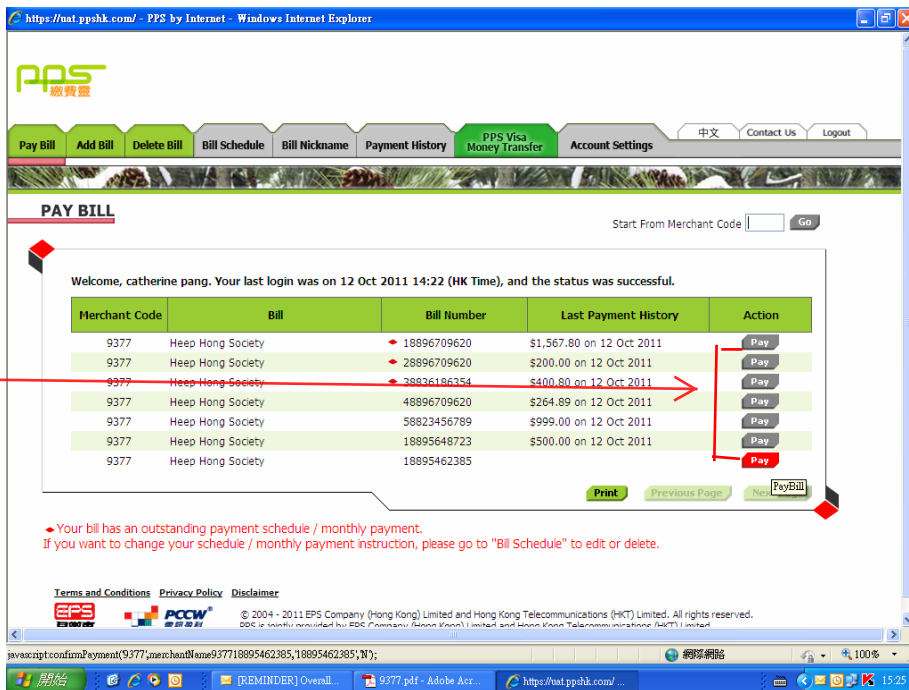


6. Bill registration completed



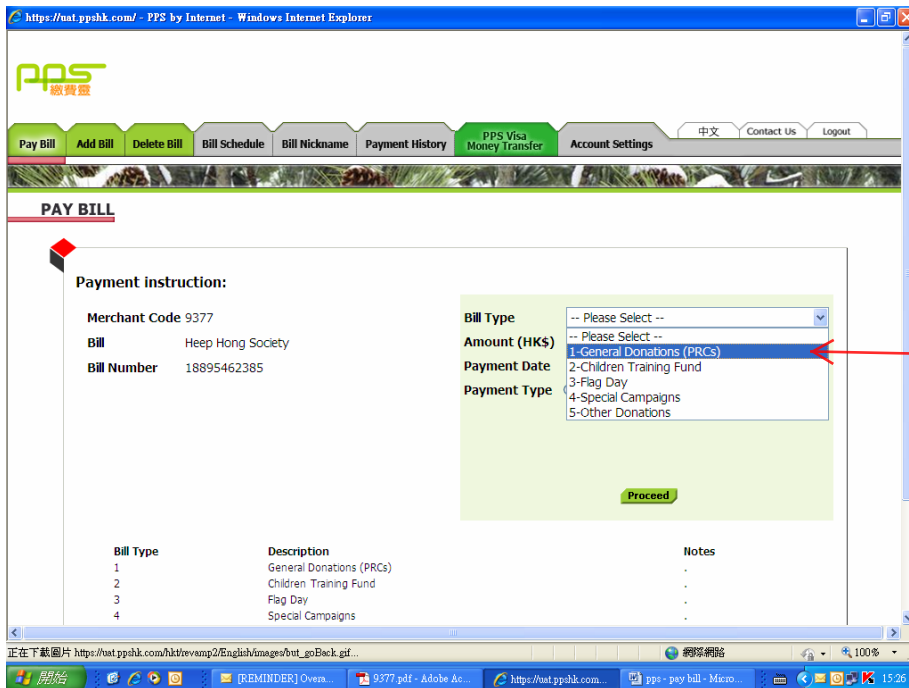
Bill registration is completed. Please click "Pay Bill" for payment

7. Click "Pay Bill" for payment.



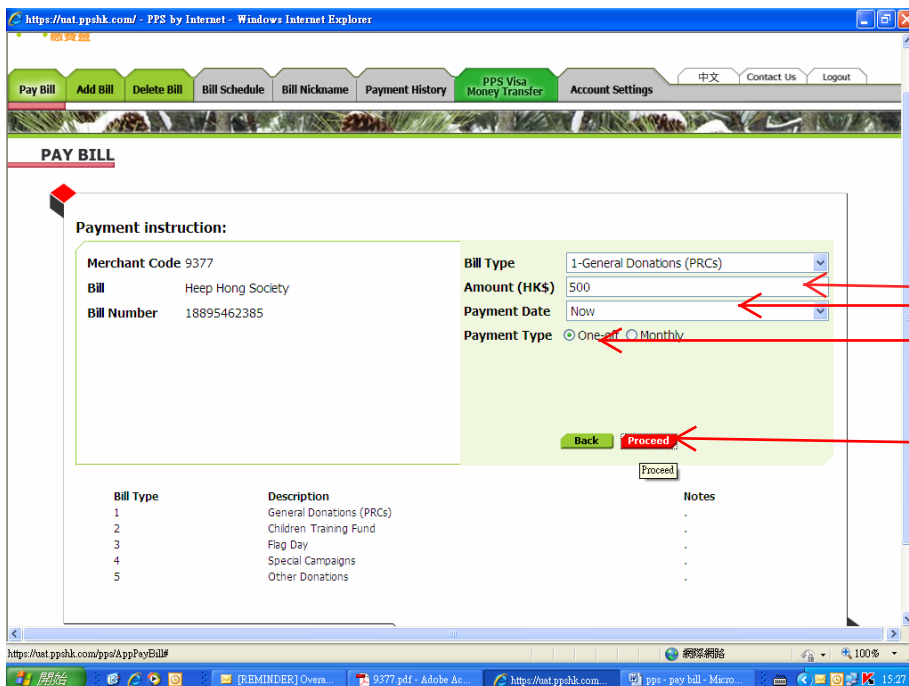
Click the "Pay" button next to the bill / donation you wish to pay / make

8. Select "Bill Type". Should there be any discrepancy between the bill type selected at this stage and the donation item represented by the 3-digit donation code entered at stage 4, your selection at stage 4 will prevail.



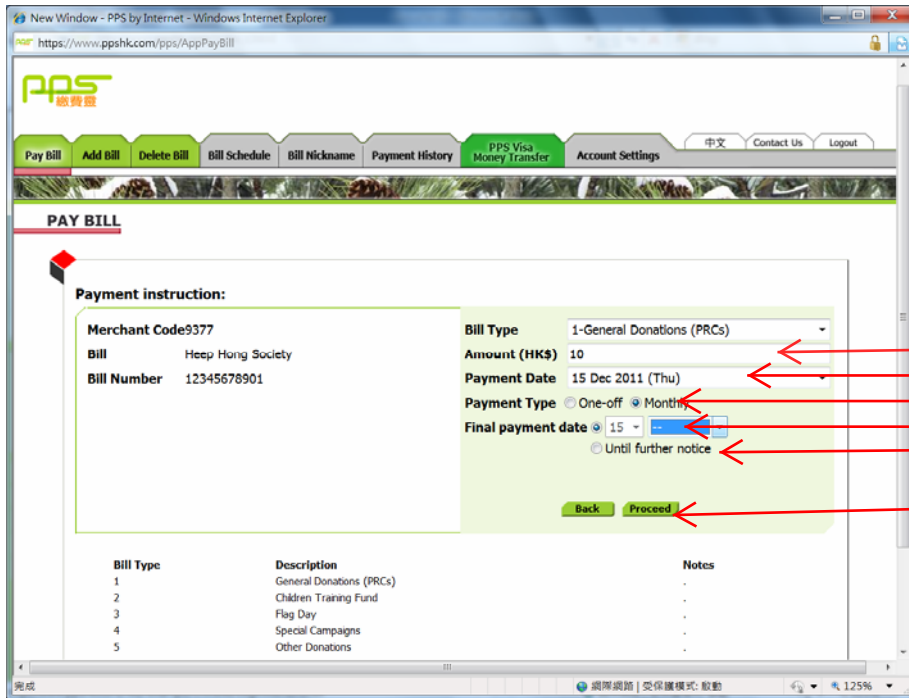
Select "Bill Type". The bill type selected should match the donation item represented by the 3-digit donation code entered at stage 4 above. Otherwise, your indication at stage 4 will prevail

9. If you wish to make one-off donation, please enter "donation amount", select "Now" and "One-off" for one-off donation, and then click "Proceed" or

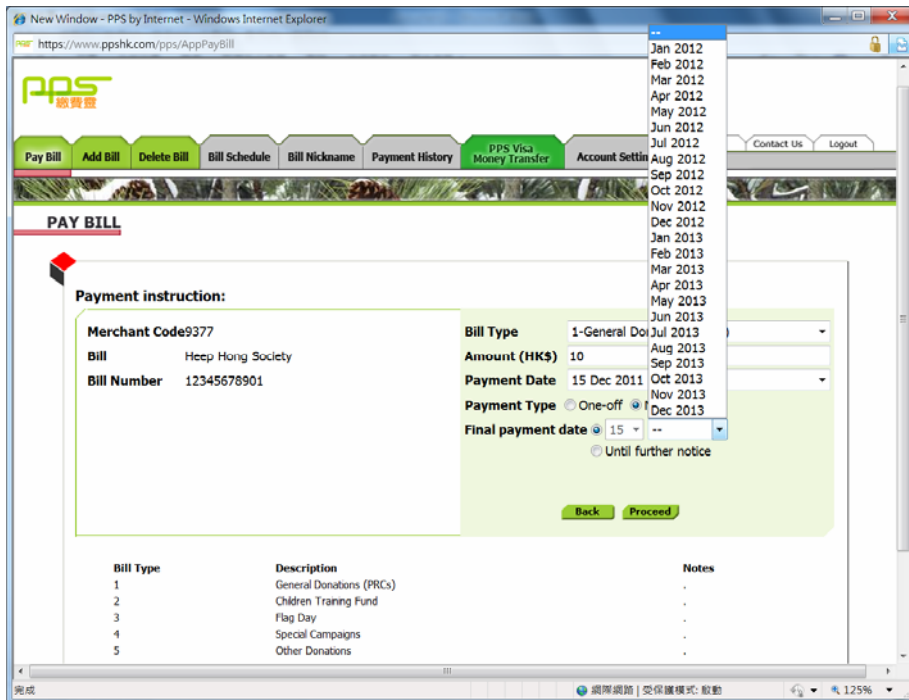


If you wish to make a one-off donation, please enter "donation amount", select "Now" and "One-off" for one-off donation, and then click "Proceed"

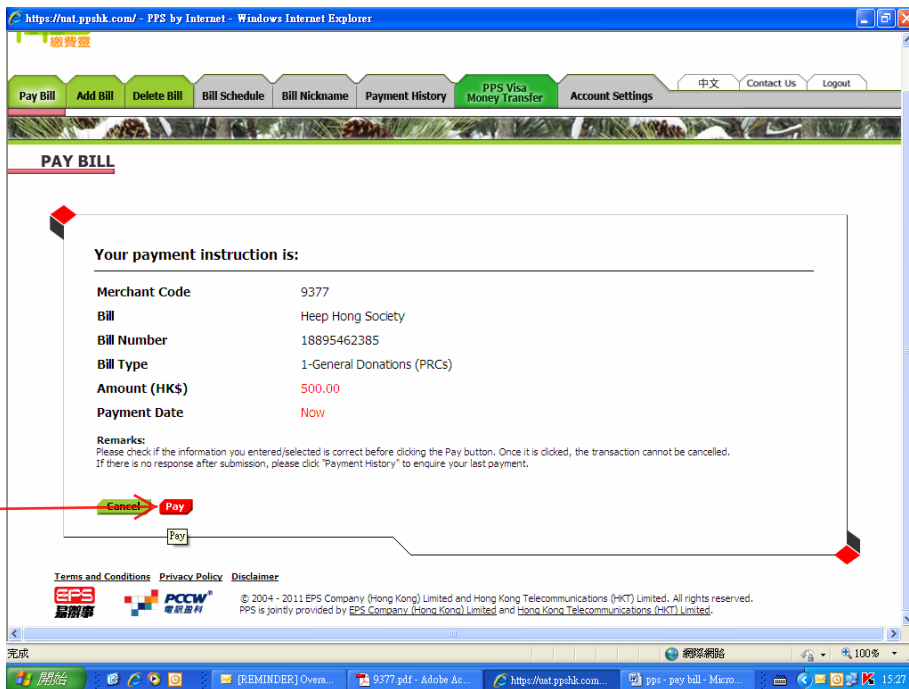
10. if you wish to make monthly donations, please select "Payment Date", "Monthly", the "Final Payment Date" or "Until Further Notice", and then click "Proceed"



If you wish to make monthly donations, please enter your donation amount, select "Payment Date", "Monthly", the "Final Payment Date" or "Until Further Notice", and then click "Proceed"

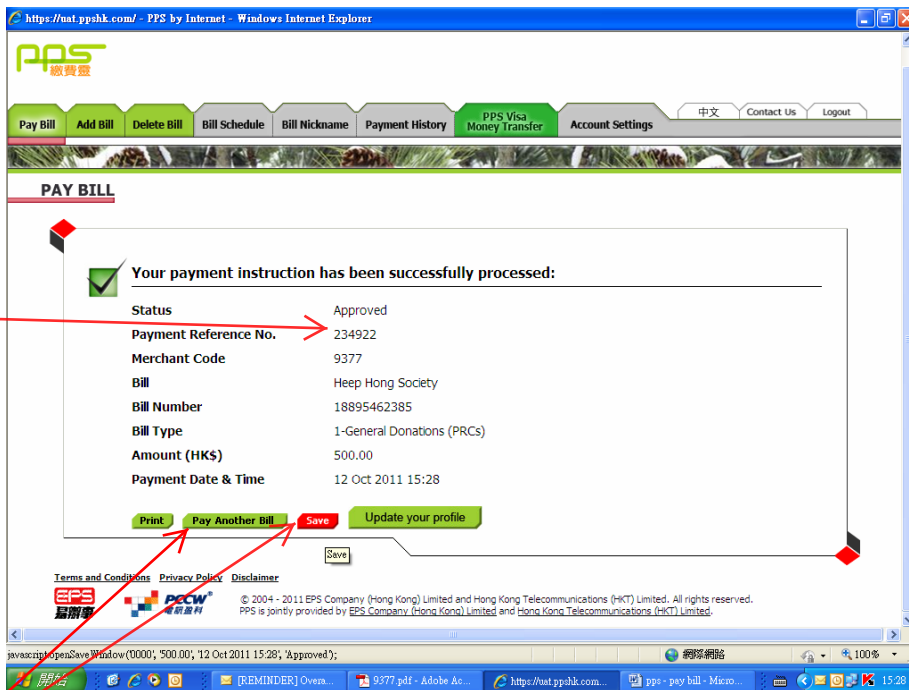


11. Click "Pay" to confirm



Click "Pay" to confirm your payment / donation

12. Click "Save" or "Pay Another Bill"



If your donation amounts to HK\$100 or above and you wish to receive an official receipt for tax exemption purpose, please record the Payment Reference No. and send to Heep Hong Society with the information of the donor.

Click "Save" or "Pay Another Bill"

13. For any donation of HK\$100 or above, an official receipt will be issued for tax deduction purpose. Please provide us with the payment reference no., the name, correspondence address, email address and contact phone no. of the donor via fax (2776 1837) or post to Corporate Development Department, Heep Hong Society, G1, Tung Yu House, Tai Hang Tung Estate, Kowloon. (All personal information received will be kept confidential and used for issuing receipt, fundraising and communication purpose.)