



## Memo for Paying Advance Deposit - Maternity Bookings

(Effective 1 Jan 2019. Subject to change without prior notice.)

	HK Residents / Non-Mainland China Foreigners	Non-HK Residents (Mainland China)
Deadline for Paying Deposit	Within one month from Antenatal Booking Number is issued. Maternity booking will lapse if Deposit is not paid within the above specified period.	
Advance Deposit Amount	<b>HK\$3,000</b> Additional admission deposit required on admission as follows : - HK Resident (depending on room class) : Standard HK\$3,000, Standard-Plus HK\$5,000, Semi-private HK\$9,000, Private HK\$17,000. - Non-HK Resident : HK\$35,000	<b>HK\$38,000</b> Please pay by bank draft, EPS, China UnionPay or credit card. Cardholder must pay in person if China UnionPay or credit card is used.
Address & Office Hour	Admission Office, G/F, Block A Monday to Sunday 2:00pm – 10:00pm	Maternity Department, 2/F, Block B Monday to Friday 2:00pm – 4:00pm (Except public holidays)
Procedure for Paying Deposit	<p>i) Document required :</p> <ul style="list-style-type: none"> <li>• Doctor's letter / consultation record</li> <li>• Maternity Booking Form bearing the Antenatal Booking Number (non-transferable) and Expected Date of Confinement (EDC)</li> </ul> <p>ii) Present identity document of the expectant mother :</p> <ul style="list-style-type: none"> <li>• HK Resident – HK Identity Card</li> <li>• Foreigner - Passport</li> </ul> <p>iii) Copy of HK identity document of the expectant mother is required if payment is made by representative.</p>	<p>ii) Expectant mother must complete the first antenatal check-up and blood tests in Hong Kong, come with her husband in person to pay Deposit and collect the Confirmation Certificate on Delivery Booking. Representative will not be accepted.</p> <p>iii) The Couple must present the valid original copy of :</p> <ol style="list-style-type: none"> <li>1. Expectant mother's Exit-Entry Permit for Traveling to and from Hong Kong and Macau, and Mainland China Identity Card</li> <li>2. The Husband's : <ul style="list-style-type: none"> <li>• HK Permanent Resident Identity Card, OR HK Identity Card AND One-way Permit to HK and Macau (前往港澳通行證, 俗稱「單程證」)</li> </ul> </li> <li>3. Marriage Certificate of the Couple : <ul style="list-style-type: none"> <li>• Issued by HKSAR Government, OR <ol style="list-style-type: none"> <li>a) For marriage certificate issued by Mainland, an extra proof of the marriage notarized by a Notary Public in the Mainland China should also be required;</li> <li>b) For overseas marriage certificate, an extra proof of the certificate signing officer issued by the PRC Embassy of the country;</li> </ol> </li> <li>• Both the husband and the wife have to take oaths provided from Home Affairs Department separately to prove: <ol style="list-style-type: none"> <li>a) they have a genuine marital relationship;</li> <li>b) her husband mentioned is the natural father of the child currently borne by the expectant mother.</li> </ol> </li> </ul> </li> </ol> <p>iv) Collect the Confirmation Certificate of Delivery Booking after paying the Deposit.</p>
Cancel Booking	<p>i) Advance deposit is not refundable. The only exceptions are :</p> <ul style="list-style-type: none"> <li>• Abortion;</li> <li>• Fetus with major congenital abnormalities;</li> <li>• Prematurity delivery (before 34 weeks at HA Hospital);</li> <li>• Other special condition as approved by Hospital.</li> </ul> <p>ii) Application for refund must be submitted with doctor's written proof and supporting document.</p> <ul style="list-style-type: none"> <li>• HK\$2,500 will be refunded only.</li> <li>• HK\$500 will be charged by the Hospital for administration fee.</li> </ul> <p>Application must be submitted within one month from the date of abortion or delivery. Otherwise refund will not be considered.</p> <p>iii) Document required for applying refund :</p> <ul style="list-style-type: none"> <li>• Original receipt of the Deposit</li> <li>• Copy of valid Identity document of the expectant mother</li> <li>• Identity document of the authorized person (if applicable)</li> <li>• Complete the form "Refund of Advance Deposit (Maternity Booking)" and duly signed by the expectant mother</li> </ul>	<p>i) Application for cancellation of the maternity booking can be raised not later than 2 weeks before the EDC. Please apply with :</p> <ul style="list-style-type: none"> <li>• The doctor's letter</li> <li>• Original receipt of the Deposit</li> <li>• Original "Confirmation Certificate on Delivery Booking"</li> <li>• Copy of the expectant mother's identity document submitted when applied for the maternity booking</li> <li>• Completed application form "申請退還產科預約分娩按金 (中國內地孕婦)" and duly signed by the expectant mother</li> <li>• Identity document of the authorized person (if applicable).</li> </ul> <p>ii) For delivery outside our Hospital before 38 weeks gestation, application for refund must be made within 3 months after delivery with evidencing document.</p> <p>iii) For the above circumstances, HK\$10,000 will be charged by the Hospital and HK\$28,000 will be refunded only.</p>
	<p>iv) Cash or cheque refund will only be issued to the expectant mother or the authorized person bearing her written authorization.</p> <p>v) If the Deposit has been made by a credit card/ China Union Pay Card, the refund will only be reimbursed back to the same card account.</p>	
Remarks	<p>i) Booking of Operation Theatre for elective caesarean delivery is on first come first served basis, independent of and separate from maternity booking.</p> <p>ii) Additional deposit HK\$30,000 will be required on admission for preterm delivery (&lt;34 weeks gestation).</p> <p>iii) Original receipt of Deposit is required on admission.</p>	<p>iii) Original "Confirmation Certificate on Delivery Booking" and original receipt of advance deposit are required on admission.</p> <p>iv) Handling fee required for re-issue of "Confirmation Certificate on Delivery Booking" and original receipt of Deposit.</p>