

Order Form



Thank you for your interest in this toolkit:

(Free Gift will be offered until 30 April 2021)

Item	Title	Price (HKD)	Qty	Amount (HKD)
1	Hong Kong Tax & Accounting Practical Toolkit:			
	■ Basic Package	3,000		
	■ Standard Package	8,000		
	■ Professional Package	15,000		
2	FREE Gift (please choose one free book):			
	■ The Hong Kong Company Secretary's Handbook (11th Edition)			
	■ Hong Kong Taxation and Tax Planning (19th Edition)			
3	Free Shipping to Hong Kong			
			TOTAL (HKD)	

How to order:

To order, please complete this form and return it to cecilia@pbookshop.com.

Please be assured that this is a secure transaction. Payment can be made upon receipt of books in good condition. Cheque on delivery (customers outside Hong Kong need to prepay). You may return any book that is damaged or defective and swap for a good one at no charge.

Free shipping to Hong Kong.

Customers from other countries will need to pay shipping surcharge (please ask us the exact amount for your country before placing order).

This is an official order confirmation. We do not accept cancellation.

Your delivery details:

(All information in below is compulsory to be provided for book delivery and invoicing)

Full Name: _____

Job Title: _____

Company Name: _____

Shipping Address: _____

Phone: _____ Fax: _____

E-mail: _____

When will your cheque be ready? (DD/MM/YYYY) _____

(Please notify us by email again when your cheque is ready, then we will arrange courier immediately)

Check this box if you do not want to receive future book newsletter

Payment Methods: (please check the box)

We will send you invoice by email within one day upon order confirmation.

- 1) **Cheque:** please make a cheque payable to "**Professional Bookshop Ltd**" and note the invoice no. at remark. Our courier will collect your cheque upon book delivery. Please leave your cheque at your reception if you are often not available to collect the book in office hours.
- 2) **Remittance / Bank Transfer:** please send us the payment proof by email before book delivery.

Name of Bank : BANK OF CHINA (HONG KONG) LIMITED

Bank Account No : 012-811-0-003715-4

Account Name : PROFESSIONAL BOOKSHOP LTD

Bank Address : The Open University of Hong Kong, 30 Good Shepherd Street, Ho Man Tin, Kowloon, Hong Kong

Swift Code : BKCHHKHH

- 3) **Credit card:** You will receive an email for online payment soon.

THANK YOU FOR YOUR BUSINESS!