

Payment Methods

(Please quote the Account Code for payment)

Cheque

- Payable to: **FRENCH INTERNATIONAL SCHOOL VICTOR SEGALEN ASSOCIATION LTD**
- Write down your «**Account Code**» (refer to your invoice) at the back of your cheque.
- Mail the crossed cheque to: 165 Blue Pool Road, Happy Valley, Hong Kong.

Direct Debit (Autopay)

Please download the form and instruction in the link below:

<https://www.fis.edu.hk/sites/default/files/directdebitauthorisationform.pdf>

Online banking:

1. Via HSBC Bill Payment (only applicable to HSBC customers)
2. Select **FRENCH INTERNATIONAL SCHOOL VICTOR SEGALEN ASSOCIATION LTD** from the Merchant list
NEW PAYEE
3. Quote your «**Account Code**» (refer to your invoice) on the Bill Payee Account Number.
4. Input the amount
5. Complete the transaction

Bank transfer:

A copy of the **bank receipt** must be sent to receivables@lfis.edu.hk. Otherwise, the transaction cannot be identified and the invoice remains outstanding. All incoming payments must contain full remitter name, address and account number. Please note that PO Box is not acceptable as address.

1. Bank: Standard Chartered Bank (Hong Kong) Limited
Name: French International School Victor Segalen Association Ltd
Bank Code: 003
Account Number: 447 17986201
Swift code: SCBLHKHXXX
2. Bank: Credit Agricole CIB, Hong Kong Branch
Name: French International School Victor Segalen Association Ltd
Bank Code: 005
Select one of the payment channel with your bank:
Account Number: 01612454108000 (**FPS or CHATS**)
Swift code: CRLYHKHH
3. Bank: HSBC
Name: French International School Victor Segalen Association Ltd
Bank Code: 004
Account Number: 808-310114-292
Swift Code: HSBCHKHH

The school will not be responsible for any bank charged incurred; therefore please make sure that you have paid enough to cover the bank charges and handling charges.