FOR OFFICIAL USE

INLAND REVENUE DEPARTMENT
EMPLOYER'S RETURN OF REMUNERATION AND PENSIONS
FOR THE YEAR ENDED 31 MARCH

(Insert the appropriate year in the box) ☐

☐ Additional

☐ Replacement of the form (sheet no. _____) submitted on _____ (DD/MM/YYYY)

("✓" one of the above boxes where applicable and fill in date & sheet no.)

Please provide a copy of the completed Form IR56B to your employee and retain a copy for reference.

1. Employer's File No. (as shown at the top left hand corner of the address box on Form BIR56A) ..... ☐ — ☐

   Name of Employer

   (The business name is required) _____ Sheet No. *(See Note 2)* ☐☐☐☐☐☐

2. Name of Employee or Pensioner *(See Note 1(a))*

Mr/Mrs/Ms/Miss # # (Delete whichever is inapplicable)	Surname	
	Given Name	
	Full Name in Chinese	

3. (*a*) H.K. Identity Card Number *(See Note 2(c))* ..... **(This field must be completed)** ➔ ☐☐☐☐☐☐☐☐ (☐)

   (*b*) Passport Number and place of issue (if Employee has no H.K. Identity Card) _____

4. Sex (Insert the appropriate code: M=Male, F=Female) ..... **(This box must be completed)** ➔ ☐

5. Marital Status (Insert the appropriate code: 1=Single/Widowed/Divorced/Living Apart, 2=Married)..... ☐

6. (*a*) If married, full name of spouse _____

   (*b*) Spouse's H.K. Identity Card Number/Passport Number and place of issue (if known) _____

7. Residential Address _____

8. Postal Address (if different from item 7 above) _____

9. (*a*) Capacity in which employed _____

   (*b*) If part time, the name of his/her principal employer (if known) _____

10. Period of employment for the year ..... ☐☐ ☐☐ ☐☐☐☐ (Day Month Year) to ☐☐ ☐☐ ☐☐☐☐ (Day Month Year)

11. Particulars of Income accruing during the period of employment per item 10 above *(See Note 3)*:-

	Particulars	Period							Amount (HK$) EXCLUDE CENTS
		Day	Month	Year		Day	Month	Year	
(*a*)	Salary/Wages				to				0 0
(*b*)	Leave Pay				to				0 0
(*c*)	Director's Fee				to				0 0
(*d*)	Commission/Fees *(See Note 4)*				to				0 0
(*e*)	Bonus *(See Note 5)*				to				0 0
(*f*)	Back Pay, Payment in Lieu of Notice, Terminal Awards or Gratuities *(See Note 6)*				to				0 0
(*g*)	Certain Payments from Retirement Schemes *(See Note 7)*				to				0 0
(*h*)	Salaries Tax paid by Employer				to				0 0
(*i*)	Education Benefits *(See Note 8)*				to				0 0
(*j*)	Gain realized under Share Option Scheme *(See Note 9)*				to				0 0
(*k*)	Any other Rewards, Allowances or Perquisites *(See Note 10)* Nature _____				to				0 0
(*l*)	Pensions *(See Note 11)*				to				0 0
								Total	0 0

12. Particulars of Place of Residence provided *(See Note 12)* (0=Not provided, 1=Provided)..... **(This box must be completed)** ➔ ☐

Address	Nature (*e.g.* House, Flat, Serviced Apartment, No. of Rooms in Hotel, etc.)	Period Provided		Rent Paid to Landlord by Employer (HK$)	Rent Paid to Landlord by Employee (HK$)	Rent Refunded to Employee by Employer (HK$)	Rent Paid to Employer by Employee (HK$)
		From	To				

13. Whether the employee was wholly or partly paid either in Hong Kong or elsewhere by a non-Hong Kong company (0=No, 1=Yes) **(This box must be completed)** ➔ ☐

    If yes, please state:

    Name of the non-Hong Kong company _____

    Address _____

    Amount (if known) (This amount must also be included in item 11 *(See Note 13)*) _____

14. Remarks *(See Note 12(b))* _____

Space for Employer's official chop

Signature (See Note 1(e)) _____

Designation _____

Date _____

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