FOR OFFICIAL USE

INLAND REVENUE DEPARTMENT

EMPLOYER'S RETURN OF REMUNERATION AND PENSIONS

FOR THE YEAR FROM 1 APRIL 2017 TO 31 MARCH 2018

☐ 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 from 1 April 2017 to 31 March 2018 ..... Day Month Year to Day Month Year

11. Particulars of Income accruing for the year from 1 April 2017 to 31 March 2018 *(See Note 3)*:-

	Particulars	Period							Amount (HK$) EXCLUDE CENTS
		Day	Month	Year		Day	Month	Year	
(*a*)	Salary/Wages				to				00
(*b*)	Leave Pay				to				00
(*c*)	Director's Fee				to				00
(*d*)	Commission/Fees *(See Note 4)*				to				00
(*e*)	Bonus *(See Note 5)*				to				00
(*f*)	Back Pay, Payment in Lieu of Notice, Terminal Awards or Gratuities *(See Note 6)*				to				00
(*g*)	Certain Payments from Retirement Schemes *(See Note 7)*				to				00
(*h*)	Salaries Tax paid by Employer				to				00
(*i*)	Education Benefits *(See Note 8)*				to				00
(*j*)	Gain realized under Share Option Scheme *(See Note 9)*				to				00
(*k*)	Any other Rewards, Allowances or Perquisites *(See Note 10)* Nature _____				to				00
(*l*)	Pensions *(See Note 11)*				to				00
								Total	00

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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