

3

**Part III Details of Contributions (applicable to existing employee)**  
**第三部分 供款資料 (適用於現有僱員)**

**Part III**

3

For e

No. 編號	Name of Employee 僱員姓名 <sup>Note 3</sup>	HKID Card / Passport No. 香港身份證/ 護照號碼	Relevant Income 有關入息 (HK\$)	Employer's Contributions 僱主供款		Employee's Contributions 僱員供款		Total (HK\$) 總計		Date of Termination (dd/mm/yyyy) 終止受僱日期 <sup>Note 4</sup> (日/月/年)
				(a) Mandatory Contributions 強制性供款 (HK\$)	(b) Voluntary Contributions 自願性供款 (HK\$)	(c) Mandatory Contributions 強制性供款 (HK\$)	(d) Voluntary Contributions 自願性供款 (HK\$)	(a) + (c) Mandatory Contributions 強制性供款 (HK\$)	(b) + (d) Voluntary Contributions 自願性供款 (HK\$)	
1	Chan Tai Man	Z987654(3)	4,000	200		0		200		15/12/2012
2	Ho Siu Ming	X112233(0)	0	0		0		0		
3										
4										
5										
6										
7										
8										
9										
10										
Sub-total: 小計										
				Contribution Surcharge (HK\$) (if applicable): 供款附加費 (HK\$) (如適用)						
				Sub-total: 小計				200		(ii)
				Total: 總計				1,700		(i) + (ii)

Payment Method: ☒ Attached Cheque No.: 123456 (cheque payable to "BEA (MPF) Industry Scheme")  
 付款方式 夾附支票編號 (支票書付「東亞(強積金)行業計劃」)  
☐ By cash  
 現金

**Notes**  
 註釋

- Please attach the "Member – Membership Application Form (Relevant Employee)" (TR40) in respect of those relevant employee(s) not yet enrolled in the scheme.  
若有關僱員未登記為強積金成員，請附上「成員-申請表格(一般僱員)」(TR40)。
- Employers' contributions shall count from the first day of employment while the employee is not required to make contributions for the first 30 days of employment and the first incomplete payroll cycle immediately following the 30-day contribution holiday (not applicable to casual employees).  
僱主必須從僱用期首日開始為僱員作出供款，但僱員則無須為僱用期首30日及在緊接該30日免供款期後開始的首個不完整工資期作出供款(不適用於臨時僱員)。
- Please fill in "0" in the relevant income field if the employee does not have any relevant income. (such as those on no-paid leave)  
沒有任何有關入息的僱員，請在有關入息一欄填上「0」。(如正支取無薪假期的僱員)
- The employer should submit the "Employer – Notice of Termination (Relevant Employee)" (TR105) and arrange the last payment of the contribution within the first 10<sup>th</sup> day of the following month after the employee terminated his employment.  
僱主應提交有關僱員的「僱主-終止受僱通知書(一般僱員)」(TR105)，及於下一個月首10天內將該離職僱員作出最後一期供款。

4

For and on behalf of  
 A & C Company  
 甲乙丙公司

*Ms Ding*

Authorized Signature(s)

Authorised Signature with Company Chop  
 授權簽署及公司印章

10/01/2013

Date (dd/mm/yyyy)  
 日期(日/月/年)

4