| Sincere Company | | | | Service Agreement | | | |
|--|--|----------------|---|---|-----------------------|---|--|
| | , | , | | | | | |
| For Official Use: - Co Ref no.: | |) | 70/7 | 0,12020 | EUEE N | 10/10/2020 | |
| | /10/2020 Immigration Date: | | | 0/2020 | EHEF No: | 10/10/2020 | |
| | 0/10/2020 1st Report Date: | | - | 0/2020 | 2nd Report date: | 10/10/2020 | |
| Visa Finished Date: 10 | /10/2020 Ticl | ket Date | : 10/10 | 0/2020 | Pickup Date: | 10/10/2020 | |
| Part 1 Application Info | rmation (IIII | | | Ш | Contract No.: (| +9213456456142) | |
| 1. Customer personal Ir | nformation (Ⅲ | <u> </u> | | | | | |
| FULL NAME(III):Mr/Ms | dfshsd f | hsdfh s | dfh dfsg Chines | e(<u> </u>) | dfshsd fhsdf | | |
| OCCUPATION (<u></u>): dfsh | sd fhsdfh sdfh | Н | KID (<u>∏</u> ∰sagsadg a | asd gas | d Nationality (|]): asdgasd | |
| DATE OF BIRTH (IIII): | 10/10/2020 | _ | PLACE OF BIRTH ([| <u> </u> | .0/2020 Sta | itus (<u>IIII</u>) asdgasd | |
| HOME ADDRESS(<u>□□</u>): | | | | ng addr | | | |
| Home Tel (<u>∏⊞</u> 9561264 | - | | | | dsgasd.ccsda MOB (∏ | <u>)</u> #956126415641561 | |
| 2. Employment history | _ | = | | | | | |
| Employer apply the app | | | | | | | |
| Expecting a new helpe | r arrive in HK(∏ |): c | lsfgsdfgsdfgdfgsd | g dgsdf | gdg | 1 | |
| CHANGE OR EXISTIN | G EMPLOYEE | HKID | OR PASSPORT | TERM | IINATE/FINISH DATE | EMPLOYER NAME | |
| | NAME | | (/) | | (□/□□) | (Ш) | |
| | / <u>)</u> | | | | | | |
| ☐ Replace | A. Kai V. aa | 1// | 21224567000 | | 10/10/2020 | A. Kai V. aa | |
| * Exist/ Replace | Au Kai Yuen | | 1234567890 | | 10/10/2020 | Au Kai Yuen | |
| * Exist/ Replace | Au Kai Yuen | | 1234567890 | | 10/10/2020 | Au Kai Yuen | |
| * Exist/ Replace | Au Kai Yuen | | 1234567890 | | 10/10/2020 | Au Kai Yuen | |
| * Exist/ Replace | Au Kai Yuen | | 1234567890 | | 10/10/2020 | Au Kai Yuen | |
| 3. EMPLOYER'S FAMILY | | | Date of Birth([| | HVID Num | mbor/(TTTT) | |
| Name(∏) 1/ Xavier Au Kai Yuen | Relationship | | 10/11/2020 | | | nber(IIII) | |
| 2/ Xavier Au Kai Yuen | sdgsdag s | | | | asdfgasdgasdgasdgasd | | |
| | sdgsdag s | | 10/11/2020 | _ | asdfgasdgasdgasdgasd | | |
| 3/ Xavier Au Kai Yuen | sdgsdag s | | 10/11/2020 | - | | asdfgasdgasdgasdgasd asdfgasdgasdgasdgasd | |
| 4/ Xavier Au Kai Yuen 5/ Xavier Au Kai Yuen | sdgsdag s | | 10/11/2020 10/11/2020 | - | | | |
| - | sdgsdag s g | | | - | asdfgasdgasdgasdgasd | | |
| | [6/ Xavier Au Kai Yuen sdgsdag s g 10/11/2020 asdfgasdgasdgasdgasdgasdgasdgasdgasdgasdgasd | | | | | | |
| () Adults(<u></u>) - Dis | | | | | - | <u>/</u> · | |
| () 5-18 Children [| <u>∏</u> , () Expec | ting Bak | oies (IIIII) | | | | |
| Special easdg asd | g sag asg s g gad | | | | | | |
| 4. Employer's Accommo | | | 7 | | | | |
| Accommodation 🛗: | | | | - | | | |
| Dayoff Arrangement [] | Sunday Holiday([| ∏∰)We | ekday Holiday (⊞∰ | l , Arrang | ement by Employer ([[| <u> </u> | |
| Do you mind provide your | accommodation | picture f | or helpers THINES | .N: | 0 [[[| | |
| 5. Selected Applicant [] | | | | | | | |
| FULLNAME([[[]]):Mr/Ms. | 10/2 | 10/2020 | | (ID (<u> </u>) | 10/10/2020 Natio | nality(<u> </u>) 10/10/2020 | |
| DATE OF | | ACE OF | | tatus (П | Loc 10/10/2020 | cal Tel | |
| BIRTH ():10/10/3 | | RTH (<u>∏</u> | | | | ([[]])10/10/2020 | |
| Passport No ().: HOME ADDRESS([TTT]): | 10/10/2020 | sdfa sd | Issued Date ($$)1 hdsfh sdfh sd hsd h | | | ace [[[]]] 10/10/2020 [el ([]]]): 66281556 | |

| Part 2 <u>!: Customer's signing</u> d | locument for copy (11)11- | asdgs adgas dg asd gasd gas gsdg |
|---|-----------------------------------|----------------------------------|
| i art <u>a _{in}c</u> ustomer s signing u | iocament for copy (1713 | asags augus ug asu gasu gas gsug |
| | | |
| | | |
| | | □ |
| | | |
| | | |
| ☐: ☐IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII | plained to me and I understand ar | nd |
| agree to all terms and conditions. Company Chop [[[]]] | Staff in charge []]: Date []: | Customer's signature [[[]]: |

Part 3: Customer's Record receipt and Processing Timetable ([[]]]

| IIIII: | |
|--|---|
| Service Agreement Copy (Part 1 to Part 3) [[[] [] [] [] 3 []) | Expedite Letter Copy |
| Personal Information Collection Statement Copy | Authorization Letter Copy |
| Assist Employer for applying Overseas Domestic Helper, Insure Form Copy | Selected Applicant's Biodata Copy |
| Consulate: Indo/Bang/Sri Lanka of Letter of Guarantee Copy III: III/IIII IIIII III III | Selected Applicant's Passport & HKID Copy |
| ID407 Signed Blank Contract Copy ID407 IIIII III | Provided my Accommodation Picture Copy |
| ID988B Signing Immigration Form Copy IIIII ID988B II | Other Document(<u> </u> <u>)</u>): |

Processing Timetable (IIII)

| | Application flowchart (Applicants in possession of passports | | | | |
|---|--|---|-----------------------------------|--|--|
| | | | Estimate Time | | |
| | Step 1 | Contact the overseas agency and applicant to affirm the details, and to schedule medical examinations. | Around 21 Days | | |
| ш | Step 2 | Medical Examinations (pass / fail)(/) | Around 7 Days | | |
| Ш | Step 3 | Submit the Contract in Consulate(Customer *Normal Document / Watch List: Meeting Date) [[] *[] *[] / [] : [] : [] | Around 7-21 Days | | |
| | Step 4 | Submit the Document to HK Immigration Department [[[]]] | Around 3 Days | | |
| Ш | Step 5 | Visa Approval from HK Immigration Department (Customer *Normal Procedure 6-8 weeks / subside document 8-12 weeks or more) | Around 45-60 Days | | |
| | Step 6 | Sent out the Visa by Courier (Time) (*NIL for Finished contract helper) | Around 5-15 Days | | |
| Ш | Step 7 | Process helper's exit Document from original Country (*Philippine Helper must apply the document from Consulate before Leaving Hong Kong) | Around 15-45 Days [15 [45 [] | | |
| | Step 8 | To be finished the exit document, then arrange the ticket to Hong Kong [[]], [[]] | Around 5-14 Days | | |
| Ш | Step 9 | Helpers arrive in Hong Kong, arrange them to join welcoming program at consulate. (Compulsory) | Around 5-14 Days | | |
| Ш | Step 10 | Employer can pick up the helper with 1-day notice (pickup time: MTR Station: 4-7pm, Office: Office hours) | Before 1day / 1 Ⅲ | | |

Declaration <u>□</u>: I acknowledge receipt of the Original of the Standard Employment Contract.

l acknowledge having been briefed my rights and obligations under the Standard Employment Contract, Employment Ordinance and Immigration Ordinance.

I acknowledge having been reminded to take out suitable employees' compensation insurance for my FDH as required under the Employees'
Compensation Ordinance and my obligation under Clause 9 of the Standard Employment Contract in relation to medical expenses of my FDH
I acknowledge receipt of the publicity materials relating to FDHs' rights and benefits as well as relevant sample; Out of stock from HK Labor Dept. all
information please check from website: http://www.fdh.labour.gov.hk

_____<<___>>_<<____>

http://www.fdh.labour.gov.hk.

| Company stamp (TTT) | Employee in charge IIII: | Customer signature IIII: |
|---------------------|--------------------------|--------------------------|
| Company stamp IIII | Date <u></u> : | Date <u> </u> : |

Mong Kok Office: Tsuen Wan Office (Main Office): Causeway Bay Office:

Rm 1512, 15/F., No. 655 Nathan Rd., Mong Kok \square \square 655 \square 15 \square 1512 \square

Tel: 2381 1199 Fax: 2381 1398 $\text{Rm 1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{264-298}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12/F., Nam Fung Ctr., 264-298 Castle Peak Rd., TW}} \; \underline{ \text{1231 12.000000000000000000000000000000$

 $Rm~606~6/F~Progress~Comm.~BLDG.,~7-17~Irving~St.~CWB~\underline{\square}\\ 7-17~\underline{\square}\\ 7-17~\underline{\square}\\ 6~\underline{\square}~606~\underline{\square}\\ el:~2115~9923~Fax:~3743~4552~\underline{\square}\\ 1000~\underline{\square}\\ 1000~\underline{\square$