



**INLAND REVENUE DEPARTMENT
STAMP OFFICE**

1/F, Inland Revenue Centre, 5 Concorde Road,
Kai Tak, Kowloon, Hong Kong.
Tel. No.: 2594 3202 Web site: www.ird.gov.hk
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FOR OFFICIAL USE

**Agreement / Assignment / Tenancy Agreement
Application for Remission of Penalty for Late Stamping**

I / We hereby apply for remission of penalty for late stamping of the following instrument:

Type of Instrument : Agreement Assignment Tenancy Agreement

 Other (please specify) _____

Instrument Ref. No. : _____

Property address : _____

Instrument Execution Date : _____

Date of Provisional Agreement /
Instruction for Sale : _____ (If applicable)

Consideration : \$ _____ (If applicable)

**Please provide short and precise reasons for delay in presenting the instrument for stamping:-
(Attach supporting documents, if applicable)**

Signature of Applicant : _____ Date : _____

Name of Applicant : _____ HKIC / BR / Passport No.* : _____

Capacity : Legal Representative Purchaser Landlord Tenant

 Others (please specify) _____

Postal Address : _____

Telephone No: _____ Fax No : _____

please ✓ where applicable *Delete whichever is inapplicable