

修訂表格，更正 \_\_\_\_ 年 \_\_\_\_ 月 \_\_\_\_ 日提交的表格

Replacement - correcting the form submitted on \_\_\_\_\_ (DD/MM/YYYY)

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檔案號碼 File No.: \_\_\_\_\_

**稅務局**

香港九龍啟德協調道 5 號  
稅務中心  
香港郵政總局郵箱 132 號

傳真: 2519 9316

**Inland Revenue Department**

Inland Revenue Centre, 5 Concorde Road,  
Kai Tak, Kowloon, Hong Kong  
G.P.O. Box 132, Hong Kong

Fax No.: 2519 9316

如需進一步資料，請瀏覽本局網頁 [www.ird.gov.hk](http://www.ird.gov.hk) :  
> 稅務資料 - 個別人士 / 公司業務 > 個別人士 > 非居港個人須知

For more information, please visit IRD website [www.ird.gov.hk](http://www.ird.gov.hk) :  
> Tax Information - Individuals / Businesses > Individuals > What you need to know as a Non-resident individual

請填妥此表格一式兩份提交本局 Please complete and submit this form in duplicate

**來港服務的非居港個人的收入通知書**

**Notification of Income Received by Non-resident Individuals Rendering Services in Hong Kong**

1. 於香港提供服務的非居港個人的資料 :-  
Particulars of the non-resident individual rendering services in Hong Kong :-

姓名 Name	姓 Surname						<input type="checkbox"/> 男 Male	<input type="checkbox"/> 女 Female
	名 Name							
服務身分 Capacity engaged	<input type="checkbox"/> 非僱員 Non Employee	<input type="checkbox"/> 調解員 Arbitrator	<input type="checkbox"/> 顧問 Consultant	<input type="checkbox"/> 律師 Counsel	<input type="checkbox"/> 講師 Lecturer	<input type="checkbox"/> 其他 (請說明) Others (please specify)		
	<input type="checkbox"/> 僱員* Employee *	僱主名稱 Name of employer						
		商業登記號碼 / 僱主檔案號碼 (如知悉) Business Registration No. / Employer's File No. (if known)						
旅行證件類別 Travel document type				旅行證件號碼 Travel document number				
國籍 Nationality				出生日期 (日/月/年) Date of birth (DD/MM/YYYY)				
聯絡電話號碼 Contact phone number				電郵地址 Email address				
香港通訊地址 (如有) Hong Kong postal address (if any)								
海外通訊地址 Overseas postal address								
抵港日期 (日/月/年) Date of arrival (DD/MM/YYYY)				離港日期 (日/月/年) Date of departure (DD/MM/YYYY)				

2. 服務及酬金的資料 :- #  
Particulars of the services and income :- #

合約服務詳情 Description of services contracted					
合約款項總額 Total contract sum			合約期間 Contract period		
歸因於香港服務的合約款項總額 Total contract sum attributable to services rendered in Hong Kong					
計算方法 (如知悉) Basis of computation (if known)					
截至 ____ 年 3 月 31 日止的財政年度內你已收取或將收取款項為 _____ 元 Total amount of HK\$ _____ received or expected to be received by you in the fiscal year ended 31 March _____.					

3. 列明已收取或將收取款項的日期、該等款項所包括的期間、你逗留在香港的期間及款項數額。 #  
Please state the dates, periods covered, periods you stayed in Hong Kong and amounts received or expected to be received by you. #

收款日期 Date of receipt	包括的期間 Period covered	逗留在香港的期間 Period stayed in Hong Kong	應收款項 Gross amount receivable	減：預扣稅款 (如有) Less: Amount deducted for tax payment (if any)	收款淨值 Net amount received or receivable

4. 付款人/服務合約另一方的資料 :-  
Particulars of the payer / contracting party :-

付款人的名稱 Name of payer			
通訊地址 Postal address			
聯絡電話號碼 Contact phone number		電郵地址 Email address	
商業登記號碼 / 香港身分證號碼 / 僱主檔案號碼 (如知悉) Business Registration No. / HK Identity Card No. / Employer's File No. (if known)			

若付款人不是服務合約另一方，請提供服務合約另一方的資料 :-  
If the payer is not the contracting party, please provide the particulars of the contracting party :-

服務合約另一方的名稱 Name of contracting party			
通訊地址 Postal address			
聯絡電話號碼 Contact phone number		電郵地址 Email address	
商業登記號碼 / 香港身分證號碼 / 僱主檔案號碼 (如知悉) Business Registration No. / HK Identity Card No. / Employer's File No. (if known)			

5. 你所簽訂的有關服務合約副本是否已隨此表格一同提交? (如未能提交此文件，請解釋原因。)  
State whether a copy of the relevant service contract signed by you is attached (if not attached, please state the reason).

<input type="checkbox"/> 是 Yes	(請在合約副本寫上付款人的僱主檔案號碼/商業登記號碼，如知悉) (On the copy of contract, please quote the payer's Employer's File No. / Business Registration No., if known).
<input type="checkbox"/> 否 No,	理由 Reason :

6. 說明稅款是否由付款人負擔  
State whether the tax is borne by the payer  是 Yes  否 No

7. 如你之前曾在香港繳付薪俸稅或利得稅，請說明你在本局的檔案號碼  
If you have previously been assessed to Hong Kong salaries tax or profits tax, state your previous File No. with the Department \_\_\_\_\_

簽署:  
Signature: \_\_\_\_\_

姓名:  
Name: \_\_\_\_\_

日期:  
Date: \_\_\_\_\_

請在適當空格內加上「✓」號 Please tick the appropriate box

- \* 如是僱員，你只須填寫此表格的第 1 至 3 項目。
- \* For employees, you only need to complete item 1 to item 3.

# 如該項資料有任何變更，請重新提交另一份表格 IR623R，並於表格首頁左上方「修訂」一欄填上先前提交的表格日期。  
# If there is any change to the information for this item, please submit Form IR623R afresh and provide the date of the form previously submitted in the "Replacement" box at the top left hand corner on the front page.

你必須提供本表格所要求的個人資料。若你不提供所需資料，你的通知將不獲受理。本局會把你提供的資料，用於施行本局專責執行的法例。本局並可在法律授權或准許的情況下，向任何其他人士或機構披露/轉移該等資料的任何或全部內容。你有權要求查閱及改正你的個人資料，但屬《個人資料(私隱)條例》豁免披露的情況除外。如欲查閱或改正個人資料，請致函評稅主任(地址為香港郵政總局郵箱 132 號)，同時請註明你於本局的檔案號碼。

It is obligatory for you to supply the personal data as required by this form. If you fail to supply the required information, your notification will not be accepted for processing. The Department will use the information provided by you for the purposes of the Ordinances administered by it and may disclose/transfer any or all of such information to any other parties provided that the disclosure/transfer is authorized or permitted by law. Except where there is an exemption provided under the Personal Data (Privacy) Ordinance, you have the right to request access to and correction of your personal data. You should send such request in writing to the Assessor at GPO Box 132, Hong Kong and quote your file number in this Department.