



稅務局  
印花稅署  
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INLAND REVENUE DEPARTMENT  
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## 物業文書 - 申請加蓋印花簡報表

### Property Document – Summary of Stamping Application(s)

律師行名稱 Name of Solicitor's firm: \_\_\_\_\_

聯絡人名稱 Name of Contact Person: \_\_\_\_\_

聯絡電話 Contact Telephone No.: \_\_\_\_\_

傳真號碼 Fax No.: \_\_\_\_\_

請填寫 (A) 或 (B):-  
Please complete either (A) or (B):-

| 文書類別 Nature of Instrument  | 呈交文件數目 No. of Documents Presented |   |
|--|-----------------------------------|---|
|  | 只有申請表<br>Application form only    | 申請書連同文書正本<br>Application form plus<br>original instrument |
| <b>(A) 適用於提交一批相同類別的申請 For same type of applications in 1 batch</b>               |                                   |   |
| 1. 首次加蓋印花 Initial Stamping<br>(a) 樓契 Assignment<br>(b) 買賣合約 Agreement            |                                   |   |
| 2. 支付已獲准延期的印花稅<br>Payment of Deferred Stamp Duty                                 |                                   |   |
| 3. 其後的買賣合約 / 樓契<br>Subsequent Agreement / Assignment<br>(定額印花稅 Fixed Duty \$100) |                                   |   |
| 4. 提名書 Nomination  |                                   |   |
| 5. 補充協議 Supplemental Agreement   |                                   |   |
| <b>(B) 適用於同一交易多份申請 For multiple applications of 1 single transaction</b>         |                                   |   |
| 1. 首次加蓋印花 Initial Stamping<br>(a) 買賣合約 Agreement<br>(b) 延期申請 Defer Application   |                                   |   |
| 2. 支付已獲准延期的印花稅<br>Payment of Deferred Stamp Duty                                 |                                   |   |
| 3. 其後的買賣合約 / 樓契<br>Subsequent Agreement / Assignment<br>(定額印花稅 Fixed Duty \$100) |                                   |   |
| 4. 提名書 Nomination  |                                   |   |
| 5. 補充協議 Supplemental Agreement   |                                   |   |