

Inland Revenue Department Notice

Change of Postal Address of Employer

The Inland Revenue Department will issue the “Employer’s Return of Remuneration and Pensions” (BIR56A) on 2 April 2024. If your company has changed the **postal address** and not yet informed the Department, please complete and return the following notification immediately.

TAM Tai-pang
Commissioner of Inland Revenue

Notification of Change of Address

Employer’s File No.: _____

To : The Commissioner of Inland Revenue
P.O. Box 6068, General Post Office, Hong Kong (Fax No.: 2519 9316)

Please update the postal address for the Employer’s file of the company as shown below:

Name of Business: _____

New Postal Address: _____

Company Chop: _____

Date: _____ Signature: _____

Daytime Contact Tel. No.: _____ Name of Signatory: _____

E-mail Address: _____ Designation*: _____

*The form must be signed by the Proprietor of a sole proprietorship business, Precedent Partner of a partnership business, Company Secretary / Manager / Director / Investment Manager (only applicable to a corporation that is an open-ended fund company) / Provisional Liquidator / Liquidator of a corporation, Principal Officer of a body of persons or Agent of a non-resident person.