

If so, you must inform the Inland Revenue Department!

Taxpayers are required by law to report any change of address to the Inland Revenue Department within 1 month of the date of change. To inform the Department of your new address, simply fill in the details below and send the notification to -

THE COMMISSIONER OF INLAND REVENUE
P.O. BOX 6068, General Post Office, Hong Kong

or By fax : 2519 9316

or By email : taxctr1@ird.gov.hk / taxctr2@ird.gov.hk

If you have opened an eTAX – Individual Tax Portal (ITP) Account with the Department, you can inform us of your new postal address through your ITP Account. For further details of notifying change of postal address, you may visit our website at **www.ird.gov.hk/eng/tax/ind_nca.htm**.

You can also inform the Department of your new postal address in advance by completing the notification below, but please remember to fill in the effective date.

CHAN Sze-wai, Benjamin
Commissioner of Inland Revenue

NOTIFICATION OF CHANGE OF ADDRESS

[illegible]

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

- Please update my postal address as shown below :

Postal Address

With effect from

		/			/				
(day)			(month)			(year)			

(Note: For advance notification, please fill in the effective date.)

- I am a salary earner / property owner / sole proprietor*, with particulars as follows (where applicable) :

Hong Kong Identity Card No.

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Full Name of Present Employer _____

Property Address _____

Business Address

Daytime Contact Tel. No. _____

Signature _____
(Same signature as used in tax returns)

Date _____

Full Name

* Delete whichever is inapplicable