

# INLAND REVENUE DEPARTMENT NOTICE

## FILE YOUR TAX RETURN ON TIME

The 2025/26 tax returns for individuals were issued on 4 May 2026. Taxpayers must submit completed and signed returns to the Inland Revenue Department (IRD) within 1 month of issue, by 4 June 2026. For sole proprietors, returns must be filed within 3 months, i.e. on or before 4 August 2026.

**E-filing made easy!** Submit your tax returns online via eTAX - Individual Tax Portal (ITP) to get a 1-month automatic extension.

- Sole-proprietors: Deadline extended to 4 September 2026.
- Other taxpayers: Deadline extended to 4 July 2026.

For any questions regarding ITP Account, please contact the IRD's enquiry hotline at 183 2011.

If you did not receive a tax return due to a change in correspondence address, you can request a duplicate tax return or update your address via the following means:

- (1) For ITP user, use the "Change of Correspondence Address" service under "User Profile" and the "Obtain Paper Return" service under "Tax Matters > Individual Tax > Filing of Tax Return – Individuals";
- (2) Complete the form at the lower portion of this notice and send it to the IRD by fax or by post; or
- (3) Visit the Central Enquiry Counter in person at G/F, Inland Revenue Centre, 5 Concorde Road, Kai Tak, Kowloon.

If you wish to request a duplicate tax return to be mailed to the postal address on your file, you may:

- (1) Apply via the IRD website (www.ird.gov.hk > Electronic Services > Obtaining Duplicate Tax Return for Individuals);
- (2) Call the IRD's hotline 187 8022 during office hours; or
- (3) Complete the form at the lower portion of this notice and send it to the IRD by fax or by post.

**E-filing through your ITP account is more efficient, saving the need to request duplicate tax returns, as you can complete your filing online.**

CHAN Sze-wai Benjamin  
Commissioner of Inland Revenue



### Request for duplicate tax return / Notification of change of postal address

To: The Commissioner of Inland Revenue  
GPO Box 132, Hong Kong  
(Fax No.: 2877 1232)

Name: \_\_\_\_\_ HK Identity Card No.: \_\_\_\_\_  
File No.: \_\_\_\_\_ Day-time Tel. No.: \_\_\_\_\_

[Please tick the appropriate box(es)]

- Please issue a duplicate 2025/26 tax return for individuals to me  
 Please update my postal address to: \_\_\_\_\_

Signature: \_\_\_\_\_

(Same signature as used in tax returns/past correspondence)

Date: \_\_\_\_\_