

**INLAND REVENUE DEPARTMENT**  
**EMPLOYER'S RETURN OF REMUNERATION AND PENSIONS**  
**FOR THE YEAR FROM 1 APRIL 2020 TO 31 MARCH 2021**

FOR OFFICIAL USE

- Additional - reporting additional income in respect of the same employee  
 Replacement - correcting the form (sheet no. \_\_\_\_\_) submitted on \_\_\_\_\_ (DD/MM/YYYY) ("✓" one of the above boxes where applicable and fill in date & sheet no.)

Read Notes and Instructions for Form IR56B on our web site www.ird.gov.hk for details on how to complete this form.

1. Employer's File No. (as shown at the top left hand corner of the address box on Form BIR56A) .....

Name of Employer (The business name is required) \_\_\_\_\_ Sheet No. (See Note 2)

2. Name of Employee or Pensioner (See Note 1(a))

|  |                      |                      |
|--|----------------------|----------------------|
| Mr/Mrs/Ms/Miss #<br># (Delete whichever is inapplicable) | Surname              | <input type="text"/> |
|  | Given Name           | <input type="text"/> |
|  | Full Name in Chinese | <input type="text"/> |

3. (a) H.K. Identity Card Number (See Note 2(c)) ..... (This field must be completed) →  (  )

(b) Passport Number and place of issue (if Employee has no H.K. Identity Card) \_\_\_\_\_

4. Sex (M=Male, F=Female) ..... (This box must be completed) →

5. Marital Status (1=Single/Widowed/Divorced/Living Apart, 2=Married).....

(a) If married, full name of spouse \_\_\_\_\_

(b) Spouse's H.K. Identity Card Number/Passport Number and place of issue (if known) \_\_\_\_\_

7. Residential Address \_\_\_\_\_

8. Postal Address (if different from item 7 above) \_\_\_\_\_

9. Capacity in which employed \_\_\_\_\_

10. Period of employment for the year from 1 April 2020 to 31 March 2021 .....  Day  Month  Year to  Day  Month  Year

11. Particulars of Income accruing for the year from 1 April 2020 to 31 March 2021 (See Note 3):-

| Particulars   | Period (DD/MM/YYYY) |    | Amount (HK\$) (EXCLUDE CENTS) |  |  |  |  |    |
|---|---------------------|----|-------------------------------|--|--|--|--|----|
|   | to                  | to |                               |  |  |  |  |    |
| (a) Salary/Wages  |                     |    |                               |  |  |  |  | 00 |
| (b) Leave Pay   |                     |    |                               |  |  |  |  | 00 |
| (c) Director's Fee  |                     |    |                               |  |  |  |  | 00 |
| (d) Commission/Fees (See Note 4)  |                     |    |                               |  |  |  |  | 00 |
| (e) Bonus (See Note 5)  |                     |    |                               |  |  |  |  | 00 |
| (f) Back Pay, Payment in Lieu of Notice, Terminal Awards or Gratuities (See Note 6) |                     |    |                               |  |  |  |  | 00 |
| (g) Certain Payments from Retirement Schemes (See Note 7)                           |                     |    |                               |  |  |  |  | 00 |
| (h) Salaries Tax paid by Employer   |                     |    |                               |  |  |  |  | 00 |
| (i) Education Benefits (See Note 8)   |                     |    |                               |  |  |  |  | 00 |
| (j) Gain realized under Share Option Scheme (See Note 9)                            |                     |    |                               |  |  |  |  | 00 |
| (k) Any other Rewards, Allowances or Perquisites (See Note 10)<br>Nature _____      |                     |    |                               |  |  |  |  | 00 |
| (l) Pensions (See Note 11)  |                     |    |                               |  |  |  |  | 00 |
| Total   |                     |    |                               |  |  |  |  | 00 |

12. Particulars of Place of Residence provided (See Note 12) (0=Not provided, 1=Provided) ..... (This box must be completed) →

| Address | Nature (e.g. House, Flat, Serviced Apartment, No. of Rooms in Hotel, etc.) | Period Provided |    | Rent Paid to Landlord by Employer (HK\$) | Rent Paid to Landlord by Employee (HK\$) | Rent Refunded to Employer by Employee (HK\$) | Rent Paid to Employer by Employee (HK\$) |
|---------|--|-----------------|----|--|--|--|--|
|         |  | From            | To |  |  |  |  |
|         |  |                 |    |  |  |  |  |
|         |  |                 |    |  |  |  |  |

13. Whether the employee was wholly or partly paid either in Hong Kong or elsewhere by a non-Hong Kong company (0=No, 1=Yes)  
 If yes, please state: \_\_\_\_\_ (This box must be completed) →

Name of the non-Hong Kong company \_\_\_\_\_

Address \_\_\_\_\_

Amount (if known) (This amount must also be included in item 11 (See Note 13)) \_\_\_\_\_

14. Remarks (See Note 12(b)) \_\_\_\_\_

Signature (See Note 1(e)) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Designation \_\_\_\_\_  
 Date \_\_\_\_\_

Space for Employer's official chop