

INLAND REVENUE DEPARTMENT NOTICE
EMPLOYER'S RETURN OF REMUNERATION AND PENSIONS
FOR THE YEAR ENDED 31 MARCH 2016

Employer's Returns of Remuneration and Pensions (Form BIR56A) were issued on 1 April 2016. Employers are required to complete and return the form to the Inland Revenue Department WITHIN ONE MONTH together with the Form IR56B for the relevant employees. Employers can also file the returns via the Internet through the e-filing service for Employer's Returns under eTAX. Please visit our website www.ird.gov.hk/eng/tax/err.htm for details.

If you are an employer and have employed staff during the year ended 31 March 2016 but have not yet received a Form BIR56A from the Department, you may obtain this form by the following means:

- (1) Complete the request form below and send it to the Commissioner of Inland Revenue, GPO Box 132, Hong Kong or by fax at 2877 1232;
- (2) Telephone the 24-hour Interactive Enquiry Service at 187 8022; or
- (3) Call in person at the Department's Central Enquiry Counter, 1/F, Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong.

For further information, please visit our web site: www.ird.gov.hk

WONG Kuen-fai
Commissioner of Inland Revenue

REQUEST FOR EMPLOYER'S RETURN (FORM BIR56A)
FOR THE YEAR ENDED 31 MARCH 2016

To: The Commissioner of Inland Revenue

IRD Fax No. 2877 1232

File No. (if any): _____

I, _____, am the *proprietor / partner / director / manager / company secretary / liquidator/ principal officer of the following business and would like to obtain a Form BIR56A for the year ended 31 March 2016.

Name of Business: _____

** Business Registration Number:

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Postal Address: _____

Business Address: _____

Day-time Contact Tel. No.: _____ Fax No.: _____

Signature: _____ Date: _____

* Delete whichever is inapplicable.

** A copy of the incorporation / registration documents for a body of persons without business registration should be supplied for reference.