



收入證明書

兒童姓名：_____

茲證明_____ (香港身份証號碼：_____) 為本公司職員，現職_____。其最近 12 個月期間(_____ 年 _____ 月至 _____ 年 _____ 月)之薪金、津貼及其他收入每月為港幣_____。

僱主簽署及公司印章

聯絡電話

日期

備註：

1. 此證明書只適用於受薪行業而沒法提出糧單、稅單、領取薪金的銀行自動轉帳紀錄或其他收入證明人士，但不適用於獨立或合資經營業務人士。
2. 以上資料需由僱主填寫。請填寫該職員最近 12 個月期間之每月平均收入(包括僱員公積金或強積金供款)。如有塗改，請僱主在旁加簽。

Income Certificate

Name of Child: _____

This is to certify that _____ (HKID No.: _____) is employed as the position _____ in this company. His average monthly salary and allowance and other income during the recent 12 months (i.e. period from _____ mm/yy to _____ mm/yy) is HK\$ _____ per month.

Signature of Employer
with Company Chop

Contact Tel. No.

Date

Remarks:

1. This certificate is only for those who are employed but cannot produce salary statement, taxation documents, bank statement showing payment of salary or other income proofs but not applicable to sole proprietor or partner of partnership business.
2. The above information should be completed by Employer. Please provide the average monthly income of the staff during the recent 12 months. Employer's initial is required against any amendment.