**Specimen**

**樣本**

|  |  |  |  |
| --- | --- | --- | --- |
| Details of Job-seeker求職者資料 | Details of Employer 僱主資料 | Date of Employment受僱日期 | Commission received from job-seeker (must not be more than 10% of the job-seeker’s first-month’s wages received for each successful job placement)(if no commission is charged, please indicate “NIL”)向求職者收取的佣金(就每一宗成功介紹而言，不得多於求職者覓得職位後收取的第一個月工資的百分之十)(如無收取任何費用，請填「無」) |
| Name姓名 | Address and Contact Tel No. / Email address地址及聯絡電話號碼 /電郵地址 | HKID Card No. (in case of a non-resident, passport no. and citizenship)香港身分證號碼(如非香港居民，其護照號碼及國籍) | Name姓名或名稱 | Address and Contact Tel No. / Email address地址及聯絡電話號碼 / 電郵地址 | (Please keep copies of written receipts for Labour Department’s inspection)(請保留書面收據副本以供勞工處查閱) |
| Commission佣金 | Receipt No. 收據號碼 | Date日期 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |