

EMPLOYMENT ORDINANCE, CAP. 57
僱傭條例(香港法例第 57 章)

APPLICATION FOR LONG SERVICE PAYMENT
BY FAMILY MEMBERS OF A DECEASED EMPLOYEE
已故僱員的家屬申請長期服務金通知書

To: _____
致 (Name of employer/company) (僱主／公司名稱)

Address of employer/company (僱主／公司地址)

Pursuant to Section 31RA of the Employment Ordinance, I wish to apply for long service payment:
本人根據僱傭條例第 31RA 條的規定申請長期服務金

I. Particulars of the deceased employee (已故僱員資料)

Name (姓名): _____

Hong Kong Identity Card No. (香港身份證號碼): _____

Sex (性別): _____ Age (年齡): _____

II. Particulars of the applicant (申請人資料)

Name (姓名): _____

Hong Kong Identity Card No. (香港身份證號碼): _____

Sex (性別): _____ Age (年齡): _____

Address (地址): _____

Relationship with the deceased (與死者關係): _____

III. Supporting documents (Copy must be attached to this application) 證明文件(副本必須隨本申請書遞交)

- * ☐ Marriage Certificate (結婚證明書)
- ☐ Birth Certificate (出生證明書)
- ☐ Other documentary evidence. Please specify _____
其他證明文件。請說明文件種類

I declare that, to the best of my knowledge, apart from myself the deceased is survived by the following family members:

本人謹此聲明，據我所知，除本人外，死者尚有下列家屬

- * ☐ Spouse (配偶) No. of persons (人數) _____
- ☐ Children (子女) No. of persons (人數) _____
- ☐ Parent (父母) No. of persons (人數) _____

Signature of applicant (申請人簽署): _____

* Tick as appropriate.
請在適當方格加上「✓」號。

Date (日期): _____