

MINOR EMPLOYMENT CLAIMS ADJUDICATION BOARD ORDINANCE
(Chapter 453)

小額薪酬索償仲裁處條例(香港法例第 453 章)

FORM OF CLAIM

申索書

(title as in Form 1)

(標題部份如表格一所示)

Claim No. :

申索書編號:

TO THE DEFENDANT,

致 被 告 人 :

The claimant claims the amount of

申索人現向你申索的款額為 \$ _____ ,

particulars of the grounds for which and the manner in which it is calculated are set out as follows:

他所根據的理由及計算方法如下:

(a) 1. The grounds for the claim are:

(註甲) 申索的理由為:

(b) 2. The amount of claim is calculated as follows:

(註乙) 申索款額的計算方法如下:

Dated this :

日期: _____

(c) (Signature of Claimant)

(註丙) (申索人簽署)

Filed this :

存案日期: _____

Registrar

案 務 主 任

L.S.

(加蓋封印處)

Note : (a) Set out sufficient particulars to inform the defendant of the grounds for the claim.

註 : (甲) 列明詳情,以便被告人知道申索的理由。

(b) Set out in full the manner in which the amount of claim is calculated.

(乙) 詳列申索款額的計算方法。

(c) This claim must be signed by each claimant or person represented.

(丙) 每一申索人或由他人代表者均須簽署本申索書。