

Financial Assistance Scheme for Post-secondary Students (2021/22)

Self-written Income Statement

If you worked for more than one occupation from 1.4.2020 to 31.3.2021,
please specify the job post, employer, working place and working period of each occupation.
(Please see SAMPLE at Appendix V of Part III of Guidance Notes)

Name of family member:

Job post :

Full / Part-time :

Employer:

Working place:

Working period:

Income Details

Salary (Including payment in lieu of notice, but excluding MPF contribution and severance payment)

- Please fill "\$0" or indicate unemployed if you do not have income for the month.
- In general, salary of the month will be credited to your bank account by the end of the month or early next month. Hence, salary credited in early May should be salary for April. Please carefully check the salary records in your bank account or in other documents when completing the form.

4/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	5/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	6/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$
7/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	8/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	9/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$
10/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	11/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	12/2020 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$
1/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	2/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$	3/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$

If you receive salary by Direct Credit / Cheque to account,
please specify your Bank and Account No.:

If you have other income, please specify: Double pay/Bonus/Subsidy* :

HK\$ _____

Total Annual Income (From 1.4.2020 to 31.3.2021) :

HK\$ _____

* Please delete where inapplicable

Signature of the family member : _____

Date : _____

Financial Assistance Scheme for Post-secondary Students (2021/22)

Self-written Income Statement

If you worked for more than one occupation from 1.4.2020 to 31.3.2021, please specify the job post, employer, working place and working period of each occupation.
(Please see SAMPLE at Appendix V of Part III of Guidance Notes)

Name of family member: **TIN Biu-yi**

Job post : **A : Shop Asst. B : Cleaner C : Post-natal Care Worker**
Full / Part-time : **A : FT B : PT C : FT**
Employer: **A : Ka Lok Building B : Shing Kung Building Owners' Corporation C : Mrs FONG**
Working place: **A : Sai Yeung Choi Shop B : 1000 Mongkok Road, Shing Kung Building, Mongkok, KLN C : Fu Kwai Building, Yue Man Square, Kwun Tong, KLN**
Working period: **A : 1/4/2020-20/10/2020 B : 8/6/2020-31/10/2020 C : 6/12/2020-31/3/2021**

Income Details

Salary (Including payment in lieu of notice, but excluding MPF contribution and severance payment)

- Please fill "\$0" or indicate unemployed if you do not have income for the month.
- In general, salary of the month will be credited to your bank account by the end of the month or early next month. Hence, salary credited in early May should be salary for April. Please carefully check the salary records in your bank account or in other documents when completing the form.

4/2020 Cash : \$ Direct Credit # : \$5,335.2 (A) Cheque / Cash Cheque : \$	5/2020 Cash : \$ Direct Credit # : \$5,335.2 (A) Cheque / Cash Cheque : \$	6/2020 Cash : \$850 (B) Direct Credit # : \$5,335.2 (A) Cheque / Cash Cheque : \$
7/2020 Cash : \$1,000 (B) Direct Credit # : \$5,745.6 (A) Cheque / Cash Cheque : \$	8/2020 Cash : \$1,000 (B) Direct Credit # : \$5,745.6 (A) Cheque / Cash Cheque : \$	9/2020 Cash : \$1,000 (B) Direct Credit # : \$5,130 (A) Cheque / Cash Cheque : \$
10/2020 Cash : \$1,000 (B) Direct Credit # : \$3,888 (A) Cheque / Cash Cheque : \$	11/2020 Cash : \$0 Direct Credit # : \$unemployed Cheque / Cash Cheque : \$0	12/2020 Cash : \$ Direct Credit # : \$6,980 (C) Cheque / Cash Cheque : \$
1/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$7,095 (C)	2/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$5,750 (C)	3/2021 Cash : \$ Direct Credit # : \$ Cheque / Cash Cheque : \$6,980 (C)

If you receive salary by Direct Credit / Cheque to account, please specify your Bank and Account No.: BOC a/c : 0123066501988

If you have other income, please specify: Double pay/Bonus/Subsidy* : **HK\$ \$1,500 (meal allowances)**

Total Annual Income (From 1.4.2020 to 31.3.2021) : **HK\$ 69,669.8 (A)+(B)+(C)+ (meal allowances)**

* Please delete where inapplicable

Signature of the family member : **Tin** Date : **17.7.2021**

Financial Assistance Scheme for Post-secondary Students (2021/22)

Profit & Loss Account (from 1.4.2020 to 31.3.2021)

For person running business (including sole proprietorship / partnership business)

Name of family member running the
following company [Owner] :

Company name :

Nature of business :

Company address :

Business Registration Certificate No. (if applicable) :

Sole proprietorship / Partnership Sole proprietorship
(please tick as appropriate) : Partnership (Percentage of ownership : _____%)

(A) Gross Income / Sales (HK\$) \$ _____

Expenditure* (HK\$)

(*The following is the running cost of the company and should not cover any household expenses)

Cost on purchasing merchandise \$ _____

Business registration fee \$ _____

Water charges \$ _____

Electricity charges \$ _____

Gas charges \$ _____

Telephone charges \$ _____

Rent and rates \$ _____

Salary of employees other than those marked '#' below \$ _____

Transportation costs \$ _____

Travelling expenses \$ _____

Insurance premium \$ _____

Fees for repair and maintenance of machinery \$ _____

Others (please specify all items & breakdown of amounts^) \$ _____

Other Expenditure

Salary of owner paid by this company \$ _____

Salary of other family member(s)^ paid by this company
(Name of family member(s) : _____) \$ _____

(B) Total Expenditure (HK\$) \$ _____

(C) Net Profit [(A) - (B)] (HK\$) \$ _____

Signature of Owner: _____

Date : _____

^ Please add separate sheet(s) if necessary.

Financial Assistance Scheme for Post-secondary Students (2021/22)

Profit & Loss Account (from 1.4.2020 to 31.3.2021)

For person running business (including sole proprietorship / partnership business)

Name of family member running the following company [Owner] : Tin Biu Yi

Company name : XX Company

Nature of business : Garment manufacture

Company address : Rm6A, 123 Street, Kwun Tong, Kowloon

Business Registration Certificate No. (if applicable) : XXX

Sole proprietorship / Partnership : Sole proprietorship
(please tick as appropriate) : Partnership (Percentage of ownership : 50%)

(A) Gross Income / Sales (HK\$) \$ 2,000,000

Expenditure* (HK\$)

(*The following is the running cost of the company and should not cover any household expenses)

Cost on purchasing merchandise \$ 200,000

Business registration fee \$ 1,500

Water charges \$ 30,000

Electricity charges \$ 30,000

Gas charges \$ 10,000

Telephone charges \$ 6,000

Rent and rates \$ 100,000

Salary of employees other than those marked '#' below \$ 150,000

Transportation costs \$ 40,000

Travelling expenses \$ 10,000

Insurance premium \$ 60,000

Fees for repair and maintenance of machinery \$ 80,000

Others (please specify all items & breakdown of amounts^) \$ 0

Other Expenditure

Salary of owner paid by this company \$ 150,000

Salary of other family member(s)^ paid by this company
(Name of family member(s) : Wong Mei Mei) \$ 150,000

(B) Total Expenditure (HK\$) \$ 1,017,500

(C) Net Profit [(A) - (B)] (HK\$) \$ 982,500

Signature of Owner: Tin

Date : 17.7.2021

^ Please add separate sheet(s) if necessary.

Financial Assistance Scheme for Post-secondary Students (2021/22)
Profit & Loss Account (from 1.4.2020 to 31.3.2021)
For self-employed driver of taxi/ lorry/ minibus/ other commercial vehicle

Name of family member engaged :
in the following business

Type of driver * : Taxi driver Lorry driver Minibus driver
 Other commercial vehicle driver
(Please specify: _____)

Vehicle Owner/ Vehicle Lessee * : Vehicle Owner
(Vehicle Registration No: _____)
 Vehicle Lessee

** Please tick as appropriate*

Income (HK\$)

1. Rent (for vehicle owner only)	\$
2. Profit from operating business	\$
3. Others (please specify all items & breakdown of amounts^)	\$
(A) Total Income (HK\$)	\$

Expenditure (excluding vehicle mortgages) (HK\$)

(Items 1 & 2 are applicable to vehicle lessee ; items 2 to 5 are applicable to vehicle owner)

1. Vehicle rental fee	\$
2. Fuel charges	\$
3. Insurance premium	\$
4. Maintenance fee	\$
5. License fees	\$
6. Others (please specify all items & breakdown of amounts^)	\$
(B) Total Expenditure (HK\$)	\$
(C) Net Profit [(A) - (B)] (HK\$)	\$

**Signature of the family member
engaged in the above business:** _____

Date: _____

^ Please add separate sheet(s) if necessary.

Financial Assistance Scheme for Post-secondary Students (2021/22)
Profit & Loss Account (from 1.4.2020 to 31.3.2021)
For self-employed driver of taxi/ lorry/ minibus/ other commercial vehicle

Name of family member engaged :
in the following business Tin Biu Yi

Type of driver * : Taxi driver Lorry driver Minibus driver
 Other commercial vehicle driver
(Please specify: _____)

Vehicle Owner/ Vehicle Lessee * : Vehicle Owner
(Vehicle Registration No: _____)
 Vehicle Lessee

** Please tick as appropriate*

Income (HK\$)

1. Rent (for vehicle owner only)	\$ 0
2. Profit from operating business	\$ 400,000
3. Others (please specify all items & breakdown of amounts^)	\$ 0
(A) Total Income (HK\$)	\$ 400,000

Expenditure (excluding vehicle mortgages) (HK\$)

(Items 1 & 2 are applicable to vehicle lessee ; items 2 to 5 are applicable to vehicle owner)

1. Vehicle rental fee	\$ 150,000
2. Fuel charges	\$ 80,000
3. Insurance premium	\$ 0
4. Maintenance fee	\$ 0
5. License fees	\$ 0
6. Others (please specify all items & breakdown of amounts^)	\$ 0
(B) Total Expenditure (HK\$)	\$ 230,000
(C) Net Profit [(A) - (B)] (HK\$)	\$ 170,000

Signature of the family member engaged in the above business: Tin **Date:** 17.7.2021

^ Please add separate sheet(s) if necessary.