

# 2025/26<sup>AY</sup> TSFS / FASP

**Tertiary Student Finance Scheme –  
Publicly-funded Programmes**

**Financial Assistance Scheme for  
Post-secondary Students**

**Illustration of Reporting Income & Assets**

**TSFS/FASP/2B(2025)**

**Attention:**

You have the responsibility to report true and complete information in your application form and provide all supporting documents. If you fail to report the required information in the application form / provide the required supporting document(s) at the time of submitting your application, and the information / supporting document(s) is only reported / provided upon the Student Finance Office (SFO)'s enquiry, this would be treated as misrepresentation or omission in the application. If supporting document(s) is / are provided but the relevant information of family income / assets is not reported in the application form, this would be treated as not-properly-filled-in information.

**SFO has the authority to reject your application with misrepresentation / omission / not-properly-filled-in information.**



**Student Finance Office  
Working Family and Student Financial Assistance Agency**

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# 1. ILLUSTRATION OF REPORTING FAMILY INCOME

## 1.1 Employees (including those engaged in more than one job and / or without income proof)

### Income Information of Father (YIU TAI CHI)

Mode of Employment: \*

- ☒ In Employment  
☒ Part-time Working  
☒ Full-time Working  
☐ Self-employed  
☐ Unemployment  
☐ Retired  
☐ Others (e.g. taking care of family)

Occupation / Employment:

A. Truck Driver B. Courier

Name of Employer / Firm:

A. Lucky Logistics Co. Ltd B. Foodpxda

Actual annual income between 1.4.2024 and 31.3.2025

Salary / Wage / Bonus / Allowance / Part-time Income (excluding Employee's Contribution to MPF / Provident Fund): \* \$ 203795 (Whole Year)

Business Profit (For Limited Companies, a Profit and Loss account for the 2024-25 financial year verified by a Certified Public Accountant is required): \* \$ 0 (Whole Year)

Alimony (Applicable to divorced person and the amount received for children should also be included): \* \$ 0 (Whole Year)

Rental Income of Property / Land / Carpark / Vehicle / Vessel: \* \$ 0 (Whole Year)

Pension & Other Income (please specify): \* \$ 0 (Whole Year)

• You should fill in the total annual income of the family member.

• Annual income means income earned from all employment (including part-time, casual work, self-employed and full-time employment) in the assessment period from 1.4.2024 to 31.3.2025.

Income received by any means (cash, cheque, cash cheque, direct credit, etc.) should be reported.

• Annual income includes salaries, leave pay, bonuses, cash awards, commission, tips, allowances, payment in lieu of notice, income earned from part-time employment, etc.

• Allowances include overtime work allowances, living allowances, housing or rent allowances, travel allowances, food allowances, education allowances, etc.

You should report the employment status of your family members during the period from 1.4.2024 to 31.3.2025.

Please do NOT report current situation here.

If a family member had more than one job during the period from 1.4.2024 to 31.3.2025, please refer to this example and list out the details of each job clearly in bullet point format.

Employees are required to provide income proof, e.g. salary statements and the Inland Revenue Department's "Employer's Return of Remuneration and Pensions" [IR56B] / "Notification by an Employer of an Employee who is About to Cease to be Employed" [IR56F] / "Return of Payroll Emoluments for Civil Servant" [IR56C] / "Notification of Remuneration Paid to Persons Other Than Employees" [IR56M]. If income proof is not available, you should prepare on your own a self-written income statement (samples are at "Links, Forms and Downloads" of WFSFAA website).

### 2025/26 Tertiary Student Finance Scheme – Publicly-funded Programmes

#### Self-written Income Statement

If you worked for more than one job from 1.4.2024 to 31.3.2025, please specify the job post, employer, working place and working period of each job.

Name of family member: YIU TAI CHI

Job post: A. Truck Driver B. Courier

Full/Part-time: A. Full time B. Part-time

Employer: A. Lucky Logistics Co. Ltd B. Foodpxda

Working place: A. Hong Kong Island B. Shau Kei Wan

Working period: A. 1/4/2024 – 31/12/2024 B. 8/7/2024 – 28/3/2025

#### Income Details

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

- Please fill "0" or indicate unemployed if you do not have income (including full-time and part-time jobs) 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.

4/2024	Cash : \$0	5/2024	Cash : \$0	6/2024	Cash : \$0
	Direct Credit* : \$15,500 (A)		Direct Credit* : \$15,500 (A)		Direct Credit* : \$15,500 (A)
Cheque / Cash Cheque :	\$0	Cheque / Cash Cheque :	\$0	Cheque / Cash Cheque :	\$0
7/2024	Cash : \$3,000 (B)	8/2024	Cash : \$4,500 (B)	9/2024	Cash : \$0
	Direct Credit* : \$15,500 (A)		Direct Credit* : \$15,500 (A)		Direct Credit* : \$15,500 (A)
Cheque / Cash Cheque :	\$0	Cheque / Cash Cheque :	\$0	Cheque / Cash Cheque :	\$8,000 (B)
10/2024	Cash : \$0	11/2024	Cash : \$0	12/2024	Cash : \$0
	Direct Credit* : \$17,500 (A)		Direct Credit* : \$17,500 (A)		Direct Credit* : \$17,500 (A)
Cheque / Cash Cheque :	\$5,450 (B)	Cheque / Cash Cheque :	\$8,880 (B)	Cheque / Cash Cheque :	\$9,570 (B)
1/2025	Cash : \$8,720 (B)	2/2025	Cash : \$0	3/2025	Cash : \$0
	Direct Credit* : \$0		Direct Credit* : \$0		Direct Credit* : \$0
Cheque / Cash Cheque :	\$0	Cheque / Cash Cheque :	\$4,500 (B)	Cheque / Cash Cheque :	\$1,885 (B)

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

Bank of Hong Kong a/c: 111-234-567-890

If you have other income, please specify: Double pay / Bonus / Subsidy\* : HK\$ 6,000 (meal allowances)

Total Annual Income (From 1.4.2024 to 31.3.2025) :

HK\$ 203,795

\* Please delete as appropriate

Signature of the family member : YIU TAI CHI

Date : 18/04/2025

TSFS/1B(Annex V)(2025)

# 1. ILLUSTRATION OF REPORTING FAMILY INCOME

## 1.2 Self-employed Persons

### Income Information of Father (YIU TAI CHI)

Mode of Employment: \*

- ☐ In Employment  
☒ Self-employed  
☐ Unemployment  
☐ Retired  
☐ Others (e.g. taking care of family)

Occupation / Employment:

Taxi Driver

Name of Employer / Firm :

**Actual annual income between 1.4.2024 and 31.3.2025**

Salary / Wage / Bonus / Allowance /  
Part-time Income (excluding  
Employee's Contribution to MPF /  
Provident Fund): \* \$ 0 (Whole Year)

Business Profit (For Limited Companies, a  
Profit and Loss account for the 2024-25 financial  
year verified by a Certified Public Accountant is  
required): \* \$ 100000 (Whole Year)

Alimony (Applicable to divorced person and  
the amount received for children should also be  
included): \* \$ 0 (Whole Year)

Rental Income of Property / Land /  
Carpark / Vehicle / Vessel: \* \$ 0

Pension & Other Income (please  
specify): \* \$ 0

If your family member was self-employed during the period from 1.4.2024 to 31.3.2025, such as hawking, driving taxis / minibuses, etc., please refer to this example and list out the details clearly.

Self-employed persons should prepare on your own a self-written income statement or Profit and Loss (P&L) Account (samples are at "Links, Forms and Downloads" of WFSFAA website) for SFO's consideration.

2025/26 Tertiary Student Finance Scheme – Publicly-funded Programmes  
Profit & Loss Account (from 1.4.2024 to 31.3.2025)

For self-employed driver of taxi / lorry / minibus / other commercial vehicle

Name of family member engaged in  
the following business : YIU TAI CHI

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	\$ 295,000
3. Others (please specify all items & breakdown of amounts^)	\$ 0
(A) Total Income (HK\$)	\$ 295,000

#### 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	\$ 120,000
2. Fuel charges	\$ 75,500
3. Insurance premium	\$ 0
4. Maintenance fee	\$ 0
5. Licence fees	\$ 0
6. Others (please specify all items & breakdown of amounts^)	\$ 0
(B) Total Expenditure (HK\$)	\$ 195,500
(C) Net Profit [(A) - (B)] (HK\$)	\$ 100,000

Signature of the family member  
engaged in the above business:

YIU TAI CHI

Date: 18/04/2025

^ Please add separate sheet(s) if necessary.

# 1. ILLUSTRATION OF REPORTING FAMILY INCOME

## 1.3 Business Operators

### Income Information of Father (YIU TAI CHI)

Mode of Employment: \*  
☐ In Employment  
☒ Self-employed  
☐ Unemployment  
☐ Retired  
☐ Others (e.g. taking care of family)

Occupation / Employment:

Business Operator

Name of Employer / Firm:

East Ocean (H.K.) Garment Company

Actual annual income between 1.4.2024 and 31.3.2025

Salary / Wage / Bonus / Allowance / Part-time Income (excluding Employee's Contribution to MPF / Provident Fund): \* \$ 24000 (Whole Year)

Business Profit (For Limited Companies, a Profit and Loss account for the 2024-25 financial year verified by a Certified Public Accountant is required): \* \$ 120000 (Whole Year)

Alimony (Applicable to divorced person and the amount received for children should also be included): \* \$ 0 (Whole Year)

Rental Income of Property / Land / Carpark / Vehicle / Vessel: \* \$ 0 (Whole Year)

Pension & Other Income (please specify): \* \$ 0

If your family member undertook business during the period from 1.4.2024 to 31.3.2025, please refer to this example and list out the details clearly.

Business operators should provide a P&L account for the 2024-25 financial year verified by a Certified Public Accountant. If such a document is not available, you should prepare one on your own for SFO's consideration. Please note that this arrangement is not applicable to limited companies.

### 2025/26 Tertiary Student Finance Scheme – Publicly-funded Programmes

#### Profit & Loss Account (from 1.4.2024 to 31.3.2025)

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

Name of family member running the following business [Owner]	: YIU TAI CHI
Business name	: East Ocean (H.K.) Garment Company
Nature of business	: Garment Industry
Business address	: Flat A, 6/F, Tak Shing Ind. Building, 2 Tak Yip Street, Kwun Tong
Business Registration Certificate No. (if applicable)	: 99999899
Sole proprietorship / Partnership (please tick as appropriate)	<input checked="" type="checkbox"/> Sole proprietorship <input type="checkbox"/> Partnership (Percentage of ownership: _____%)
(A) Gross Income / Sales (HK\$)	\$ 1,041,500
Expenditure* (HK\$)	
(*The following is the running cost of the business and should not cover any household expenses)	
1. Cost on purchasing merchandise	\$ 50,000
2. Business registration fee	\$ 1,500
3. Water charges	\$ 20,000
4. Electricity charges	\$ 40,000
5. Gas charges	\$ 10,000
6. Telephone charges	\$ 6,000
7. Rent and rates	\$ 300,000
8. Salary of employees other than those marked '#' below	\$ 360,000
9. Transportation costs	\$ 40,000
10. Travelling expenses	\$ 10,000
11. Insurance premium	\$ 20,000
12. Fees for repair and maintenance of machinery	\$ 40,000
13. Others (please specify all items & breakdown of amounts*)	\$ 0
14. Other Expenditure	
# Salary of owner paid by this business	\$ 24,000
# Salary of other family member(s)^ paid by this business (Name of family member(s): _____)	\$ 0
(B) Total Expenditure (HK\$)	\$ 921,500
(C) Net Profit [(A) - (B)] (HK\$)	\$ 120,000

Please fill in the salary of the family members paid by the business and the net profit in the application form as appropriate.

Signature of Owner: YIU TAI CHI

Date: 18/04/2025

^ Please add separate sheet(s) if necessary.

TSFS/1B(Annex V)(2025)

# 1. ILLUSTRATION OF REPORTING FAMILY INCOME

## 1.4 Retired Persons (including those are retired but engaged in part-time job)

### Income Information of Father (YIU TAI CHI)

Mode of Employment: \*

- ☒ In Employment  
☒ Part-time Working  
☐ Full-time Working  
☐ Self-employed  
☐ Unemployment  
☐ Retired  
☐ Others (e.g. taking care of family)

If your family member is retired but engaged in part-time job during the period from 1.4.2024 to 31.3.2025, please refer to this example and list out the details clearly.

Occupation / Employment:

Packer (Part-time)

Name of Employer / Firm:

Kai Kee Food Co. Ltd

Actual annual income between 1.4.2024 and 31.3.2025

Salary / Wage / Bonus / Allowance / Part-time Income (excluding Employee's Contribution to MPF / Provident Fund): \* \$ 55220 (Whole Year)

Business Profit (For Limited Companies, a Profit and Loss account for the 2024-25 financial year verified by a Certified Public Accountant is required): \* \$ 0 (Whole Year)

Alimony (Applicable to divorced person and the amount received for children should also be included): \* \$ 0 (Whole Year)

Rental Income of Property / Land / Carpark / Vehicle / Vessel: \* \$ 0 (Whole Year)

Pension & Other Income (please specify): \* \$ 43200 (Whole Year)  
Pension

Please report the total annual sum of pension (excluding the one-off lump sum gratuity received upon retirement) in the 2024-25 financial year received by the family member who has retired and provide relevant supporting document (e.g. "Return of Payroll Emoluments for Civil Servant" [IR56C]). If there are any other incomes received during the 2024-25 financial year, please specify and report the amount.

### Retirement Information for Father

Retirement Date: 10 MM 2018  
Lump Sum Gratuity: \$ 648000  
Present Monthly Pension: \$ 3600

If the family member has retired, please report the family member's one-off lump sum gratuity received upon retirement and the amount of monthly pension received here.

### Total annual part-time income:

= \$4,600 x 12  
= \$55,200

### Total annual pension:

= \$3,600 x 12  
= \$43,200

Bank of Southern Ocean					
日期	交易碼	支出	存入 / 利息	結餘	銀行備考
DATE	T/C	WITHDRAWAL	DEPOSIT/ INT	BALANCE	BANK REF.
04042024	PRL		\$ 4,600.00	\$ 4,600.00	*Kai Kee Food Co. Ltd
05042024	AUT		\$ 3,600.00	\$ 8,200.00	
04052024	PRL	Part-time income - APR 2024	4,600.00	\$ 12,800.00	*Kai Kee Food Co. Ltd
05052024	AUT		\$ 3,600.00	\$ 16,400.00	
04062024	PRL	Part-time income - MAY 2024	4,600.00	\$ 21,000.00	
05062024	AUT		\$ 3,600.00	\$ 24,600.00	
04072024	PRL	Part-time income - JUN 2024	4,600.00	\$ 29,200.00	*Kai Kee Food Co. Ltd
05072024	AUT		\$ 3,600.00	\$ 32,800.00	
04082024	PRL	Part-time income - JUL 2024	4,600.00	\$ 37,400.00	*Kai Kee Food Co. Ltd
05082024	AUT		\$ 3,600.00	\$ 41,000.00	
04092024	PRL	Part-time income - AUG 2024	4,600.00	\$ 45,600.00	*Kai Kee Food Co. Ltd
05092024	AUT		\$ 3,600.00	\$ 49,200.00	
04102024	PRL	Part-time income - SEP 2024	4,600.00	\$ 53,800.00	*Kai Kee Food Co. Ltd
05102024	AUT		\$ 3,600.00	\$ 57,400.00	
04112024	PRL	Part-time income - OCT 2024	4,600.00	\$ 62,000.00	*Kai Kee Food Co. Ltd
05112024	AUT		\$ 3,600.00	\$ 65,600.00	
04122024	PRL	Part-time income - NOV 2024	4,600.00	\$ 70,200.00	*Kai Kee Food Co. Ltd
05122024	AUT		\$ 3,600.00	\$ 73,800.00	
21122024	CSH	\$ 20,500.00		\$ 53,300.00	
24122024	ATM	\$ 20,200.00		\$ 33,100.00	
31122024	ATM	\$ 12,000.00		\$ 21,100.00	ATM
04012025	PRL	Part-time income - DEC 2024	4,600.00	\$ 25,700.00	*Kai Kee Food Co. Ltd
05012025	AUT		\$ 3,600.00	\$ 29,300.00	
30012025	TRS	\$ 8,500.00		\$ 20,800.00	E-BANKING
04022025	PRL	Part-time income - JAN 2025	4,600.00	\$ 25,400.00	*Kai Kee Food Co. Ltd
05022025	AUT		\$ 3,600.00	\$ 29,000.00	
24022025	AUT	\$ 2,400.00		\$ 26,600.00	
04032025	PRL	Part-time income - FEB 2025	4,600.00	\$ 31,200.00	*Kai Kee Food Co. Ltd
05032025	AUT		\$ 3,600.00	\$ 34,800.00	
24032025	AUT	\$ 6,000.00		\$ 28,800.00	
04042025	PRL	Part-time income - MAR 2025	4,600.00	\$ 33,400.00	*Kai Kee Food Co. Ltd
05042025	AUT		\$ 3,600.00	\$ 37,000.00	
帳號 113-647-1-789456-1					
A/C NO.					

# 1. ILLUSTRATION OF REPORTING FAMILY INCOME

## 1.5 Contribution

### Contribution from Any Person(s) to You and / or Your Family

You MUST input the amount of contribution provided by any person(s) to you and / or your family during the assessment period from 1.4.2024 to 31.3.2025. You have to input "0" if you and / or your family did not receive any contribution during the period.



Contribution refers to any remittance, family expenses, alimony, downpayment / mortgage payment of property, land, carpark, vehicle and vessel, etc., rental expenses, insurance premium, loan repayment, etc. received by your family and any fees paid by any person(s) (including siblings living away, divorced parents, relatives, friends, etc.) on behalf of your family.

Total Amount of Contributions (including \$  (Whole Year)  
the amount reported in Step 4) : \*

Please report the contribution received by you and / or your family and any fees paid by any person(s) on behalf of your family, including **monetary gifts, remittance, family expenses, alimony, down payment / mortgage payment of property, land, carpark, vehicle and vessel, etc., rental expenses, insurance premium, loan repayment, etc. during the period from 1.4.2024 to 31.3.2025.** You should report the contribution regardless of the amounts involved.

Other sources of support not mentioned in these illustrations but received by the family should be specified in the sections of "Other Income" or "Contribution from Any Person(s) to You and / or Your Family".

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.1 Bank Deposits (1)

**Bank Account(s) of Father (YIU TAI CHI)**

Name of Bank / Financial Institution	Account No.	Currency
To be added.		

Remove Add

**Add Bank Account Information (balance as at 31.3.2025)**

Name of Bank / Financial Institution: \* Bank of Hong Kong

Bank Code: 111 - Bank of Hong Kong

Account Number: \* 234567890  
(Please skip "-" and bank code for input of account number.)

Payroll Account: \* ☒ Yes ☐ No

Currency & Balance (as at 31.3.2025) : \* Hong Kong Dollars 26693.64

Type of Account: \* Savings

Click "Add" button to report information about bank deposits.

Report all types of bank deposits in **savings accounts, current accounts, fixed / time-deposits, club deposits, integrated accounts, joint accounts, etc. in local or foreign currencies** of yourself and your family members in all banks (including digital banks) as at **31.3.2025**.

**Bank Account(s) of Father (YIU TAI CHI)**

	Name of Bank / Financial Institution	Account No.	Currency	
<input type="checkbox"/>	111 - Bank of Hong Kong	222333444	Hong Kong Dollars	Edit
<input type="checkbox"/>	111 - Bank of Hong Kong	222444666	Australian Dollars	Edit
<input type="checkbox"/>	111 - Bank of Hong Kong	234567890	Hong Kong Dollars	Edit
<input type="checkbox"/>	111 - Bank of Hong Kong	333555777	Chinese Yuan	Edit
<input type="checkbox"/>	111 - Bank of Hong Kong	888777666	Hong Kong Dollars	Edit
<input type="checkbox"/>	111 - Bank of Hong Kong	999888777	Hong Kong Dollars	Edit

Remove Add

Input bank account information one by one until all accounts are reported.



香港銀行  
BANK OF HONG KONG

#### Consolidated Statement

YIU TAI CHI

FLAT A, 10/F,  
GOODVIEW BLDG.,  
28 GOODVIEW RD.,  
MONGKOK, KLN.

Customer no.: 122598  
Date: 31/03/2025

#### Account Summary

Service	Account	Account No.	Foreign Currency	HKD
Savings	HKD Savings	111-234-567-890		HK\$ 26,693.64
	HKD Time Deposit	111-222-333-444		HK\$ 60,000.00
	RMB Time Deposit	111-333-555-777	CNY 50,000.00	HK\$ 56,550.00
	HKD Current	111-999-888-777		HK\$ 4,029.45
	Club Deposit	111-888-777-666		HK\$ 32,168.45
	Foreign Currency Deposit	111-222-444-666	AUD 2,480.00	HK\$ 12,814.16
Investment	HKD Investment	111-444-888-900		HK\$ 30,000.00
Total Assets				HK\$ 222,255.70

#### Details of Account Summary

HKD Savings (111-234-567-890)				
Date	Description	Deposit	Withdrawal	Balance (HKD)
28/02/2025	Balance b/f			HK\$ 19,843.64
03/03/2025	Kai Kee Food Co. Ltd (Salary Deposit)	HK\$ 7,500.00		HK\$ 27,343.64
10/03/2025	E-BANKING PAYMENT		HK\$ 128.00	HK\$ 27,215.64

You should report the investment accounts in Step 8 "Family Assets – Investments".

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### Bank Deposits (2)

#### Add Bank Account Information (balance as at 31.3.2025)

Name of Bank / Financial Institution: \*

Bank Code: 112 - Bank of Oriental Pearl

Account Number: \*   
(Please skip "-" and bank code for input of account number.)

Payroll Account: \* ☒ Yes ☐ No

Currency & Balance (as at 31.3.2025) : \*



Type of Account: \*

Report balance of the bank account as at 31.3.2025.

Cancel



Save and Add

Save and Close

  東珠銀行 BANK OF ORIENTAL PEARL					
日期 DATE	交易碼 T/C	支出 WITHDRAWAL	存入 / 利息 DEPOSIT/ INT	結餘 BALANCE	銀行備考 BANK REF.
04042024	TRS	\$ 2,000.00		\$ 8,000.00	E-BANKING
05042024	TRS		\$ 6,000.00	\$ 14,000.00	E-BANKING
17042024	ATM	\$ 2,000.00		\$ 12,000.00	ATM
24042024	AUT	\$ 852.40		\$ 11,147.60	Pablo Ins.
04052024	TRS	\$ 2,000.00		\$ 9,147.60	E-BANKING
05052024	TRS		\$ 6,000.00	\$ 15,147.60	E-BANKING
24052024	AUT	\$ 852.40		\$ 14,295.20	Pablo Ins.
28092024	CBC		\$ 32,457.00	\$ 46,752.20	
04102024	TRS	\$ 2,000.00		\$ 44,752.20	E-BANKING
05102024	TRS		\$ 6,000.00	\$ 50,752.20	E-BANKING
10102024	TRS	\$ 14,230.00		\$ 36,522.20	E-BANKING
24102024	AUT	\$ 852.40		\$ 35,669.80	Pablo Ins.
28102024	NTR	\$ 1,060.00		\$ 34,609.80	
04112024	TRS	\$ 2,000.00		\$ 32,609.80	E-BANKING
05112024	TRS		\$ 6,000.00	\$ 38,609.80	E-BANKING
24112024	AUT	\$ 852.40		\$ 37,757.40	Pablo Ins.
30112024	TRS	\$ 6,000.00		\$ 31,757.40	
01122024	ATM	\$ 2,322.60		\$ 29,434.80	ATM
04122024	TRS	\$ 2,000.00		\$ 27,434.80	E-BANKING
05122024	TRS		\$ 6,000.00	\$ 33,434.80	E-BANKING
21122024	CSH	\$ 3,680.00		\$ 29,754.80	
24122024	AUT	\$ 852.40		\$ 28,902.40	Pablo Ins.
31122024	BKC	\$ 500.00		\$ 28,402.40	Security Custody Fee
04012025	TRS	\$ 2,000.00		\$ 26,402.40	E-BANKING
05012025	TRS		\$ 6,000.00	\$ 32,402.40	E-BANKING
24012025	AUT	\$ 852.40		\$ 31,550.00	Pablo Ins.
30012025	TRS	\$ 8,425.00		\$ 23,125.00	E-BANKING
04022025	TRS	\$ 2,000.00		\$ 21,125.00	E-BANKING
05022025	TRS		\$ 6,000.00	\$ 27,125.00	E-BANKING
24022025	AUT	\$ 852.40		\$ 26,272.60	Pablo Ins.
04032025	TRS	\$ 2,000.00		\$ 24,272.60	E-BANKING
05032025	TRS		\$ 6,000.00	\$ 30,272.60	E-BANKING
24032025	AUT	\$ 852.40		\$ 29,420.20	Pablo Ins.
帳 號 112-484-1-254824-1 A / C NO.					

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### Bank Deposits – Point to Note (1)

  東珠銀行 BANK OF ORIENTAL PEARL					
日期 DATE	交易碼 T/C	支 出 WITHDRAWAL	存 入 / 利息 DEPOSIT/ INT	結 餘 BALANCE	銀行備考 BANK REF.
04042024	TRS	\$ 2,000.00		\$ 8,000.00	E-BANKING
05042024	TRS		\$ 6,000.00	\$ 14,000.00	E-BANKING
17042024	ATM	\$ 2,000.00		\$ 12,000.00	
24042024	AUT	\$ 852.40		\$ 11,147.60	
04052024	TRS	\$ 2,000.00		\$ 9,147.60	
05052024	TRS		\$ 6,000.00	\$ 15,147.60	
24052024	AUT	\$ 852.40		\$ 14,295.20	
28092024	CBC		\$ 32,457.00	\$ 46,752.20	
04102024	TRS	\$ 2,000.00		\$ 44,752.20	
05102024	TRS		\$ 6,000.00	\$ 50,752.20	
10102024	TRS	\$ 14,230.00		\$ 36,522.20	
24102024	AUT	\$ 852.40		\$ 35,669.80	Pablo
28102024	NTR	\$ 1,060.00		\$ 34,609.80	
04112024	TRS	\$ 2,000.00		\$ 32,609.80	E-BANKING
05112024	TRS		\$ 6,000.00	\$ 38,609.80	E-BANKING
24112024	AUT	\$ 852.40		\$ 37,757.40	Pablo Ins.
30112024	TRS	\$ 6,000.00		\$ 31,757.40	
01122024	ATM	\$ 2,322.60		\$ 29,434.80	A
04122024	TRS	\$ 2,000.00		\$ 27,434.80	E
05122024	TRS		\$ 6,000.00	\$ 33,434.80	E
21122024	CSH	\$ 3,680.00		\$ 29,754.80	
24122024	AUT	\$ 852.40		\$ 28,902.40	Pablo Ins.
31122024	BKC	\$ 500.00		\$ 28,402.40	Security Custody Fee
04012025	TRS	\$ 2,000.00		\$ 26,402.40	E-BANKING
05012025	TRS		\$ 6,000.00	\$ 32,402.40	E-BANKING
24012025	AUT	\$ 852.40		\$ 31,550.00	Pablo Ins.
30012025	TRS	\$ 8,425.00		\$ 23,125.00	E-BANKING
04022025	TRS	\$ 2,000.00		\$ 21,125.00	E-BANKING
05022025	TRS		\$ 6,000.00	\$ 27,125.00	E-BANKING
24022025	AUT	\$ 852.40		\$ 26,272.60	Pablo Ins.
04032025	TRS	\$ 2,000.00		\$ 24,272.60	E-BANKING
05032025	TRS		\$ 6,000.00	\$ 30,272.60	E-BANKING
24032025	AUT	\$ 852.40		\$ 29,420.20	Pablo Ins.
帳 號 112-484-1-254824-1 A / C NO.					

Please note the remarks of transaction records (e.g. insurance premium, time-deposit, trading of stock, etc.) when you make reference to the bank statements and passbooks in reporting accounts. You should report the relevant assets as appropriate in the application form.

You should report the **net asset value of investment accounts** as at 31.3.2025 in Step 8 “Family Assets – Investments”.

You should report the **insurance policy with cash value and dividend** as at 31.3.2025 in Step 9 “Family Assets – Insurance Policies”.

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### Bank Deposits – Point to Note (2)

日期 DATE	交易碼 T/C	支出 WITHDRAWAL	存入 / 利息 DEPOSIT / INT	結餘 BALANCE	銀行備考 BANK REF.
04042024	TRS	\$ 2,000.00		\$ 8,000.00	E-BANKING
05042024	TRS		\$ 6,000.00	\$ 14,000.00	E-BANKING
17042024	ATM	\$ 2,000.00		\$ 12,000.00	ATM
24042024	AUT	\$ 852.40		\$ 11,147.60	Pablo Ins.
04052024	TRS	\$ 2,000.00		\$ 9,147.60	E-BANKING
05052024	TRS		\$ 6,000.00	\$ 15,147.60	E-BANKING
24052024	AUT	\$ 852.40		\$ 14,295.20	Pablo Ins.
28092024	CBC		\$ 32,457.00	\$ 46,752.20	
04102024	TRS	\$ 2,000.00		\$ 44,752.20	E-BANKING

帳戶持有人 ACCOUNT NAME: YIU TAI CHI

銀行編號 BANK CODE: 112 帳戶號碼 ACCOUNT NO.: 484-1-254824-1

**東珠銀行**  
BANK OF ORIENTAL PEARL

各類交易摘要之代號說明 TRANSACTION CODE DESCRIPTION :

ACM 更正 ATM 現金交易	DCI 中央結算淨額入帳	NTR 無損轉帳交易
ACT 更正 ATM 轉帳交易	DDC 匯票更正	NWD 無損提取
AIN 截至上月底利息	DDI 中央結算淨額扣帳	OD 透支
ATC ATM 存款 - 交換票存入	DDR 匯票沖正	PDC 更正 POS 轉帳交易
ATM 自動櫃員機交易	DEP 存入	PDD POS 轉帳交易
ATR ATM 存款 - 轉帳存入	ECI 自動轉帳 - 收回電子交換	POS 商戶入帳
ATT ATM 轉帳交易	ECO 自動轉帳 - 撥出電子交換	PRL 薪金入帳
AUT 自動轉帳	EPI 中央結算匯率交易	PTZ 股票世白金
AUT CCD 中銀信用卡扣帳	EPS 易辦事	R/T CCASS 中央結算退票
B/F 承辦結餘	GDH 九九金	REV 沖正
BKC 銀行費用	GDL 倫敦金	RTC 退票
BKC MAIL 代寄支票簿郵費	INC 利率變動	RTE 退出撥出電子交換入帳
CCC 更正交換票存入	INT 利息	STD 委託事項
CCD 信用卡自動扣帳	INT BLS 押匯截息扣帳	SVL 倫敦銀
CCQ 交換票	NCC 無存摺現金交易	T/T 電匯存入
CMF 透支額度承擔費	NCS 無存摺現金交易	TRS/ TRS IC 轉帳交易
COR 更正	NDD 無損匯票存入	TTC 電匯更正
CSH 現金交易	NDP 無損存入	TTR 電匯沖正
D/D 匯票存入	NFC 無存摺更正交換票存入	WTD 提取

請查閱及核對在此結單上所列出的關於交易的每一記項。若貴戶認為有任何錯誤、不實或未經授權，請在 90 天內以書面通知本行。除非本行在該時限內收到通知，否則貴戶不可以任何理由對此結單上的任何記項提出申訴。如有錯誤，請在 90 天內以書面通知本行。否則，貴戶將不得對任何錯誤或申訴提出申訴。本行將保留在結單上註明「未經核實」的權利。貴戶應確保所提供的資料正確無誤。若資料不正確，貴戶應負上更正的責任。本行將保留在結單上註明「未經核實」的權利。貴戶應確保所提供的資料正確無誤。若資料不正確，貴戶應負上更正的責任。

Please examine and verify each and every entry regarding the transactions recorded in this statement and notify the Bank in writing within 90 days of any entry which you consider wrong, irregular and/or unauthorized. Unless the Bank receives such notice within the above period, you shall not be entitled to dispute any transaction and/or entry recorded in this statement on whatever grounds provided always that the Bank shall have the absolute right to rectify any erroneous entry.

Please obtain transaction records from bank(s) if the remarks “Net Back Items” / “CONSOL” / “CBC” / “CBD” / “CNB” / “NCR” / “NDR” are shown on the bank passbooks. As the transactions from the last entry up to the specified date are consolidated and shown as one transaction, you are required to apply to your bank for a detailed breakdown of the transaction records covering the period concerned.

Account: 112-484-1-254824-1  
Date: 01/10/2024  
Page: 1

### 綜合補記項目通知書 Consolidated Back Items Advice

支出 Withdrawal	存入或利息 Deposit / Interest	原幣結餘 Balance	備考 Ref.
	4,600.00	10,000.00	57748
	3,600.00	13,600.00	57748
	2,000.00	15,600.00	31540
852.40		14,747.60	54541
	4,600.00	19,347.60	57748
	3,600.00	22,947.60	57748
	3,000.00	25,947.60	31540
852.40		22,095.20	54541
	4,600.00	26,695.20	57748
	3,600.00	30,295.20	57748
852.40		29,442.80	54541
	4,600.00	26,695.20	57748
	3,600.00	30,295.20	57748
	4,500.00	34,795.20	31540
852.40		29,442.80	54541
2,338.20		32,457.00	64451
2,557.20	29,600.00	32,457.00	

### 經綜合後的補記項目 Consolidated Back Items Summary

貨幣 Cur	交易日 Tx Date	交易碼 T/C	支出 Withdrawal	存入或利息 Deposit / Interest	原幣結餘 Balance	備考 Ref.
HKD	28/09/2024	CBD			32,457.00	00000

Transaction codes of each bank vary. Please visit the respective bank's website for details.

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.2 Investments (1)

#### Investment Accounts possessed as at 31.3.2025



Investment account(s) in bank / securities company (including margin account) AND the value of investment items (e.g. shares, warrants, bonds, funds, unit trusts) and the cash balance of the account(s) possessed as at 31.3.2025.

Certificates or monthly statements showing the types and quantities of investment items and account cash balance as at 31.3.2025.

Name of Owner	Name of Bank / Securities Company	Account No.	Types of Investment Items
---------------	-----------------------------------	-------------	---------------------------

#### Add Investment Account Information as at 31.3.2025

Name of Owner: \*

Name of Bank / Securities Company: \*

Account Number: \*

Types of Investment Items: \*

Value / Cash Balance (as at 31.3.2025): \*

Please report the value and account cash balance of all kinds of investments (including investment accounts, margin accounts, stocks, warrants, bonds and funds, special voluntary contributions to MPF account, etc.) held by you and your family members as at 31.3.2025.



香港證券公司  
Hong Kong Securities Ltd.

#### YIU TAI CHI

FLAT A, 10/F,  
GOODVIEW BLDG.,  
28 GOODVIEW RD.,  
MONGKOK, KLN.

#### Securites Statement

Account Type: Custodian Account  
Account Number: 128598  
Date: 31/03/2025

Book Cash Value (HKD)	HK\$	15,830.07
Portfolio		
Stock	HK\$	268,156.85
Callable Bull/Bear Contracts	HK\$	-
Exchange Traded Funds	HK\$	-
Others	HK\$	-
Net Value of Portfolio (HKD)	HK\$	268,156.85
Net asset value (HKD)	HK\$	283,986.92

#### Transaction Details

TXN Date	TXN Type	Description	Amount	Balance
		Balance b/f		HK\$ (6,984.00)
03/03/2025	Buy	HS Group(#05498) 8,000Shares @2.42	HK\$ (19,426.49)	HK\$ (26,410.49)
10/03/2025	Buy	Orange Enterprise(#16548) 500Shares @48.9	HK\$ (24,521.88)	HK\$ (50,932.37)
16/03/2025	Sell	HS Group(#05498) 8,000Shares @2.33	HK\$ 18,574.57	HK\$ (32,357.80)
18/03/2025	Sell	Regal Group(#04839) 3,000Shares @4.52	HK\$ 13,509.95	HK\$ (18,847.85)
21/03/2025	Buy	Banana Split Corp.(#08843) 800Shares @33.4	HK\$ (26,674.05)	HK\$ (45,521.90)
25/03/2025	Sell	Orange Enterprise(#16548) 500Shares @49.25	HK\$ 24,553.11	HK\$ (20,968.79)
26/03/2025	Buy	Pistachios Fund(#00987) 200Shares @73.9	HK\$ (14,841.14)	HK\$ (35,809.93)
28/03/2025	Sell	Banana Split Corp.(#08843) 800Share @64.55	HK\$ 51,640.00	HK\$ 15,830.07
28/03/2025		Closing Balance		HK\$ 15,830.07



## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.3 Insurance Policies

#### Insurance Policies (value as at 31.3.2025)

Savings / Investment-linked insurance policy with cash value or dividend

**Please input all insurance policies with cash value or dividend (including savings, investment-linked and annuity policies, etc.) owned by you and your family members (i.e. as policy holders) and the cash values and / or dividend amount of the policies as at 31.3.2025 here.**

Annual statement showing the cash value and dividends as at 31.3.2025 of insurance policies for the period of 1.4.2024 to 31.3.2025).

Name of Policy Holder	Name of Insurance Company	Inst
To be added.		

#### Add Insurance Policy Information (value as at 31.3.2025)

Name of Policy Holder: \*

Name of Insurance Company: \*

Insurance Policy Code: \*

Purchase Date:  /  /  DD/MM/YYYY

Currency & Value (as at 31.3.2025):

**Pablo Insurance (H.K.) Co. Ltd**  
香港香港城道120號  
中環城市廣場14樓F室  
Room 14F, Central City Plaza,  
No. 120 Hong Shing Road, Hong Kong  
電話 Tel (852) 2888 0000

#### Anniversary Statement 週年通知書

**YIU TAI CHI**

STATEMENT DATE (mm/dd/yyyy): 24/02/2025  
通知書印發日期 (日/月/年)

POLICY NO. : B68120004  
保單號碼

POLICY OWNER : YIU TAI CHI  
保單持有人

POLICY ANNIVERSARY DATE : 24/02/2025  
保單週年日

POLICY DATE : 24/02/2015  
保單日期

POLICY CURRENCY : 港元 HKD  
保單貨幣

POLICY STATUS : 生效 Effective  
保單狀況

PAYMENT MODE : 每月/自動轉帳  
繳費方式

PAID TO DATE : 24/02/2025  
保單到期日

TRANSACTION PERIOD : 25/02/2024 - 24/02/2025  
交易期

INSURED : YIU SUN CHING  
受保人

SEX : M  
性別

ISSUE AGE : 23  
續發年齡

The policy owner is the applicant, applicant's parent or spouse (for married applicants).

Policy Anniversary Statement during the period from 1.4.2024 to 31.3.2025.

#### SCHEDULE OF BENEFITS AND PREMIUMS 利益及保費表

Type of Coverage 保障計劃	Form 編號	Sum Assured / Principal Amount* 保額 / 基本金額*	Premiums 保費	Benefit Maturity/ Expiry Dates 保障期滿 / 到期日
Whole Life Plan Premium Paid up in 20 Years 二十年付清終身壽險計劃	-	90,000.00	1,253.70	終身 Whole Life
Waiver of Premium/ Whole Life Plan Premium Paid up in 20 Years 免費保費附加契約/二十年付清終身壽險計劃	1942B	90,000.00	0.00	09/02/2042***
Critical Illness Extra Benefit 危疾保險計劃附加契約	1924B	100,000.00	1,093.00	09/02/2048
Accident Insurance Plan 人身意外保險契約	B2104	500,000.00	852.40	09/02/2056

\*\*\*Please notice that the above coverage(s) will be expired and no longer have the protection of insurance from the expiry date.  
\*\*\*請注意，上述保障期滿期滿，並且在期滿日起不再具有保險保障。

#### FINANCIAL STATEMENT 帳戶記錄

Policy Values 保障計劃	Balance Brought Forward 承年往年之結餘	Interest 利息	Current Year Payment 本年度金額	Premium / Loan Deduction# 扣除保費/貸款#	Withdrawal Amount~ 提取款項~	Total Balance 總結餘
Guaranteed Cash Value# 保證現金價值#	-	-	-	-	-	1,253.70
Terminal Dividend for Surrender@ 退保下之終期紅利@	-	-	-	-	-	4,061.70
Annual Dividend@ 週年紅利@	5,199.56	143.20	243.00	0.00	0.00	5,585.76
Total 總額 :						23,237.46
Terminal Dividend For Death Benefit@ 身故賠償下之終期紅利@	-	-	-	-	-	4,061.70

Total cash value of the policy is \$23,237.46.

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.4 Properties / Lands / Carparks

#### Add Property / Land / Carpark Information (value as at 31.3.2025)

Name of Owner(s): \*

YIU TAI CHI

Address of Property / Land / Carpark: \*

FLATA, 2/F.,

96 WELL STREET,

HONG KONG

Please provide documents certifying the ownership of the property / land / carpark, e.g. agreement for sale and purchase, assignments and deeds, Demand for Rates, etc.

Type: \*

Office

Use of Property / Land / Carpark: \*

☒ Vacant

☐ Rented-Out

☐ Self-occupied

☐ Others

If the property is **self-occupied**, please fill in the name(s) of the family members, relatives or friends residing in the property.

If the **property is rented-out**, please report the rental income in Step 6 "Family Income".

Date of Purchase:

03 / 06 / 2012 DD/MM/YYYY

Area of Land / Saleable Area of Property:

200 Sq. ft.

Estimated Market Value as at 31.3.2025:

\$ 1400000

Outstanding Mortgage as at 31.3.2025:

\$ 1100000

Percentage of Ownership: \*

50 %

It is possible to obtain an estimated market value of the property from real estate agents or banks. If the property / land / carpark was bought between 1.1.2025 and 31.3.2025, you may report the purchase price.

Please provide mortgage documents (if applicable) indicating the outstanding loan amount as at 31.3.2025.

If a family member's share of ownership is less than 100%, please furnish the relevant proof.

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.5 Vehicles / Vessels & Taxi / Public Light Bus Licences

#### Add Vehicle / Vessel and Taxi / Public Light Bus Licence Information (value as at 31.3.2025)

Name of Owner(s): *	<input type="text" value="YIU TAI CHI"/>
Type: *	<input type="text" value="PRIVATE CAR"/>
Registration No.: (e.g. Vehicle Registration Mark)	<input type="text" value="DA1234"/>
Date of Purchase:	<input type="text" value="04"/> / <input type="text" value="08"/> / <input type="text" value="1999"/> DD/MM/YYYY
Purchase Price:	\$ <input type="text" value="96000"/>
Estimated Market Value as at 31.3.2025:	\$ <input type="text" value="2000"/>
Outstanding Mortgage as at 31.3.2025:	\$ <input type="text" value="0"/>
Percentage of Ownership: *	<input type="text" value="100"/> %

Enter the type of vehicle or vessel, e.g. private car, taxi, minibus, lorry, van, etc. For taxis, please specify whether they are urban taxis, New Territories taxis, or Lantau taxis.

Please provide Vehicle Registration Document / Certificate of Ownership (for vessels).

Estimate the **vehicle's / vessel's market value as at 31.3.2025**. For taxi or public light bus, please also provide the market value of the licence. If the vehicle, vessel and / or licence were bought between 1.1.2025 and 31.3.2025, you may report the purchase price concerned.

Please provide mortgage documents (if applicable) indicating the outstanding loan amount as at 31.3.2025.

If a family member's share of ownership is less than 100%, please furnish the relevant proof.

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.6 Business Undertakings

**Business Undertakings (including business with or without profit) (value as at 31.3.2025)**

 Business Registration Certificate, business's Balance Sheet and annual statement as at 31.3.2025 (For Limited Companies, a balance sheet verified by a Certified Public Accountant is required)

For business owned by the applicant, please report the profits in Step 12 "Additional Information".

Name of Owner(s)	Name of Business	Nature of Business
To be added.		
<b>Add Business Undertakings at 31.3.2025</b>		
Name of Owner(s): *	<input type="text" value="YIU TAI CHI"/>	
Name of Business:	<input type="text" value="EAST OCEAN (H.K.) GARMENT COMPANY"/>	
Address of Business:	<input type="text" value="FLAT A, 6/F.,"/> <input type="text" value="TAK SHING IND. BUILDING"/> <input type="text" value="2 TAK YIP STREET"/> <input type="text" value="KWUN TONG"/>	
Ownership of Business Premises:	<input type="radio"/> Self-owned <input checked="" type="radio"/> Rented	
Nature of Business: *	<input type="text" value="GARMENT INDUSTRY"/>	
Business Registration No.:	<input type="text" value="99999999"/>	
Estimated Net Asset Value as at 31.3.2025:	<input type="text" value="\$ 188000"/>	
Percentage of Ownership: *	<input type="text" value="100"/> %	

Please provide the name and address of the business owned by you and your family members and specify if the premises used by the business is rented or self-owned. Please also state the nature of the business.

If the business premises is self-owned by you and your family members, please report it in the section of "Properties / Lands / Carparks" of Step 10 as well.

Please provide a copy of the Business Registration Certificate.

If a family member's share of ownership is less than 100%, please furnish the relevant proof.

Please provide the **business' Balance Sheet as at 31.3.2025** verified by a Certified Public Accountant. If such document is not available, a self-prepared Balance Sheet may be provided for SFO's consideration. Please note that this arrangement is not applicable to limited companies.


2025/26 Tertiary Student Finance Scheme – Publicly-funded Programmes  
East Ocean (H.K.) Garment Company  
Balance Sheet  
as at 31.3.2025

	HK\$	HK\$	HK\$
<b>Assets</b>			
1. Cash in hand		51,000.00	
2. Bank balance		32,000.00	
3. Accounts receivable	20,000.00		
Less: Provision for bad debts	10,000.00		
4. Inventory		10,000.00	
5. Advance payment		22,000.00	
6. Utilities		1,000.00	
7. Property	75,000.00		
Less: Accumulated depreciation	35,000.00		
8. Appliances	20,000.00		
Less: Accumulated depreciation	10,000.00		
9. Goodwill		10,000.00	
		20,000.00	
<b>Total Assets</b>			<b>188,000.00</b>
<b>Liabilities</b>			
1. Accounts payable		8,000.00	
2. Loans from others		5,000.00	
3. Overdraft		10,000.00	
4. Invoices payable		5,000.00	
5. Long-term mortgage loan		15,000.00	
6. Long-term loan		15,000.00	
<b>Total Liabilities</b>			<b>58,000.00</b>
<b>Net Capital</b>			
Registered capital		10,000.00	
Net profit for the year ending 31.3.2025		120,000.00	
<b>Total Net Capital</b>			<b>130,000.00</b>
<b>Total Liabilities and Net Capital</b>			<b>188,000.00</b>

## 2. ILLUSTRATION OF REPORTING FAMILY ASSETS

### 2.7 Other Assets

#### Add Other Assets Information (balance as at 31.3.2025)

Click  for more information.

Name of Owner: \*

Cash in Hand: HK\$


Loan to Others (including the amounts due to directors): HK\$

Assets Held in Trust for Others: HK\$

Assets Entrusted to Others: HK\$

Gold or Silver: ☒ Gold   
☒ Tael ☐ Ounce

☐ Silver   
☐ Tael ☐ Ounce

Other Assets (including betting account balance, electronic wallet balance, etc.):   HK\$   
(Please specify the nature and value)

Please fill in **all other assets as at 31.3.2025** (such as cash in hand, loan to others, assets held on behalf of others, assets belonging to you and your family members but under others' custody, gold, silver, cheques in transit, betting account and e-wallets balance, other readily realisable assets and valuables, etc.).

Please report **any loan made to others which was not fully repaid as at 31.3.2025**. Even if the loan might have already been reported in previous applications, the outstanding amount should still be reported as long as the loan had not been fully repaid by 31.3.2025. If the total amount is less than HK\$5,000, it is not required to be reported.

## 3 ADDITIONAL INFORMATION

### 3 Additional Information

#### Step 12

All unavailable information / supporting documents should be stated in Step 12 and you should take the initiative to submit to SFO once available.

Please read the relevant parts of [Guidance Notes](#) before starting this step and view “[Illustration of Reporting Income and Assets](#)”.

#### Additional Information

Please provide additional information in the following table and submit the relevant supporting document(s) if:



- there has been substantial change in your family situation after 31.3.2025 (e.g. an unmarried sibling residing with the family moved out / got married or a family member passed away); or
- there are any special circumstances or information that may not be reflected in Step 2 to Step 11 that are deemed useful for SFO to process the application.

Father was dismissed by the company in December 2024 and is currently unemployed and looking for a job.

Mother passed away due to illness in April 2025.

You may report relevant information in Step 12 “Additional Information” if there has been substantial change in your family situation after 31.3.2025 (e.g. family members got married, passed away, retired, became unemployed, changed jobs, etc.). Please also provide relevant supporting documents (e.g. document of retirement, resignation letter, income statement, etc.).

#### Information / Supporting Document(s) Not Available



Any information / supporting document(s) not available at the time of submitting the application should be stated in this section. You should take the initiative to submit the said information / document(s) once they are available. Otherwise, SFO may treat it as omission and reject your application.

1) Father's monthly statements of Bank of Hong Kong (September 2024 - February 2025) which are pending for re-printing by the bank

2) Mother's death certificate

Please list out with explanations all unavailable information / documents at the time of submitting the application and state when the information / documents will be available. You should take the initiative to provide the information / documents once they are available. Otherwise, SFO will treat them as omissions and may reject your application.