傭工放假信

Helper Annual Leave Letter

本人(僱主) _____，身份証號碼 _____，
I (Employer) HKID no

傭工 _____，身份証／護照號碼 _____，
Helper HKID / Passport no

合約編號 _____，在 _____ 至 _____（日期）返回
D.H. Contract no. on to (Date) go back

菲律賓 / 印尼 放假，若女傭逾期回港，則當作自動解除合約論．
to Philippines / Indonesia for annual leave, if helper didn't come back to HK on time , I will treat herself to be resign the contract automatically.

1. 工資 Wages (由 from _____至 to _____) $_____

2. 款項代替機票 或 機票 _____ (航空公司) $_____
   Payment in lieu of air –ticket / air ticket of _____(Airline)

3. 其他 Others _____ $_____

_____ _____
傭工簽署 Signature of Helper 僱主簽署 Signature of Employer

_____ _____
見證人簽署 Signature of Witness 日期 Date