



Government of the  
Macao Special  
Administrative Region  
  
Financial Services Bureau

# SALARIES TAX – GROUP 1 REGISTRATION FORM

# M/2

Please read the instructions on the back of this form carefully before filling it in.

<b>1 Taxpayer name :</b>  Chinese: Surname _____ Given name _____  Portuguese: Last name _____  First name _____ Middle name _____	<b>2 Tax number:</b>    	
<b>3 Identity document:</b>  Type _____ Number _____	<b>Date of birth:</b>  _____ / _____ / _____ (day/month/year)	<b>Sex:</b>  <input type="checkbox"/> M <input type="checkbox"/> F
<b>4 Local address:</b>  Street name: _____  No.: _____ Floor: _____ Flat: _____  Building: _____ Block: _____		
<b>5 Other contact information:</b>  Telephone: _____ Mobile No.: _____  Email: _____	<b>6 Please select if the employee wishes to receive tax information via the following methods:</b>  <input type="checkbox"/> Mobile no. <input type="checkbox"/> Email  Message language <input type="checkbox"/> Chinese: <input type="checkbox"/> Portuguese:	
<b>7 Employer:</b>  Business Tax Registration no. or employer no. _____ Telephone: _____  Business or Employer name: _____		
<b>8 Starting date of employment (day/month/year)</b> _____ / _____ / _____	<b>9</b> <input type="checkbox"/> Employee <input type="checkbox"/> Part-timer	
<b>10 All the information declared is true and correct, and no requested information has been omitted.</b>  <div style="text-align: right; margin-right: 100px;"> <b>Employer</b>           _____  <b>Signature and stamp</b>           Date _____ / _____ / _____       </div>	<b>11 Verified by Macao Tax Department</b>   Inputted on _____ / _____ / _____ by _____	
<b>12 Remarks:</b>    		

## Notes and instructions for completing the form

- 1) The employer should complete this form attached with a copy of the relevant identity document(s) and submit it to the Macao Tax Department within fifteen days of employment commencing.
- 2) Please indicate the type of identity document by using the following codes in section 3:
  - 15 = Non-resident Worker's Identification Card
  - 20 = Macao SAR Resident Identity Card (permanent or non-permanent)
  - 26 = Special Authorization Stay Card
- 3) Please indicate the employee's full Macao residential address in section 4.
- 4) Please fill in section 6 if the employee agrees to receive relevant tax information messages, and also select the preferred language.
- 5) Please provide the corresponding Business Tax Registration number or employer number assigned by the Salaries Tax Centre in section 7.
- 6) Please fill in the M/2B Registration Data Amendment Form if the employee wishes to amend his/her own registration data.
- 7) For any queries about filling in this form or Salaries Tax, please contact the Tax Enquiries Centre (Telephone: 2833 6886).