

Raimondi College Primary Section
Fee Remission Scheme
Cover Sheet for Supporting Documents

1. Please tick '✓' the appropriate boxes and complete the following table.
2. Please sign in the space provided.
3. Please put ALL the supporting documents under this sheet and staple them, including this sheet.

To be completed by the applicant:

Checklist of Documentary Evidence to be submitted with the Application		
Original/ Copy	Documentary Evidence of Annual Family Income for the period 1/4/2024 – 31/3/2025	(Internal Use Only)
	<i>A. Income of salaried employed person</i>	
<input type="checkbox"/>	(1) Employer's Return of Remuneration and Pensions Form (I.R.56); if not available	<input type="checkbox"/>
<input type="checkbox"/>	(2) Salary Statement; if not available	<input type="checkbox"/>
<input type="checkbox"/>	(3) Tax Demand Note issued by the Inland Revenue Department (I.R.C.6401); if not available	<input type="checkbox"/>
<input type="checkbox"/>	(4) Bank transaction record showing payment of salary, allowance, etc. *together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks); if not available	<input type="checkbox"/>
<input type="checkbox"/>	(5) "Income Certificate" certified by the employer	<input type="checkbox"/>
	<i>B. Income of self-employed driver, or person running business (including sole proprietorship business/partnership business/limited company)</i>	
<input type="checkbox"/>	(6) Profit and Loss Account verified by a Certified Public Accountant; if not available	<input type="checkbox"/>
<input type="checkbox"/>	(7) "Income Statement (Form C)"; or	<input type="checkbox"/>
<input type="checkbox"/>	(8) "Income Statement (Form A)" with self-prepared Profit and Loss Account; and	<input type="checkbox"/>
<input type="checkbox"/>	(9) Personal Assessment Notice (if applicable)	<input type="checkbox"/>
	<i>C. Income of salaried employed or self-employed person (except category B above) who cannot produce any income proofs</i>	
<input type="checkbox"/>	(10) "Income Statement (Form B)"	<input type="checkbox"/>
	<i>D. Other income: Interest from fixed deposits, stocks, shares and bonds, etc.</i>	
<input type="checkbox"/>	(11) Dividend advice (if any); or	<input type="checkbox"/>
<input type="checkbox"/>	(12) Interest advice (if any); or	<input type="checkbox"/>
<input type="checkbox"/>	(13) Bank deposits advice/statements/pass book (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)	<input type="checkbox"/>
	<i>E. Other income: Rental income</i>	
<input type="checkbox"/>	(14) Tenancy/Agreement; if not available	<input type="checkbox"/>
<input type="checkbox"/>	(15) Bank transaction record showing rental income (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)	<input type="checkbox"/>
<input type="checkbox"/>	(16) Property tax assessment notices.	<input type="checkbox"/>

<input type="checkbox"/>	<i>F. Other income: Alimony/living expenses from ex-spouse/monthly pension/widow's children compensation/gratuity, etc.</i>	<input type="checkbox"/>
<input type="checkbox"/>	(17) Relevant document(s)	<input type="checkbox"/>
	Proof of single-parent family status:	
<input type="checkbox"/>	(18) E.g. Supporting documents for divorce/separation, death certificate of spouse, etc.	<input type="checkbox"/>
	Others:	
<input type="checkbox"/>	(19) (Please specify:)	<input type="checkbox"/>

I, _____ (Name of Applicant),
the parent/legal guardian of _____ (Name of Student),
have submitted the above documents with the application form.

Signature of Applicant: _____

Date: _____