

**Declaration Form of Residence, Employment, or Attendance in a Tertiary or Non-Tertiary Education Course Recognised by the Competent Local Authorities in the Guangdong-Macao In-Depth Cooperation Zone in Hengqin**

**D/11**

To the Social Security Fund:

For the purpose of **enrolment as a beneficiary under the Arbitrary System**, I hereby declare that, owing to my residence, employment, or attendance in a tertiary or non-tertiary education course recognised by the competent local authorities in the Guangdong-Macao In-Depth Cooperation Zone in Hengqin (hereinafter referred to as the “Cooperation Zone”), I have resided in Macao for fewer than 183 days within the twelve months preceding the submission of my enrolment application. I therefore request that this period be deemed as my residence in Macao.

<b>I Personal Information:</b>		
Full Name	<b>Chan Tai Man</b>	Macao SAR Resident ID Card Number <b>7777XXX(X)</b>
Mainland Travel Permit for Hong Kong and Macao Residents (Home Return Permit) Number		<b>M0XXXXXXXX</b>
Residence Permit for Hong Kong and Macao Residents		<input type="checkbox"/> I do not hold a Residence Permit <input type="checkbox"/> I hold a Residence Permit, Number: _____
<b>II Circumstances in the Cooperation Zone</b> (Please refer to the reverse side for documentary requirements and a sample)		
Supporting Documents Provided (multiple selections allowed)	Declared Period	Cooperation Zone Information
<input type="checkbox"/> <b>Residence</b>	____ Year ____ Month ____ Day to ____ Year ____ Month ____ Day	Address of Residence: _____
<input type="checkbox"/> <b>Employment</b>	____ Year ____ Month ____ Day to ____ Year ____ Month ____ Day	Company Name: _____ Work Address: _____
<input type="checkbox"/> <b>Study</b>	____ Year ____ Month ____ Day to ____ Year ____ Month ____ Day	Name of Institution: _____

- **I acknowledge and consent to the Social Security Fund verifying and obtaining, from public departments or institutions in Macao or in other countries or regions, the information and documents required for the assessment of the above declaration made by me.**
- **I fully understand that if I submit a false declaration or provide false or incorrect information, I may be subject to criminal liability.**

**Applicant**

*Chan Tai Man*

Signature (must match the signature on the Macao SAR Resident ID Card)  
(If unable to sign, please affix the right thumbprint)

2026 Year XX Month XX Day

**List of Documents to be Submitted**

1. Photocopies of the applicant’s Macao SAR Resident ID Card, Mainland Travel Permit for Hong Kong and Macao Residents (Home Return Permit), and, if applicable, the Residence Permit for Hong Kong and Macao Residents.
2. For residents: proof of residence. The requirements for supporting documents are as specified in the sample provided on the reverse side.
3. For employees (including salaried shareholders): occupational tax documents, records of employees’ social insurance contributions in the Chinese Mainland, or employment certificates covering the twelve months preceding the enrolment application. Employment contracts will not be accepted.
4. For students: academic transcripts or proof of attendance issued by the institution, or printed online, covering the twelve months preceding the enrolment application (please refer to the reverse side for documentary requirements and a sample). Student cards or tuition fee receipts will not be accepted. If the course was completed within the twelve months preceding the date of enrolment, a photocopy of the relevant graduation certificate must be provided.

**Note: For verification and investigation purposes, other supporting documents as required by the Social Security Fund must also be submitted.**

**Sample**  
**Proof of Residence**

The Proof of Residence in the Chinese Mainland issued by the civil affairs department, the resident committee, the villager committee, etc., must include the following information:

(On institution's official letterhead)

Name of Institution

Address and Telephone Number

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**Proof of Residence**

This is to certify the residence status of the following individual:

Full Name : Chan Tai Man

Macao SAR Resident ID Card Number : 1234567(8)

Place of Residence : Room X, X Floor, Block X, X Building, X Road, Guangdong-Macao In-depth Cooperation Zone in Hengqin, Zhuhai Macao

Period of Residence : 1 March 2025 to 28 February 2026

This certificate is hereby issued.

Seal of the Institution

Institution's Seal:

Date of Issue: 1 March 2026

The information provided must be consistent with the applicant's Macao SAR Resident ID Card. Where such consistency cannot be demonstrated, supplementary documentary evidence establishing that both refer to the same individual must be submitted.

The proof must cover the twelve months preceding the submission of the enrolment application.

The document must be issued after the stated "Period of Residence".

**The proof of employment issued by the employer must include the following information:**

(Letterhead of company/institution)

Name of company/institutio


Address and telephone number

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**Proof of Employment**

This document certifies the employment of the following person :

Full Name	:	Chan Tai Man
Macao SAR Resident ID Card Number	:	1234567(8)
Position	:	Engineering Department Clerk
Period of employment	:	1 March 2025 to 28 February 2026
Employment end date (if applicable)	:	28 February 2026

Seal of the company/institution : 

Job title of the person in charge : Personnel Manager

Name of the person in charge : Cheong Sam

Signature of the person in charge : *Cheong Sam*

Date of signing : 1 March 2026

The information provided must be consistent with the applicant's Macao SAR Resident ID Card. Where such consistency cannot be demonstrated, supplementary documentary evidence establishing that both refer to the same individual must be submitted.

The proof must cover the twelve months preceding the submission of the enrolment application.

The document must be issued after the "period of employment".

**Sample**  
**Proof of School Attendance**

The proof of school attendance issued by the school must include the following information:

(School letterhead)

School name

Address and telephone number

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**Proof of School Attendance**

This document certifies the school attendance of the following person:

Student Name	: Chan Tai Man
Macao SAR Resident ID Card number	: 1234567(8)
Student ID number	: 90192
Field of study	: Marketing
Academic degree	: Bachelor
Course duration	: 4 years
Year of study	: Year 2
Period of school attendance	: 1 March 2025 to 28 February 2026

Seal of the school :

Job title of the person in charge : Head of Registry

Name of the person in charge : Cheong Sam

Signature of the person in charge : *Cheong Sam*

Date of signing : 1 March 2026

The information must be consistent with the information on the applicant's Macao SAR Resident ID Card. If the information on the two documents is inconsistent, the applicant must provide other documents to prove that the person in the two documents is referring to the same person.

It should include the period of school attendance within the 12 months prior to the date of application.



The document must be issued after the stated "period of school attendance"