

# 補交供款申請表

APPLICATION FOR RECTIFYING THE DEFAULT CONTRIBUTIONS

樣式  
SAMPLE

由僱主填寫 To be completed by employer

僱主名稱 Ku Chu Company Limited  
Name of employer

僱主註冊編號 1088888888 電話 2888 XXXX  
Employer registration number Phone number

補交供款季度為 Quarters 1 and 2 of 2017，並附相關季度的供款憑單  
The calendar quarter(s) that you apply to rectify the default contributions is/are , and attached are the contribution advice of the related quarter(s)

及附交財政局職業稅表：Forms M/2, M3/M4 of 2017, M/2A  
and DSF Salaries Tax Return:

相關法例：

Related laws:

1. 僱主須履行向社會保障基金註冊並為僱員登錄及供款的責任，於每年一月、四月、七月及十月按季繳納前一季度的供款。對於以具期限勞動合同提供工作的情况，須在工作月份的翌月內繳納供款。〔第 4/2010 號法律第十二條、第十五條、第十六條及第十九條第三款及第四款〕Employers must fulfil their obligations such as registration with the FSS, enrolment of employees and paying contributions for them. The contributions of the preceding quarter are paid, on a quarterly basis, in January, April, July and October of each year. For work provided under term labour contracts, contributions should be paid in the month that immediately follows the employee's work month. (Articles 12, 15, 16 and 19(3) and (4) of Law No. 4/2010)
2. 僱主不在法定期限內繳納供款，須支付遲延利息，其每月利率為所欠供款總額的百分之三計算，不足一個月亦按一個月計算。如利息金額少於澳門幣五十元，則按澳門幣五十元徵收，遲延利息於繳納所欠供款時同時繳納。〔同一法律第二十一條第一款及第二十二條〕An employer who fails to pay contributions within the statutory period is liable to a late payment interest. The monthly interest rate is 3% on the total amount of contributions in arrears, where a fraction of a month shall be counted as a full month. An interest of 50 patacas shall be levied if the amount of interest calculated is less than 50 patacas. The late payment interest should be paid together with the contributions in arrears. (Articles 21(1) and 22 of the same law)
3. 倘僱主不在法定期限內進行註冊或為僱員登錄，按違法行為所涉及的每一僱員，可被科處澳門幣二百元至一千元的罰款。〔同一法律第六十一條第一款(一)項及(二)項〕If an employer fails to register with the FSS or enrol the employees within the statutory period, he/she will be liable to a financial penalty of 200 to 1,000 patacas for each employee affected by his/her infractions. (Article 61(1)(a) and (b) of the same law)
4. 在有關期限屆滿的六十日後仍不繳納其負責繳納的供款，可被科處不超過所欠供款金額一半的罰款，但最低為澳門幣五百元。〔同一法律第六十一條第二款〕An employer, who fails to pay contributions for which he/she is responsible after 60 days from the expiry of the relevant period, shall be liable to a fine of up to half of the amount of contributions in arrears, but the minimum amount is 500 patacas. (Article 61(2) of the same law)

澳門 12 日 04 月 2018 年  
Macao day month year

Lei Ku Chu **Ku Chu**  
Company Limited  
簽名及蓋章（印章須與僱主名稱一致）  
Signature and company chop (the name on company chop must match the name of employer)

由社會保障基金填寫 FOR FSS USE ONLY

補交供款申請表收條 Receipt for Your Application for Rectifying the Default Contributions