

Working Outside the Macao SAR for an Employer Registered with the Social Security Fund

Statement of Request

Applicable to Distributions under the Non-Mandatory Central Provident Fund and Wealth Partaking Scheme

To the Social Security Fund:

I hereby request the distribution of funds for the year 2026. For the above reason, I was present in the Macao SAR for fewer than 183 days in 2025. Accordingly, my employer and I hereby declare as follows:

* Each Statement of Request applies to only one distribution year. If more than one year is involved, a separate Statement of Request must be completed, and supporting documents for the calendar year immediately preceding the distribution of funds must be submitted.

For FSS use only

RP-13

Sample

I Applicant (Employee) Identity Information:			
Full Name	Chan Tai Man	Macao SAR Resident ID Card Number	5123467(8)
II Information of Employer in Macao: (to be declared by the employer)			
Employer Name (Company Name)	Marcas Famosas (Macao) Co., Ltd.	Social Security Fund Employer Registration Number	1001234567
Employer / Legal Representative's Full Name	Cheong Ku Chu	Employer / Legal Representative's Job Title	Executive Director
III Information on Work Performed Outside Macao by the Applicant (Employee): (to be declared by the employer)			
Period of Work Outside Macao	From <u>1</u> (day) <u>1</u> (month) to <u>31</u> (day) <u>12</u> (month) 2025	Number of Working Days Outside Macao	365
Position Held	Sales Director		
Reason for Working Outside Macao	Fill in the reason for being posted to work outside Macao.		
Name of Employer Outside Macao (Company Name)	Marcas Famosas (Singapore) Co., Ltd. Proof of operation for 2025 must be submitted, such as a business tax return or an annual report, and must be issued or stamped by the government of the place concerned.		
Country / Region of Posting (detailed address must be provided)	Country / Region: Singapore Address: Ju Long Gang Zhong Yang Tong Dao Da Pai No 123,01-23, Singapore		
Relationship Between the Employer in Macao and the Employer Outside Macao (please tick "✓" the appropriate box <input type="checkbox"/>)	<input checked="" type="checkbox"/> Same shareholder, named _____ (proof of identical shareholder with the employer outside Macao in 2025 must be submitted, such as the 2025 annual report) <input type="checkbox"/> Agency relationship (supporting documentation of an agency relationship with the employer outside Macao in 2025 must be submitted, such as the agency contract) <input type="checkbox"/> Branch relationship (supporting documentation of a branch relationship with the employer outside Macao for 2025 must be submitted, such as the 2025 annual report) <input type="checkbox"/> No employer outside Macao (the Declaration Form (R/13-A) must be submitted, for verification by the Social Security Fund and relevant departments regarding the specific work performed and the relationship involved)		

- My employer and I acknowledge and agree that the Social Security Fund may verify or obtain, from public departments or institutions in Macao or other countries or regions, the information or documents necessary to assess my above request.
- My employer and I clearly understand that if we provide false declarations or incorrect or inaccurate information, we may incur criminal liability and be required to repay any payments received.

Applicant (Employee)

Employer / Legal Representative

Chan Tai Man

Marcas Famosas (Macao) Co., Ltd.

Cheong Ku Chu

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

Signature (must match the identity document) and the employer's official stamp

XX day XX month 2026 year

XX day XX month 2026 year

List of Required Documents

1. Copy of the applicant's Macao SAR Resident ID Card.
2. In addition to the above document, the employer or legal representative must submit a copy of the employee's employment contract or payroll records for the period of work outside Macao in 2025.

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