

Indonesian Consulate General Hong Kong  
No. 6-8 Keswick street  
Causeway Bay  
Hong Kong

Date :

Dear Sir / Madam,(敬啟者)

### Letter Of Guarantee (保證書)

I The undersigned (本人)\_\_\_\_\_Mr./Mrs./Ms(先生/太太/小姐) Of  
(地址)\_\_\_\_\_

Residence telephone No.(住宅電話)\_\_\_\_\_

Hereby wish to advise about conditions below of Ms.\_\_\_\_\_

Who will be guarantee during her employment with the undersigned below in Hong Kong(特此敬告 閣下有關於  
\_\_\_\_\_女士在香港僱用期間,下列僱傭條件的保障)。

1. In event of termination of employment contract, I guarantee Ms.\_\_\_\_\_ For the Airfare to Indonesia in any circumstances, moreover should I leave Hong Kong permanently for any reason.. I also guarantee her return Airfare to Indonesia.(任何情況下 ,結束僱傭合約本人保證負責\_\_\_\_\_女士返回印尼的機票而且無論任何理由,若本人須要永久離開香港本人也保證負責。)
2. In accordance with the Employment Contract ,I further guarantee that a monthly salary is not less than HK\$ 3,270.00 ( Hong Kong Dollars three thousand two hundred and seventy only)will be paid to Ms.\_\_\_\_\_ ( 按照 僱 傭 合 同 規 定 本 人 保 證 每 月 支 付 予 \_\_\_\_\_女士的工資,不少於港幣叁仟貳佰柒拾元正)。
3. I further guarantee to provide Ms.\_\_\_\_\_ with free accommodation, Food and Sufficient winter clothing during employment in Hong Kong as provide for point 9& 10 of employment contact.( 按照 僱 傭 合 同 第 九 和 第 十 條 規 定 本 人 同 時 保 證 在 香 港 僱 傭 期 間 ,免 費 供 應 \_\_\_\_\_女士住宿,伙食及足夠的冬天衣服。)
4. I also guarantee to provide full free medical treatment including hospitalization if necessary, during the Employment' s period of Ms.\_\_\_\_\_ (在僱傭期間,當有需要醫療治病,本人也保證提供\_\_\_\_\_女士完全及免費醫療包括住院。

\_\_\_\_\_  
Name of Witness (見證人)

\_\_\_\_\_  
Employer' s full name & signature (僱主全名及簽署)  
ID Card no (身份證號碼)\_\_\_\_\_ ( )