Annex

Part A (For entity to be exempted which has been established)

Has the entity to be exempted commenced carrying out charitable activities? ☐ **Yes (provide details below)** ☐ **No**

List of the activities (including making donations)[Note 1] ***which have already been carried out*** **in the past 12 months (or less, if appropriate)**[Note 2]
(If the space provided is insufficient, please give details on a separate sheet and staple the sheet to this application form.)

SN	Description	Purpose[Note 3]	Date/period and venue	Frequency	Beneficiaries and their relationship with the entity to be exempted (if any)	Any fees charged and the basis (if applicable)	If the activity was co-organised jointly with others, state the other co-organiser(s) and their relationship with the entity to be exempted (if any)
1							
2							
3							
4							
5							
6							

Part B

List of the activities (including making donations)[Note 1] *planned* for the next 12 months from the date of establishment or date of application, where appropriate[Note 2]
(If the space provided is insufficient, please give details on a separate sheet and staple the sheet to this application form.)

SN	Description	Purpose[Note 3]	Date/period and venue	Frequency	Beneficiaries and their relationship with the entity to be exempted (if any)	Any fees charged and the basis (if applicable)	If the activity will be co-organised jointly with others, state the other co-organiser(s) and their relationship with the entity to be exempted (if any)
1							
2							
3							
4							
5							
6							

Note [1]: Do not include the internal or administrative activities of the entity to be exempted (e.g. directors' meetings regarding internal operations) which do not directly further the charitable objects.

Note [2]: If there are other documents that can show the details of the activities carried / to be carried out by the entity to be exempted, you may also provide them for the Department's consideration.

Note [3]: Please indicate what charitable object(s) is/are to be achieved and how such charitable object(s) is/are to be achieved. Do not simply restate the charitable purposes or objects of the entity to be exempted as written in its governing instrument.