

Date: _____

Foreign Domestic Helpers Unit
Immigration Department
7 Gloucester Road, Wan Chai
Hong Kong

Re: Mutual Agreement of Termination Contract

Employment Contract No.: _____

Please be advised that we the employer _____
holder of Hong Kong Identity Card No. _____
And the domestic helper _____
holder of Hong Kong Identity Card No. _____
would like to early terminate the domestic helper employment contract with immediate
effect. without further notice nor any compensation in lieu are required by each party.

We shall be grateful if your department would update your record accordingly.

Thank you very much for your attention.

Yours truly,

Employer

Helper