



Guidelines for Application for Renewal of Temporary Residency – Investment Plan / Major Investment

Appointments may be made and application documents submitted either in person by the main applicant or by an authorised person with a notarised power of attorney. Within the six months prior to the expiration of the Temporary Residency Permit, the applicant or their authorised representative should bring the original or a notarised copy of the applicant's Macao Non-permanent Identity Card to the reception on the 1st floor of our department **to make an appointment. After an appointment has been made, the following documents should be submitted at the specified date and time.**

1. Identification Documents

- (1) Macao Special Administrative Region Non-permanent Identity Card (Original and Copy);
- (2) Chinese or Foreign Nationals: pages of passport showing personal information, remarks and the signature of the holder (Original and Copy);
- (3) Hong Kong Residents: Hong Kong Permanent Identity Card or Hong Kong Non-permanent Identity Card and pages of the Document of Identity for Visa Purpose showing personal information, remarks and the signature of the holder (Original and Copy); Holders of "Hong Kong Re-entry Permit" should submit pages of the "Hong Kong Re-entry Permit" showing personal information, remarks and the signature of the holder (Original and Copy);
- (4) [A state of matrimony declaration provided by IPIM must be submitted.](#)
- (5) Macao Criminal Conviction Certificate: If the applicant is 16 years old or above on the day of renewal, he/she should submit an original of the criminal conviction certificate issued by the Macao Identification Bureau.
- (6) Each applicant should submit one recent 1.5 inch black and white or colour photo with a white background, and attach it to the indicated place on the application form.

2. Renewal Application Documents

- (1) Original of a valid business registration certificate (applicable for companies);
- (2) Declaration Form of Start/Alteration of Activity of Industrial Contribution of the Finance Services Bureau (M/1 Form, applicable for owners of individual proprietorships; if the business owner also has business registration, the original of the relevant valid business registration certificate must be submitted)
- (3) **Final profit and loss statements and balance sheets** from the most recent two years: Businesses which have not been in operation for two years or more may submit **final profit and loss statements and balance sheets** from the most recent year;
- (4) Receipt of Industrial Contribution (M/8 Form), declaration of Supplementary Income Tax – Set B (M/1 Form), notification of determination of Supplementary Income Tax (M/5 Form) and receipt of Supplementary Income Tax (M/6 Form, only applicable for Businesses with profit) from the most recent two years: Businesses which have not been in operation for two years or more may submit each of these documents for the most recent year;
- (5) Report from the most recent quarter concerning Occupational Taxation for all enrolled or casual staff/workers (M3/M4 Form, if applicable);
- (6) Social Security Fund payment receipt from the most recent quarter (if applicable);
- (7) Document(s) certifying the amount of capital, e.g. a certificate of bank balance from a credit organisation in Macao, a bankbook and a monthly statement. Where there is more than one certificate, the cut-off dates of the certificates should be the same, otherwise only the certificate(s) with the latest date will be regarded as valid;
- (8) Information which throws light on the investment, photos of the company and products, catalogues of products,;
- (9) If the applicant has changed his/her investment type or has new investment, he/she should provide a complete set of documents to our department for re-approval.

Please contact the Residency Application and Legal Affairs Division, Macao Trade and Investment Promotion Institute with any enquiries:
Institute:

Enquiry Hotline: 853 - 2871 2055

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