

Hong Kong Company Formation Form

This Form is used for providing us the necessary information for incorporating a Hong Kong limited company. You may fill in the Form and click the "Submit Form" button below to send it to us by e-mail or print it out and fax to our Hong Kong fax number (852) 2851 1480. We will then inform you the progress within two to three working days.

(This form can be printed better by clicking the pdf form at the top right corner under the menu bar.)

Please make sure that all the individuals' names (**including middle names**) must be the same as the names on their passports. Message sent via this Form will be encrypted using Secure Socket Layer Encryption to protect its security.

CONTACT PERSON
Name (Mr/Ms)
Address
Postcode
E-mail <* Required> Email Required
Telephone No.
Mobile Phone No.
Fax No.

COMPANY PARTICULARS
Proposed English Name
Proposed Chinese Name (optional)
Nature of business including product/service details
Country(ies) where business will be carried out
Country(ies) of customers
Country(ies) of suppliers
Forecast Annual Sales Amount HK\$
Capital (HK\$)
Do you need us to be your Company Secretary ? Yes / No
* If no, please advise Secretary's name
Do you need us to provide Hong Kong registered office ? <input type="checkbox"/> minimal correspondence, but no telephone/fax service <input type="checkbox"/> minimal correspondence & a HK telephone number for tape recording telephone messages & receiving fax <input type="checkbox"/> some correspondence & telephone/fax service (only a few calls per month & not dedicated telephone line) <input type="checkbox"/> more correspondence & telephone/fax service (not dedicated telephone line) <input type="checkbox"/> more correspondence & telephone/fax service (dedicated telephone line & answering in your company name) <input type="checkbox"/> none, thanks. Please advise Hong Kong registered office address : _____

SHAREHOLDER/DIRECTOR 1

Surname - English Same as on Passport
Other Names including any middle name(s) - English including any middle name(s) Same as on Passport
Chinese Name in Chinese characters Same as on Passport
Do you have any middle name ? Yes / No
Home Address - Line 1
Home Address - Line 2
Address Country
Passport No.
Passport Issuing Country i.e. Country of Nationality
Occupation
No. of Shares
HK / Chinese ID No
Will he/she be a director ? Yes / No

SHAREHOLDER/DIRECTOR 2

Surname - English Same as on Passport
Other Names including any middle name(s) - English including any middle name(s) Same as on Passport
Chinese Name in Chinese characters Same as on Passport
Do you have any middle name ? Yes / No
Home Address - Line 1
Home Address - Line 2
Address Country
Passport No.
Passport Issuing Country i.e. Country of Nationality
Occupation
No. of Shares
HK / Chinese ID No
Will he/she be a director ? Yes / No

SHAREHOLDER/DIRECTOR 3

Surname - English Same as on Passport
Other Names including any middle name(s) - English including any middle name(s) Same as on Passport
Chinese Name in Chinese characters Same as on Passport
Do you have any middle name ? Yes / No
Home Address - Line 1
Home Address - Line 2
Address Country
Passport No.
Passport Issuing Country i.e. Country of Nationality
Occupation
No. of Shares
HK / Chinese ID No
Will he/she be a director ? Yes / No

CORPORATE SHAREHOLDER 1 (if any)

Company Name
Registered Office - Line 1
Registered Office - Line 2
No. of Shares acquired
Name of Authorized Representative

CORPORATE SHAREHOLDER 2 (if any)

Company Name
Registered Office - Line 1
Registered Office - Line 2
No. of Shares acquired
Name of Authorized Representative

BANK ACCOUNTS & SIGNING MANNER

- No, thanks
- HSBC
- Hang Seng Bank
- Standard Chartered Bank
- DBS Bank (Hong Kong) Ltd

- Bills account (for receiving and issuing letters of credit)
- US\$ current account
- US\$ savings account
- HK\$ current account
- HK\$ savings account
- Others - please specify in Comment/Questions Column

- Phone/Internet banking service
- Phone/Internet banking service with ATM card (not debit card)
- No, thanks

- Any one director singly
- Any two directors jointly
- The major shareholder singly
- Other (Please fill in Comments/Questions Column below)

COMMENTS/QUESTIONS

If this Form is not enough to fill in all the shareholders/directors, you may fill in the details of the other shareholders/directors in the Comments/Questions Column or submit this form more than once.

[You may click here to check Hong Kong Public Holidays](#)

CONTACT US

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[in Chinese language in pdf format](#)

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