

COMPANIES ORDINANCE
(Chapter 622 of the Laws of Hong Kong)

In exercise of the power conferred on me under section 32 of the Companies Ordinance (Chapter 622) (“the Companies Ordinance”), I hereby specify that with effect from 6 February 2017, any document to be delivered in electronic form (other than a shareholders’ list on CD-ROM or DVD ROM that accompanies the relevant Annual Return or Return of Allotment in hard copy form) to the Registrar of Companies (“Registrar”) for registration under:

- (a) the Companies Ordinance; or
- (b) the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Chapter 32)

shall comply with the following requirements:

System Requirement

A document to be delivered in electronic form (other than a shareholders’ list on CD-ROM or DVD-ROM referred to above) shall be delivered to the Registrar through:

- (i) the e-Registry at www.eregistry.gov.hk (“e-Registry”) or
- (ii) the CR eFiling (“CR eFiling”) (available for downloading on App Store and Google Play respectively at the following links:-

<https://itunes.apple.com/hk/app/id1180899953&l=en>

<https://play.google.com/store/apps/details?id=hk.gov.eregistry.eform&hl=en>

The e-Registry and the CR eFiling are respectively the information system and the mobile application designated and used by the Companies Registry for providing specified public services or information to, and receiving electronic information from, the public through the internet. The e-Registry and the CR eFiling specify the documents that may be delivered in electronic form to the Registrar for registration.

Format of Electronic Document

A document to be delivered in a form specified by the Registrar (“specified form”) shall be provided in a format using the electronic template or in Adobe Portable Document Format (“PDF”) as specified at the e-Registry or the CR eFiling. Other documents not to be delivered in specified forms shall be delivered in PDF. PDF documents shall not exceed the file size specified by the system.

Signature Requirement

A document to be delivered in electronic form to the Registrar for registration shall be authenticated, approved or certified by such person(s) as specified at the e-Registry or the CR eFiling, and in the relevant electronic template (or specified form). For the purpose of authenticating, approving or certifying the document, a person must register with the e-Registry and his/her digital signature or password shall be affixed to or included in the document.

This notice supersedes the Gazette notice G.N. 484 published by the Registrar on 24 January 2014 with effect from 6 February 2017.

3 February 2017

Ada L. L. CHUNG Registrar of Companies