



公司註冊處
Companies Registry

註冊非香港公司
終止授權獲授權代表的通知
Notification of Termination of Authorization
of Authorized Representative of
Registered Non-Hong Kong Company

表格
Form **NN2**

商業登記號碼
Business Registration Number

註 Note

7 1 公司名稱 Company Name

2 終止授權 Termination of Authorization

A. 獲授權代表現時在公司註冊處登記的詳情

Particulars of the Authorized Representative Currently Registered with the Companies Registry

I. 獲授權代表屬自然人 Natural Person as Authorized Representative

中文姓名
Name in Chinese

英文姓名
Name in English

姓氏
Surname

名字
Other Names

8 身分識別
Identification

香港身分證部分號碼
Partial Number of Hong Kong Identity Card

護照部分號碼
Partial Number of Passport

3 提交人資料 Presentor's Reference

姓名／名稱 Name:

地址 Address:

電話 Tel:

傳真 Fax:

電郵 Email:

檔號 Reference:

請勿填寫本欄 For Official Use



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2 終止授權 Termination of Authorization (續上頁 cont'd)

II. 獲授權代表屬律師行／律師法團／會計師事務所或執業法團

Firm of Solicitors / Solicitor Corporation / CPA Firm or Corporate Practice as Authorized Representative

中文名稱
Name in Chinese

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英文名稱
Name in English

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9 B. 書面終止通知 Written Notice of Termination

書面終止通知的副本必須連同本表格一併交付

A copy of the written notice of termination must be delivered with this form

請在適用的空格內加上 ✓ 號 Please tick the relevant box

獲授權代表已將書面終止通知送交公司在其成立為法團所在地方的註冊辦事處 (或等同於註冊辦事處的地點)。

The written notice of termination has been sent by the authorized representative to the company's registered office (or the equivalent) in its place of incorporation.

公司已將書面終止通知送交公司登記冊內所示的獲授權代表的地址。

The written notice of termination has been sent by the company to the authorized representative's address shown in the Companies Register.

10 C. 書面終止通知所述的終止授權日期
Date of Termination of Authorization Stated in the Written Notice of Termination

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日 DD

月 MM

年 YYYY

5 簽署 Signed :

姓名 Name : _____ 日期 Date : _____
 董事 / 公司秘書 / 經理 / 獲授權代表*
 Director / Company Secretary / Manager /
 Authorized Representative*

*請刪去不適用者 Delete whichever does not apply



《公司條例》(第 622 章)
第 787 條規定交付的

註冊非香港公司終止授權獲授權代表的通知

填表須知 — 表格 NN2

附註

引言

1. 註冊非香港公司的獲授權代表或註冊非香港公司須以本表格通知公司註冊處處長(「處長」)有關終止授權的日期。本表格必須於送交書面終止通知給該註冊非香港公司或有關的獲授權代表(視乎情況而定)的日期後的1個月內交付處長登記。
2. 請劃一以中文或英文申報各項所需資料。如以中文申報，請用繁體字。以手寫方式填寫的表格或不會被公司註冊處接納。
3. 請提供提交人資料。除非有特別事項需要公司註冊處注意，否則無須另加附函。
4. 你可郵寄本表格到「香港金鐘道 66 號金鐘道政府合署 14 樓公司註冊處」，或親身到上址交付。如以郵寄方式交付表格而處長並沒有收到該表格的話，則該表格不會視作曾為遵從《公司條例》中有關條文的規定而交付處長。

簽署

5. 本表格必須由一名董事、公司秘書、經理、獲授權代表或以本表格申報終止授權的前任獲授權代表簽署(視乎情況而定)。公司註冊處不接納未簽妥的表格。

商業登記號碼

6. 請填報由稅務局轄下的商業登記署所發出的商業登記號碼(即商業登記證號碼的首 8 位數字)，「-」後的數字無須填寫。於 2023 年 12 月 27 日或之後註冊的公司，商業登記號碼亦已用作公司註冊處所發出的「非香港公司註冊證明書」上的編號。

公司名稱 (第 1 項)

7. 在本表格填報的公司名稱必須與公司註冊處發出的最近一份註冊證明書上的公司名稱相同。

獲授權代表現時在公司註冊處登記的詳情 (第 2A 項)

8. (a) 為識別身分，請填報香港身分證的 部分號碼。如該人並非香港身分證持有人，請提供其所持護照的 部分號碼。請根據以下有關「部分號碼」的描述填報「部分號碼」。

「部分號碼」指—

- (i) 如組成身分識別號碼的字母或數目字元序列的字元數目是雙數(不包括空位、標點符號及標記符號) — 該序列的前半部分；或
- (ii) 如組成身分識別號碼的字母或數目字元序列的字元數目是單數(不包括空位、標點符號及標記符號) — 該序列的首個字元開始，至處於該序列正中間位置的字元為止的部分。

例子：

香港身分證號碼

完整號碼 (包括括號內的數字或字母)	部分號碼 (即所有英文字母及首三個數字)
A123456(7)	A 1 2 3 * * * (*)
AA123456(7)	A A 1 2 3 * * * (*)

護照號碼

完整號碼 (包括標點符號及標記符號)	部分號碼
ABCD1234567	ABCD12
ABCD12345678	ABCD12
ABCD123456789	ABCD123
ABC-123-4	ABC1
#A1234567H(*)	A1234

- (b) 如獲授權代表屬自然人，並曾根據以上描述，在公司註冊處登記其香港身分證或護照的 部分號碼，請填報該 部分號碼。
- (c) 請勿在有關空格內填報完整的身分識別號碼，格內所填報的資料會供公眾查閱。
- (d) 如該項資料未曾在本處登記，請在有關的空格內填報「無」。

書面終止通知 (第 2B 項)

9. 本表格必須連同由有關通知者送交註冊非香港公司的獲授權代表或註冊非香港公司(視乎情況而定)的書面終止通知的副本一併交付。如書面終止通知既非採用英文，亦非採用中文，則 只需 交付經核證的英文或中文譯本。

書面終止通知所述的終止授權日期 (第 2C 項)

10. 授權將會在本表格送交公司註冊處後的 21 日屆滿時，或在連同本表格交付的書面終止通知副本所述的終止授權日期 (以較後的日期為準) 終止。

NOTIFICATION OF TERMINATION OF AUTHORIZATION OF AUTHORIZED REPRESENTATIVE OF REGISTERED NON-HONG KONG COMPANY

For the purposes of section 787 of Companies Ordinance (Cap. 622)

Notes for Completion of Form NN2

Introduction

1. The person registered in the Companies Register as an authorized representative of a registered non-Hong Kong company or the registered non-Hong Kong company should notify the Registrar of Companies (the Registrar) in this form of the date of termination of authorization. This form should be delivered to the Registrar for registration within 1 month after the date of the written notice of termination which has been sent to the company or the authorized representative, as the case may be.
2. Please fill in all particulars and complete all items consistently in either Chinese or English. Traditional Chinese characters should be used if the form is completed in Chinese. Please note that handwritten forms may be rejected by the Companies Registry.
3. Please complete the Presentor's Reference. Unless the presentor needs to raise a specific issue for the attention of the Companies Registry, no covering letter is required.
4. This form can be delivered by post or in person to "The Companies Registry, 14th floor, Queensway Government Offices, 66 Queensway, Hong Kong". If the form is delivered by post but the Registrar has not received it, the form will not be regarded as having been delivered to the Registrar in satisfaction of the relevant provision of the Companies Ordinance.

Signature

5. This form must be signed by a director, company secretary, manager or an authorized representative or the outgoing authorized representative whose termination of authorization is notified under this form, as the case may be. A form which is not properly signed will be rejected by the Companies Registry.

Business Registration Number

6. Please provide the business registration number (i.e. the first 8 digits of the Business Registration Certificate number) issued by the Business Registration Office of the Inland Revenue Department. The numbers after [-] are not required. For companies registered on or after 27 December 2023, the business registration number is also adopted as the "No. " on the "Certificate of Registration of Non-Hong Kong Company" issued by the Companies Registry.

Company Name (Section 1)

7. The company name should be identical to the name which appears in the certificate of registration last issued by the Companies Registry.

Particulars of the Authorized Representative Currently Registered with the Companies Registry (Section 2A)

8. (a) For identification purposes, please provide the **partial number** of Hong Kong Identity Card or, in the absence of a Hong Kong Identity Card, the **partial number** of passport according to the description of "Partial number" below:

Partial number means —
 - (i) if the identification number comprises a sequence of an even number of alphanumeric characters (excluding spaces, punctuation marks and symbols) — the first half of the sequence; or
 - (ii) if the identification number comprises a sequence of an odd number of alphanumeric characters (excluding spaces, punctuation marks and symbols) — the part that begins with the first character in the sequence and ends with the character that falls on the middle of the sequence.

e.g.

Hong Kong Identity Card Number

Full Number (including the digit or alphabet in brackets)	Partial Number (i.e. all the alphabets and the first three digits)
A123456(7)	A 1 2 3 * * * (*)
AA123456(7)	A A 1 2 3 * * * (*)

Passport Number

Full Number (including punctuation marks and symbols)	Partial Number
ABCD1234567	ABCD12
ABCD12345678	ABCD12
ABCD123456789	ABCD123
ABC-123-4	ABC1
#A1234567H(*)	A1234

- (b) If the authorized representative is a natural person and has previously registered the **partial number** of his or her Hong Kong Identity Card or passport with the Companies Registry according to the description above, please provide that **partial number**.
- (c) Please **DO NOT** fill in the full identification number in the box provided. Information provided in the box is available for public inspection.
- (d) If no such particulars have been registered, please state 'Nil' in the boxes provided.

Written Notice of Termination (Section 2B)

9. This form must be accompanied by a copy of the notice of termination of authorization as an authorized representative of a registered non-Hong Kong company, given to the company or the authorized representative, as the case may be. If it is in a language other than English or Chinese, **only** a certified translation of the notice of termination in English or Chinese is required.

Date of Termination of Authorization Stated in the Written Notice of Termination (Section 2C)

10. The termination of authorization shall take effect on the expiration of 21 days after the date of delivery of this form to the Companies Registry or the date of termination stated in the written notice of termination delivered with this form, **whichever is later**.