

**持牌放債人委任的第三方的詳情更改通知書**  
**Notice of Changes in Particulars of Appointed Third Party**  
**of Licensed Money Lenders**

放債人檔案號碼 MLR Number

**1 持牌人姓名／名稱 Name of Money Lender Licensee**

**2 持牌人提供的電話查詢號碼 Licensee's Enquiry Telephone Number**

**3 持牌人委任的第三方的詳情更改**  
**Changes in Particulars of the Appointed Third Party of the Licensee**

**A. 現時在放債人登記冊登記的詳情**  
**Particulars Currently Registered in the Register of Money Lenders**

姓名／名稱 Name

地址 Address

**身分證明 Identification**

**(a) 適用於個人 For Individual**

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

香港身分證號碼  
Hong Kong Identity Card Number

**OR**

護照  
Passport

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簽發國家／地區  
Issuing Country/Region

號碼  
Number

**(b) 適用於法人團體、獨資、合夥或其他非法人團體**  
**For Body Corporate, Sole-proprietorship, Partnership or unincorporated body of persons**

商業登記號碼 Business Registration Number

**B. 更改詳情 Details of Change(s)**

只須填報有更改的項目 Please complete item(s) with change(s) only

姓名／名稱 Name

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地址 Address

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**身分證明 Identification**

**(a) 適用於個人 For Individual**

(必須提供獲委任的第三方的身分證明文件 The identification document of the appointed third party must be provided)

**(i) 詳情 Details**

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

<input type="checkbox"/>	香港身分證號碼 Hong Kong Identity Card Number	
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**OR**

<input type="checkbox"/>	護照 Passport		
		簽發國家／地區 Issuing Country/Region	號碼 Number

**(ii) 交付身分證明文件的方式 Mode of Submission of Identification Document**

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

<input type="checkbox"/>	獲委任的第三方親身到放債人註冊辦事處出示其身分證明文件正本 The appointed third party will present his/her original identification document in person at the Money Lenders Section	<input type="checkbox"/>	隨本表格交付獲委任的第三方的身分證明文件副本 A copy of the identification document of the appointed third party is submitted with this Form
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**(b) 適用於法人團體、獨資、合夥或其他非法人團體**

**For Body Corporate, Sole-proprietorship, Partnership or unincorporated body of persons**

商業登記號碼 Business Registration Number

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簽署 Signed:

日期

姓名 Name:

Date:

持牌放債人 Money Lender Licensee /  
持牌放債人的授權代表 Authorised Person of Licensee\*

日 DD / 月 MM / 年 YYYY

請刪去不適用者 Delete whichever does not apply

**提交人資料 Presentor's Reference**

姓名 Name :

電話 Telephone :

傳真 Fax No. :

# 持牌放債人委任的第三方的詳情更改通知書

## 附註

### 引言

1. 本表格是用以通知放債人註冊處處長(「處長」)有關持牌放債人委任的第三方的詳情更改。
2. 持牌放債人委任的第三方，是指持牌放債人為向任何擬借款人或任何指明類別的擬借款人批出貸款，或與該等事務有關(無論是促致、洽商、取得或申請貸款，或是擔保或保證該筆貸款的償還)而委任的人士。
3. 請使用適當的表格申報下列更改—

更改事項	表格
持牌放債人為批出貸款而委任第三方	表格 ML-ATP-1
持牌放債人終止委任第三方	表格 ML-ATP-3

4. 請提供提交人資料，以方便放債人註冊辦事處與提交人聯絡。
5. 你可郵寄本表格到「香港金鐘道 66 號金鐘道政府合署 13 樓公司註冊處放債人註冊辦事處」，或親身到上址交付。

### 簽署

6. 本表格必須由持牌放債人或其授權代表簽署，公司註冊處不接納未簽妥的表格。

### 現時在放債人登記冊登記的詳情

7. 請填報獲委任的第三方已在放債人登記冊登記的姓名／名稱、地址及身分證明。

### 更改詳情

8. 請在適當的空格內申報獲委任的第三方的 **新詳情**，沒有更改的詳情無需填報。
9. (a) 如有關更改涉及獲委任的第三方的香港身分證號碼或其所持護照的號碼及簽發國家／地區，獲委任的第三方可親身到放債人註冊辦事處出示其身分證明文件正本，持牌放債人亦可選擇將獲委任的第三方的身分證明文件的副本連同本表格一併交付，以作查核。  
(b) 如你透過公司註冊處的「電子服務網站」以電子方式交付本表格，申報關於獲委任的第三方的香港身分證號碼或其所持護照的號碼及簽發國家／地區的更改，並於表格內選擇獲委任的第三方親身到放債人註冊辦事處出示其身分證明文件正本，本表格會於完成證明文件的查核後才獲處理。
10. 如須填報商業登記號碼，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 日或之後成立／註冊的公司，商業登記號碼亦已用作公司註冊處所發出的「公司註冊證明書」或「非香港公司註冊證明書」上的編號。

# Notice of Changes in Particulars of Appointed Third Party of Licensed Money Lenders

## Notes

### Introduction

1. This form should be used to notify the Registrar of Money Lenders (“the Registrar”) of the changes in particulars of appointed third party of licensed money lender.
2. An appointed third party of a licensed money lender is a person appointed by the licensed money lender for or in relation to granting a loan to any intending borrower or any specified class of intending borrowers, whether as to the procuring, negotiation, obtaining, application, guaranteeing or securing the repayment of such a loan.
3. Please use the appropriate form to report the following changes—

Types of changes	Forms
Appointment of third party	Form ML-ATP-1
Termination of appointment of appointed third party	Form ML-ATP-3

4. Please complete the Presentor’s Information for communication with the Money Lenders Section.
5. This form can be delivered by post or in person to "Money Lenders Section, Companies Registry, 13th floor, Queensway Government Offices, 66 Queensway, Hong Kong”.

### Signature

6. This form must be signed by the licensed money lender or an authorised person of the licensee. A form which is not properly signed will be rejected by the Companies Registry.

### Particulars Currently Registered in the Register or Money Lenders

7. Please provide the name, address and identification number of the appointed third party registered in the Register of Money Lenders.

### Details of Change(s)

8. Please state only the **new particulars** of the appointed third party in the appropriate box(es) provided. There is no need to state those particulars which remain unchanged.
9. (a) If the details of change involve Hong Kong Identity Card number or issuing country/region and number of passport held by an appointed third party who is an individual, **the appointed third party may present his/her original identification document in person at the Money Lenders Section for checking. Alternatively, the licensed money lender may submit a copy of the identification document of the appointed third party together with this form.**  
  
(b) If you submit this form electronically through the Companies Registry's e-Services Portal to report the change in Hong Kong Identity Card number or issuing country/region and number of passport held by the appointed third party and have selected in the form that the appointed third party will present his/her original identification document in person at the Money Lenders Section, the form will be processed after completion of checking of the identification document.
10. If it is required to provide the business registration number, 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 incorporated/registered on or after 27 December 2023, the business registration number is also adopted as the "No. " on the "Certificate of Incorporation" or "Certificate of Registration of Non-Hong Kong Company" issued by the Companies Registry.

# 收集個人資料聲明

## 收集目的

1. 於本表格內向放債人註冊處處長(「處長」)提供的個人資料，處長會作下列一項或一項以上的用途：
  - (a) 根據《放債人條例》(第 163 章)及《放債人規例》(第 163A 章)處理有關放債人牌照的申請及牌照續期的申請；
  - (b) 實施《放債人條例》(第 163 章)；
  - (c) 執行《放債人條例》(第 163 章)的有關條文(包括放債人牌照的有關條件)；
  - (d) 讓公眾查閱根據《放債人條例》(第 163 章)登記的資料(包含個人資料)；及
  - (e) 在收取費用後為任何人提供載有這些個人資料的文件副本。

## 獲轉交資料的人士

2. 所收集的個人資料會在符合法律的限制下供公眾查閱。

## 公告

1. 《個人資料(私隱)條例》(第 486 章)的條文，適用於使用從處長備存的公眾登記冊取得的個人資料。任何使用個人資料的人士，如將資料作非「收集個人資料聲明」所述明的用途或違反《個人資料(私隱)條例》(第 486 章)的規定，均須負上支付補償的法律責任，並可能遭受根據《個人資料(私隱)條例》(第 486 章)針對其採取的執法行動。
2. 依據《個人資料(私隱)條例》(第 486 章)第 18 和 22 條的規定，任何個人均有權查閱與改正處長備存的公眾登記冊內有關其本人的個人資料。如須查閱和改正這些資料，可到香港金鐘道 66 號金鐘道政府合署 15 樓公司註冊處，向為或代表處長行事的人員提出要求。

## **Personal Information Collection Statement**

### **Purpose of Collection**

1. Personal data provided in this form to the Registrar of Money Lenders (“the Registrar”) will be used by the Registrar for one or more of the following purposes:
  - (a) to process applications for money lenders licences or their renewals under the Money Lenders Ordinance (Cap. 163) and the Money Lenders Regulations (Cap. 163A);
  - (b) to administer the Money Lenders Ordinance (Cap. 163);
  - (c) to enforce relevant provisions of the Money Lenders Ordinance (Cap. 163) (including relevant conditions of the money lenders licences);
  - (d) to make available for public inspection information (containing personal data) registered under the Money Lenders Ordinance (Cap. 163); and
  - (e) to provide copies of any documents containing such personal data to any person subject to payment of a fee.

### **Classes of Transferees**

2. The personal data collected will be available for public inspection subject to any restriction in law.

### **Notice**

1. The provisions of the Personal Data (Privacy) Ordinance (Cap 486) (“PDPO”), apply to the use of personal data obtained from the public registers maintained by the Registrar. Any person who uses personal data for any purpose other than the purposes stated in the Personal Information Collection Statement or in contravention of the requirements under the PDPO is liable to pay compensation and may be subject to enforcement action under the PDPO.
2. Individuals have a right to request access to and correction of his/her personal data held in the public registers maintained by the Registrar pursuant to sections 18 and 22 of the PDPO. Any such request for access to and correction of such personal data may be made to any officer acting for or on behalf of the Registrar at the Companies Registry, 15th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.