



## Registration as a Trust Company



### Important

This pamphlet is intended to provide a general guide. It should be read in conjunction with the provisions of the Trustee Ordinance (Chapter 29 of the Laws of Hong Kong) and should not be regarded as a substitute for reading it. You can purchase a hard copy of the Trustee Ordinance from the Online Government Bookstore ([www.bookstore.gov.hk](http://www.bookstore.gov.hk)) or call the Publications Sales Unit of the Information Services Department at (852) 2537 1910. You can also read the full text of the Ordinance at [www.elegislation.gov.hk](http://www.elegislation.gov.hk). Companies are advised to seek independent professional advice as they see fit.

Address : 14th floor, Queensway Government Offices, 66 Queensway, Hong Kong.  
Website : [www.cr.gov.hk](http://www.cr.gov.hk)  
e-Services Portal : [www.e-services.cr.gov.hk](http://www.e-services.cr.gov.hk)  
Email : [crenq@cr.gov.hk](mailto:crenq@cr.gov.hk)  
24-hour Enquiry Hotline : (852) 2234 9933 (IVRS) / (852) 2867 2600

### 1. Who can apply for registration as a Trust Company ?

*Any company, which is incorporated in Hong Kong and not a private company* within the meaning of section 11 of the Companies Ordinance (Cap.622) (Note 1), may apply in writing to the Registrar of Companies to be registered as a trust company under Part 8 of the Trustee Ordinance (Cap. 29).

The company should fulfill the following requirements:

- the objects of the company as set out in its articles of association are restricted to some or all of the objects set out in section 81 of the Trustee Ordinance;
- the issued share capital of the company is not less than HK\$3,000,000 (Note 2);
- at least HK\$3,000,000 of the issued share capital is bona fide fully paid up for a cash consideration (a director's written confirmation is required);
- the board of directors has been duly appointed in accordance with the articles of association of the company (the company shall have at least two directors);
- the company **has either**: –
  - deposited in the name of the Director of Accounting Services (“DAS”) (i.e. “Director of Accounting Services for account of (name of the intended trust company)”) with an authorized institution within the meaning of section 2 of the Banking Ordinance (Cap. 155) a sum not less than HK\$1,500,000 and lodged a receipt issued by the authorized institution for that amount with the DAS;
  - deposited in the name of the DAS with a finance company that is a subsidiary of a bank within the meaning of section 2 of the Banking Ordinance a sum not less than HK\$1,500,000 and lodged a receipt issued by the finance company for that amount with the DAS; or
  - deposited with the DAS a guarantee (Note 3), in terms acceptable to the DAS, from a bank within the meaning of section 2 of the Banking Ordinance; **and**
- the company is able to meet its obligations, apart from its liability to its shareholders, without taking into account the sum deposited under paragraph 1(e) above (a director's written confirmation is required).

### 2. How to apply ?

You can deliver the application form either electronically through the e-Filing Services at the e-Services Portal ([www.e-services.cr.gov.hk](http://www.e-services.cr.gov.hk)) or in hard copy form to the Shroff on the 14th floor of the Queensway Government Offices. The form can be downloaded under the

“Forms” – “Other Forms” section of the Registry's website at [www.cr.gov.hk](http://www.cr.gov.hk). The completed application form should be submitted together with the following fees:

- an application fee of HK\$11,250; and
- a fee of HK\$840 for the issue of the certificate of registration. If the application is unsuccessful, an application for refund of the HK\$840 may be made.

If delivered by post, the fees should be paid by cheque which should be crossed and issued in Hong Kong Dollars payable to “Companies Registry”.

### 3. What can I get ?

A Certificate of Registration as a Trust Company (“the Certificate”) will be issued by the Companies Registry. The Certificates will be issued in electronic form for electronic applications and in hard copy form for applications delivered in hard copy form. **Certificates in electronic form or hard copy form have the same legal effect.**

### 4. How long does it take ?

The Certificate will normally be issued within 10 working days after receipt of the application **or** after receipt of the confirmation from the DAS on the deposit made by the company under paragraph 1(e) above, **whichever is the later.**

### 5. Where can I ask for further information ?

Please call the New Companies Section of the Companies Registry at (852) 2867 2587.

### Notes:

- For information on incorporation of a limited company in Hong Kong, please refer to the information pamphlet “**Incorporation of a Local Limited Company**”. You can download the pamphlet at the Registry's website.
- Section 100 of the Trustee Ordinance provides that no member of a trust company shall at any time hold shares in the capital of the company to an amount exceeding one-fifth of the issued capital of the company for the time being (except where the trust company is a subsidiary of a bank within the meaning of section 2 of the Banking Ordinance).
- Please liaise with the bank direct regarding the guarantee. A standard form of Deed of Guarantee (“the Deed”) can be downloaded at the Registry's website. The executed Deed should be sent to the DAS together with the following documents to prove due execution:
  - a certified true copy of the Articles of Association of the bank under which the subject Deed is duly executed; and
  - where applicable, a certified true copy of the authorization, e.g. Power of Attorney or any other instrument under which the bank authorized a specified director, officer or person to execute the Deed on its behalf.