



公司註冊處
Companies Registry

更改公司名稱通知書 Notification of Change of Company Name

(公司條例第 22(1A)條)
(Companies Ordinance s. 22(1A))

表格
Form **NC2**

重要事項 Important Notes

- 填表前請參閱《填表須知》。
請用黑色墨水列印。
- Please read the accompanying notes before completing this form.
Please print in black ink.

公司編號 Company Number

(註 Note 8)

1 現有公司英文名稱 Existing English Company Name

現有公司中文名稱 Existing Chinese Company Name

2 更改公司名稱的特別決議日期 Date of Special Resolution for Change of Company Name

日 DD	月 MM	年 YYYY

(註 Note 9)

3 擬用的公司英文名稱 Intended English Company Name

擬用的公司中文名稱 Intended Chinese Company Name

簽署 Signed:

姓名 Name : _____ 日期 Date : _____
董事 Director / 秘書 Secretary * 日 DD / 月 MM / 年 YYYY

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

(註 Note 4)

提交人的資料 Presentor's Reference

請勿填寫本欄 For Official Use

姓名 Name:

地址 Address:

電話 Tel:

傳真 Fax:

電郵地址 E-mail Address:

檔號 Reference:

公司條例(香港法例第 32 章)

第 22(1A)條規定提交的

更改公司名稱通知書

填表須知 — 表格 NC2

附註

引言

1. 凡公司通過特別決議更改公司名稱，必須通知公司註冊處處長。本表格是用以發出此項通知，並須在特別決議通過後 15 日內遞交。
2. 更改公司名稱的特別決議必須遞交公司註冊處。
3. 請劃一以中文或英文填報各項所需資料。如以中文填報，請用繁體字。公司註冊處不接納手寫的表格。
4. 請填報提交人的資料。除非有特別事項需要公司註冊處注意，否則毋須另加附函。

簽署

5. 本表格必須由一名董事或秘書簽署，公司註冊處不接納未簽妥的表格。

費用

6. 本表格必須連同正確的費用一併提交，否則公司註冊處不會接納，並會退回提交人。有關所需繳付費用的詳情，請參閱《主要服務收費表》資料小冊子。
7. 如以郵寄方式遞交表格，請連同一張港幣劃線支票繳付所需費用。支票抬頭請註明「公司註冊處」。請勿郵寄現金。

現有公司名稱(第 1 項)

8. 如公司具有英文及中文名稱，請在有關空格內填報這些名稱。如公司沒有英文或中文名稱，請在有關空格內填「無」。

擬用的公司名稱(第 3 項)

9. 公司如欲保留現有的英文或中文名稱，必須在有關空格內填上現有名稱。如公司在更改名稱後沒有英文或中文名稱，請在有關空格內填「無」。

NOTIFICATION OF CHANGE OF COMPANY NAME
Required by Companies Ordinance (Cap. 32)
Section 22(1A)

Notes for Completion of Form NC2

Introduction

1. Where a company passes a special resolution changing its name, it shall give notice of the change of its name to the Registrar of Companies. This form should be used for the notification and should be submitted within 15 days after the passing of the resolution.
2. The special resolution for change of company name is ***not*** required for filing with the Companies Registry.
3. Please fill in all particulars and complete all items consistently in either Chinese ***OR*** English. In the case of Chinese, traditional Chinese characters should be used. Please note that handwritten forms will be rejected by the Companies Registry.
4. 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.

Signature

5. This form must be signed by a Director or the Secretary. A form which is not properly signed will be rejected by the Companies Registry.

Fee

6. This form must be submitted with the correct fee. A form which is not submitted with the correct fee will be rejected by the Companies Registry. Please refer to the information pamphlet on 'Price Guide to Main Services' for the correct fee payable.
7. If the form is delivered by post, please send a crossed cheque in Hong Kong Dollars payable to 'Companies Registry'. Please do not send cash.

Existing Company Name(s) (Section 1)

8. If the company has an English and a Chinese name, please state the names in the appropriate boxes. If the company does not have any English or Chinese name, please insert 'NIL' in the appropriate box.

Intended Company Name(s) (Section 3)

9. If the company wishes to retain its existing English or Chinese name, such name ***must*** be stated in the appropriate box. If the company does not have any English or Chinese name after change of name, please insert 'NIL' in the appropriate box.