



公司註冊處
Companies Registry

開放式基金型公司－
更改董事詳情通知書

Open-ended Fund Company –
Notice of Change in Particulars of Director

表格
Form

OFCD3

商業登記號碼
Business Registration Number

註 Note

1 公司名稱 Company Name

2 董事詳情更改 Change in Particulars of Director

(如涉及超過一名董事，請用續頁填報 Use Continuation Sheet if more than 1 director is involved)

A. 現時在公司註冊處登記的詳情 Particulars Currently Registered with the Companies Registry

中文姓名
Name in Chinese

英文姓名
Name in English

姓氏
Surname

名字
Other Names

身分識別
Identification

 ()

香港身分證號碼
Hong Kong Identity Card Number

護照號碼
Passport Number

B. 更改詳情 Details of Change(s)

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

(a) 中文姓名 Name in Chinese

生效日期
Effective Date

日 DD 月 MM 年 YYYY

(b) 英文姓名 Name in English

姓氏 Surname

日 DD 月 MM 年 YYYY

名字 Other Names

4

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



2 董事詳情更改 Change in Particulars of Director (續上頁 cont'd)

9 B. 更改詳情 Details of Change(s)
請只填報有更改的項目 Please complete item(s) with change(s) only

10

(c) 別名 Alias

中文 Chinese

英文 English

生效日期
Effective Date

日 DD

月 MM

年 YYYY

11

(d) 通常住址 Usual Residential Address

室／樓／座等
Flat／Floor／Block etc.

大廈
Building

街道／屋苑／地段／村等
Street／Estate／Lot／Village etc.

區／市／省／州／郵遞區號等
District／City／Province／
State／Postal Code etc.

國家／地區
Country／Region

日 DD

月 MM

年 YYYY

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(e) 電郵地址 Email Address

日 DD

月 MM

年 YYYY

(f) 香港身分證號碼 Hong Kong Identity Card Number

(

)

日 DD

月 MM

年 YYYY

(g) 護照 Passport

日 DD

月 MM

年 YYYY

簽發國家／地區 Issuing Country／Region

號碼 Number

本通知書包括的續頁數目
Number of Continuation Sheet(s) included in this Notice

6 簽署 Signed :

姓名 Name : _____ 日期 Date : _____

董事 Director 日 DD / 月 MM / 年 YYYY

指明編號 OFC-1/2023 (2023 年 12 月) Specification No. OFC-1/2023 (December 2023)

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董事詳情更改 (第 2 項) Change in Particulars of Director (Section 2)

A. 現時在公司註冊處登記的詳情 Particulars Currently Registered with the Companies Registry

中文姓名
Name in Chinese

英文姓名
Name in English

姓氏
Surname

名字
Other Names

身分識別
Identification

香港身分證號碼
Hong Kong Identity Card Number

護照號碼
Passport Number

B. 更改詳情 Details of Change(s)

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

(a) 中文姓名 Name in Chinese

生效日期
Effective Date

日 DD 月 MM 年 YYYY

(b) 英文姓名 Name in English

姓氏 Surname

日 DD 月 MM 年 YYYY

名字 Other Names

(c) 別名 Alias

中文 Chinese

日 DD 月 MM 年 YYYY

英文 English

(d) 通常住址 Usual Residential Address

室／樓／座等
Flat/Floor/Block etc.

大廈
Building

街道／屋苑／地段／村等
Street/Estate/Lot/Village etc.

區／市／省／州／郵遞區號等
District/City/Province/
State/Postal Code etc.

國家／地區
Country/Region

日 DD 月 MM 年 YYYY

(e) 電郵地址 Email Address

日 DD 月 MM 年 YYYY

(f) 香港身分證號碼 Hong Kong Identity Card Number

日 DD 月 MM 年 YYYY

(g) 護照 Passport

日 DD 月 MM 年 YYYY

簽發國家／地區 Issuing Country/Region

號碼 Number



**《證券及期貨(開放式基金型公司)規則》(第 571AQ 章)
第 107(1) 條規定交付的**

開放式基金型公司－更改董事詳情通知書

填表須知 — 表格 OFCD3

附註

引言

1. 本表格是用以通知公司註冊處處長(「處長」)有關開放式基金型公司的董事的詳情更改。如公司的董事登記冊所載的詳情有任何更改，該公司須在有關詳情更改後的 15 日內，將更改的通知以本表格交付處長登記。
2. 請使用適當的表格申報下列更改—

更改事項	表格
開放式基金型公司董事及非香港居民董事的法律程序文件代理人的委任	表格 OFCD1(SFC)
開放式基金型公司董事及非香港居民董事的法律程序文件代理人的停任	表格 OFCD2

3. 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。
4. 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。
5. 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《證券及期貨(開放式基金型公司)規則》中有關條文的規定而交付處長。

簽署

6. 本表格必須由一名董事簽署。公司註冊處不接納未簽妥的表格。

商業登記號碼

7. 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。

現時在公司註冊處登記的詳情 (第 2A 項)

8. 請填報董事已在公司註冊處登記的香港身分證號碼或護照號碼，以方便本處識別身分。如該項資料未曾在本處登記，請在有關的空格內填上「無」。

董事詳情更改 (第 2B 項)

9. 請在適當的空格內申報董事的新詳情，並在相關的空格內註明生效日期。沒有更改的詳情無需填報。
10. 如申報董事的新增別名，請在空格內將該董事現有的所有別名(包括已在公司註冊處登記的別名)一併填報，以便正確更新紀錄。
11. 請申報董事的通常住址。如屬非香港地址，請同時申報「國家／地區」一欄，並使用表格 OFCD1(SFC)申報董事的法律程序文件代理人的資料(如還未向本處申報該董事的法律程序文件代理人的資料)。本處不接納「轉交」地址及郵政信箱號碼。
12. 請提供或更新董事的電郵地址(如有的話)以方便聯絡。如電郵地址其後有任何更改，亦請以本表格通知公司註冊處。

OPEN-ENDED FUND COMPANY – NOTICE OF CHANGE IN PARTICULARS OF DIRECTOR

For the purposes of rule 107(1) of Securities and Futures (Open-ended Fund Companies) Rules (Cap. 571AQ)

Notes for Completion of Form OFCD3

Introduction

1. This form should be used to notify the Registrar of Companies (the Registrar) of any change in particulars of the director of an open-ended fund company as contained in the company's register of directors. This form should be delivered to the Registrar for registration within 15 days after the change in the particulars.
2. Please use the appropriate form to report the following changes —

Type of change	Form
Appointment of director and process agent of non-resident director of an open-ended fund company	Form OFCD1(SFC)
Cessation of appointment of director and process agent of non-resident director of an open-ended fund company	Form OFCD2

3. 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.
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.
5. 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 Securities and Futures (Open-ended Fund Companies) Rules.

Signature

6. This form must be signed by a director. A form which is not properly signed will be rejected by the Companies Registry.

Business Registration Number

7. 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.

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

8. If the director has registered the particulars in respect of his or her Hong Kong Identity Card number or passport number with the Companies Registry, please provide such number for identification purposes. If no such particulars have been registered, please state 'Nil' in the boxes provided.

Details of Change(s) (Section 2B)

9. Please state only the **new particulars** of the director in the appropriate box(es) provided and specify the effective date of change in the corresponding box. There is no need to state those particulars which remain unchanged.
10. To report the addition of an alias, please also state all the other aliases (including the alias which has been registered with the Companies Registry) of the director in the box provided to facilitate correct updating of the record.
11. Please provide the **usual residential address** of the director. If a non-Hong Kong address of a director is given, please also complete the box for 'Country/Region' and use Form OFCD1(SFC) to report the details of the director's process agent (if the details of the director's process agent have not been reported to this Registry before). 'Care of' addresses and post office box numbers are not acceptable.
12. Please provide or update the email address of the director, if any, to facilitate electronic communication. If there are any subsequent changes in the email address, please notify the Companies Registry by completing this form.