

申請註冊受託人法團的註冊證書
[根據《註冊受託人法團條例》(香港法例第 306 章)第 3 條交付]

**Application for Certificate of Incorporation of
Registered Trustees Corporation**

[For the purposes of section 3 of Registered Trustees Incorporation Ordinance (Cap. 306)]

1 法團的建議稱號 Proposed Title of the Corporation (註 Notes 1 & 7)

中文 Chinese	
英文 English	

2 團體或慈善組織名稱 Name of the Body of Persons or Charity (註 Note 1)

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3 團體或慈善組織的性質及宗旨 Nature and Objects of the Body of Persons or Charity

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4 法團總辦事處的地址 Address of the Principal Office of the Corporation (註 Note 8)

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(本處不接納「轉交」地址或郵政信箱號碼 'Care of' addresses or post office box numbers are not acceptable)

5 電郵地址 Email Address (註 Note 9)

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6 受託人 Trustees

(受託人人數不得少於3人，亦不得超過7人。The number of trustee shall not be less than 3 nor more than 7.)

受託人全名及 別名 (如有的話) Full name and alias (if any) of Trustee	國籍 Nationality	住址 Residential Address (註 Note 10)	職業 Occupation

7 團體或慈善組織的財產 Property of the Body of Persons or Charity

團體或慈善組織於申請日期所管有，或於申請日期屬於團體或慈善組織，或於申請日期代團體或慈善組織所持有的每類財產

Every kind of property which at the date of application is possessed by, or belongs to, or is held on behalf of the body of persons or charity

財產類別 Kinds of Property	關於財產的陳述及簡短說明 A statement and short description of the property

8 法團印章 Common Seal

A. 建議圖樣 Proposed common seal

(該印章無論如何須具有法團的名稱 The common seal shall bear the name of the corporation.)

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B. 保管及使用法團印章的規例

Regulations for the custody and use of the common seal

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9 隨本表格一併呈交的文件^(註 Note 1)

Documents Delivered with this Form

現隨本表格一併呈交下述文件的副本

Copies of the following documents are delivered with this Form

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10 聲明 Declaration^(註 Note 6)

我們作為本申請的簽署人，是上述團體或慈善組織當其時獲妥為委任的受託人，現：
We, the undersigned, being the duly appointed trustees for the time being of the Body of Persons or Charity stated above hereby:

- (a) 根據《註冊受託人法團條例》(香港法例第 306 章)第 3 條向公司註冊處處長申請法團註冊證書；及
apply to the Registrar of Companies for a Certificate of Incorporation pursuant to section 3 of the Registered Trustees Incorporation Ordinance (Cap. 306); and
- (b) 聲明所有於本表格內提供的資料及陳述均屬真確無誤。
declare that all the information and statements given in this Form are true and correct.

日期 Date: _____

姓名 Name _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

姓名 Name: _____ 簽署 Signed: _____
受託人 Trustee

提交人資料 Presentor's Reference^(註 Note 3)

姓名 Name:	電話 Tel:
地址 Address:	傳真 Fax:
	電郵 Email:
	檔號 Reference:

根據《註冊受託人法團條例》(香港法例第 306 章)
第 3 條交付的

申請註冊受託人法團的註冊證書

填表須知

註

引言

1. 本表格是用以向公司註冊處處長(「處長」)申請註冊受託人法團註冊證書。任何團體或慈善組織當其時獲妥為委任的受託人均可作出申請，人數不得少於3人，亦不得超過7人，並必須連同團體或慈善組織的規則及規例，以及設立、組成或規管有關團體或慈善組織的每份契據、遺囑或其他文書(如有的話)的副本一併交付。處長可要求提供他認為適當的聲明書或其他證據，以核實申請書內的陳述及詳情，以及可要求提供他認為適當的其他詳情、資料及證據(如有的話)。
2. 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。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，以便聯絡。
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。

費用

5. 本表格必須連同正確的費用一併交付，否則公司註冊處不會接納。如以港幣劃線支票繳付費用，抬頭請註明「公司註冊處」。請勿郵寄現金。

簽署

6. 本表格必須由有關團體或慈善組織當其時獲妥為委任的所有受託人簽署，並作出第 10 項的聲明。公司註冊處不接納未簽妥的表格。

法團的建議稱號 (第 1 項)

7. 法團稱號可用英文或中文註冊。法團亦可同時註冊一個英文稱號和一個中文稱號。如屬中文稱號，其內須有“受託人”及“法團”的字眼，如屬英文稱號，其內須有“Trustees”及“Incorporated”的字眼。

法團總辦事處的地址 (第 4 項)

8. 請在本項填報法團的總辦事處的詳細地址。本處不接納「轉交」地址或郵政信箱號碼。該地址須自法團成立的日期起，作為其總辦事處地址，直至法團根據《註冊受託人法團條例》第9(1)條向處長交付有關該地址的更改通知書。

電郵地址 (第 5 項)

9. 請提供法團的電郵地址(如有的話)以方便聯絡。如電郵地址其後有任何更改，請以更改通知書通知公司註冊處。

受託人 (第 6 項)

10. 請填報受託人的住址。本處不接納「轉交」地址或郵政信箱號碼。

Application for Certificate of Incorporation of Registered Trustees Corporation

For the purposes of section 3 of Registered Trustees Incorporation Ordinance (Cap. 306)

Notes for Completion

Note

Introduction

1. This form should be used for applying to the Registrar of Companies (the Registrar) for a certificate of incorporation of the duly appointed trustees, who shall in number be not less than 3 nor more than 7, for the time being of a body of persons or charity and must be accompanied by the rules and regulations of the same together with a copy of every deed, will, or other instrument, if any, creating, constituting or regulating the body of persons or charity. The Registrar may require such declaration or other evidence in verification of the statements and particulars in the application, and such other particulars, information and evidence, if any, as the Registrar may think fit.
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 Presenter's Reference to facilitate communication.
4. This form can be delivered by post or in person to "The Companies Registry, 14th floor, Queensway Government Offices, 66 Queensway, Hong Kong".

Fee

5. This form must be delivered with the correct fee. A form which is not delivered with the correct fee will be rejected by the Companies Registry. If the fee is paid by cheque, the cheque should be crossed and issued in Hong Kong Dollars payable to 'Companies Registry'. Please do not send cash.

Signature

6. All the duly appointed trustees for the time being of the body of persons or charity who apply for incorporation must sign this form and make the declaration in Section 10. A form which is not properly signed will be rejected by the Companies Registry.

Proposed Title of the Corporation (Section 1)

7. The proposed title of the corporation may be in English or in Chinese. The corporation may also adopt both an English title and a Chinese title. In the case of an English title the words "Trustees" and "Incorporated", or in the case of a Chinese title the words "受託人" and "法團", shall form part of the proposed title of the corporation.

Address of the Principal Office of the Corporation (Section 4)

8. The full address of the principal office of the corporation must be stated in this Section. 'Care of' addresses or post office box numbers are not acceptable. The address stated in this Section shall be the address of the corporation's principal office with effect from the date of its incorporation until a notice of change in respect of the address is delivered to the Registrar under section 9(1) of the Registered Trustees Incorporation Ordinance.

Email Address (Section 5)

9. Please provide the email address of the corporation, if any, to facilitate electronic communication. If there are any subsequent changes in the email address, please notify the Registrar by a notice of change.

Trustees (Sections 6)

10. Please provide the residential address of each of the trustees. Care of' addresses or post office box numbers are not acceptable.