



如何取得指明表格

下載表格

你可從公司註冊處網頁 (www.cr.gov.hk) 免費下載以 MS Word 及可輸入資料的 Adobe pdf 格式製備的指明表格。

購買唯讀光碟或個別表格的印文本

請依循下列步驟：

1. 到詢問處索取申請表格。
2. 填寫申請表格。
3. 將填妥的申請表格連同費用交往 12 號收款櫃檯。客戶可以現金或「易辦事」繳付所需費用。
4. 在 12 號收款櫃檯領取收據及唯讀光碟或表格的印文本。

註：光碟載有全套公司註冊處處長指明格式的新表格。
表格以 MS Word 格式及可輸入資料的 Adobe pdf 格式製備。

How to Obtain Specified Forms

Download forms

You can download the forms prepared in MS Word format and Adobe fillable pdf format free of charge from the Companies Registry's website (www.cr.gov.hk).

Purchase CD-ROM or hard copies of individual forms

Please follow the following steps:

1. Obtain an application form from the Information Counter.
2. Fill in the application form.
3. Present the completed application form and fee at Shroff Counter No. 12. Customers can use cash or EPS to pay the required fee.
4. Collect your receipt and CD-ROM(s) or hard copy/copies of the form(s) at Shroff Counter No. 12.

Note: CD-ROM contains a full set of new forms specified by the Registrar of Companies. The forms are prepared in MS Word format and Adobe fillable pdf format.