

## Companies Registry at Queensway Government Offices

Service	Address	Telephone Numbers	Service Hours
Enquiry Hotline (IVRS)		(852) 2234 9933	<b>24-hour</b>
Customer Service	15/F	(852) 2867 4507	<b>Monday to Friday</b> 8:30 a.m. – 12:45 p.m. 1:45 p.m. – 5:45 p.m.
Receipt of documents in hard copy form and fees	14/F	(852) 2867 2600 #	<b>Normal Service</b> <b>Monday to Friday</b> 8:45 a.m. – 12:30 p.m. 2:00 p.m. – 5:00 p.m.  <b>Limited Service</b> (Each customer can deliver only up to six documents at one time) <b>Monday to Friday</b> 12:30 p.m. – 2:00 p.m. 5:00 p.m. – 5:30 p.m.
Receipt of applications and fees in relation to Money Lenders Licences	13/F	(852) 2867 2634	<b>Monday to Friday</b> 8:45 a.m. – 12:45 p.m. 1:45 p.m. – 5:00 p.m.
Registration of local companies and non-Hong Kong companies	14/F	(852) 2867 2587	<b>Monday to Friday</b> 8:30 a.m. – 12:45 p.m. 1:45 p.m. – 5:45 p.m.
Change of names of companies	14/F	(852) 2867 2587	<b>Collection of Certificates Counters</b> <b>Monday to Friday</b> 8:30 a.m. – 5:45 p.m.
Registration of general documents	12/F	(852) 2867 4579 #	
Registration of documents relating to charges and liquidation	13/F	(852) 2867 2578	
Deregistration of companies	14/F	(852) 2867 4699	
Money Lenders Licences	13/F	(852) 2867 2634	

Service	Address	Telephone Numbers	Service Hours
<b>Electronic Search Services</b> <ul style="list-style-type: none"> <li>• <b>Cyber Search Centre</b> (<a href="http://www.icris.cr.gov.hk">www.icris.cr.gov.hk</a>)</li> <li>• <b>Company Search Mobile Service</b> (<a href="http://www.mobile-cr.gov.hk">www.mobile-cr.gov.hk</a>)</li> </ul>		(852) 8201 8273 <sup>+</sup>	<b>24-hour</b>
<ul style="list-style-type: none"> <li>• <b>Public Search Centre</b></li> </ul>	13/F	(852) 2867 2571 <sup>#</sup>	<b><u>Search Stations, Collection Counters and Shroff Office</u></b> <b>Monday to Friday</b> 8:45 a.m. – 5:30 p.m.
<b>e-Registry Services</b> ( <a href="http://www.eregistry.gov.hk">www.eregistry.gov.hk</a> ) and “CR eFiling” Mobile App		(852) 8201 8273 <sup>+</sup>	<b>24-hour</b>

# Operator services provided by 1823 on a 24-hour basis

+ Operator services provided by Helpdesk on a 24-hour basis

## Registry for Trust and Company Service Providers at One Kowloon

Service	Address	Telephone Number	Service Hours
<b>Receipt of applications, notifications and documents in hard copy form and fees</b>	Unit 1208, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon, Hong Kong	(852) 2867 2600 <sup>#</sup>	<b>Monday to Friday</b> 8:45 a.m. – 5:30 p.m.
<b>Enquiries relating to licensing matters</b>			<b>Monday to Friday</b> 8:30 a.m. – 5:45 p.m.
<b>Online submission of applications and inspection of the Register of Trust or Company Service Provider Licensees</b> ( <a href="http://www.tcsp.cr.gov.hk">www.tcsp.cr.gov.hk</a> )			<b>24-hour</b>

# Operator services provided by 1823 on a 24-hour basis