



公司註冊處  
COMPANIES REGISTRY

## Certificate of Continuing Registration



Address : 13th floor, Queensway Government Offices, 66 Queensway, Hong Kong  
Website : [www.cr.gov.hk](http://www.cr.gov.hk)  
Email : [crenq@cr.gov.hk](mailto:crenq@cr.gov.hk)  
24-hour Enquiry Hotline : (852) 2234 9933 (IVRS) / (852) 2867 2600  
e-Services Portal : [www.e-services.cr.gov.hk](http://www.e-services.cr.gov.hk)  
24-hour Help Desk Support Service Team  
Telephone: (852) 8201 8273 Fax : (852) 8300 1004  
Email : [helpdesk@e-services.cr.gov.hk](mailto:helpdesk@e-services.cr.gov.hk)

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### 1. What is a Certificate of Continuing Registration ?

A Certificate of Continuing Registration ("CCR") is a certificate issued by the Companies Registry ("the Registry") to certify that the company named in the certificate is a local company or a registered non-Hong Kong company incorporated or registered in Hong Kong under the Companies Ordinance and the company remains registered in the Companies Register as at the date of issue of the CCR. The current name and the date of incorporation or registration of the company will be shown on the CCR.

A CCR is not a replacement of the Certificate of Incorporation or Certificate of Registration of Non-Hong Kong Company issued to a company under the Companies Ordinance.

### 2. What is the use of a CCR ?

A CCR is an official document evidencing the continuing registration of a company with the Companies Registry. A CCR is widely accepted by local and overseas authorities or institutions as a proof of continuing registration of a company.

### 3. Who can apply ?

Any members of the public may apply for a CCR in respect of any live local company or registered non-Hong Kong company.

### 4. How much do I have to pay ?

The fee payable for a CCR is HK\$170.

### 5. How to apply ?

You can apply for a CCR online through the e-Search Services under the Registry's e-Services Portal ([www.e-services.cr.gov.hk](http://www.e-services.cr.gov.hk)) or in person at the Registry's e-Services Centre on the 13th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

### 6. How can I collect the CCR ?

If you apply for a CCR online, you may choose either to collect the CCR at the Registry's e-Services Centre or have the certificate delivered to you by post or courier subject to payment of an additional handling charge.

If you apply for a CCR onsite at the Registry's e-Services Centre, you have to collect the CCR onsite at the e-Services Centre.

### 7. How long does it take to obtain a CCR ?

A CCR will normally be available for collection at the Registry's e-Services Centre within 6 hours from the time of order, excluding intervening non-service hours and non-working days.

If you choose to collect the CCR by post or courier, the CCR will normally be dispatched to postal or courier agent within 6 hours from the time of order, excluding intervening non-service hours and non-working days. Time for delivery by post or by courier agent is not included.

### 8. Where can I ask for further information ?

Please call the Public Search Section of the Registry at (852) 2867 4825.

For further information on the electronic search services available at the e-Services Portal, please refer to the information pamphlet "[How to Obtain Company Information](#)". You can download the pamphlet at [www.cr.gov.hk](http://www.cr.gov.hk); obtain a copy at the Registry or by fax through the 24-hour enquiry hotline (IVRS) (852) 2234 9933.