



公 司 註 冊 處
COMPANIES REGISTRY

Price Guide to Main Services



Important

- This pamphlet sets out the fees payable for the main services provided by the Companies Registry. For full details of the fees, please refer to the Companies (Fees) Regulation (Chapter 622K of the Laws of Hong Kong) (www.elegislation.gov.hk).
- Before you deliver documents for registration, please refer to the information pamphlet “***Delivery of Documents to Companies Registry for Registration***”. For more information, please visit the Companies Registry’s website (www.cr.gov.hk) or call (852) 2867 2600.
- **Documents involving fees must be delivered with the correct fees to the Companies Registry. Any document which is not accompanied by the correct fee payable is considered unsatisfactory and the Registrar of Companies may refuse to accept or refuse to register the document. The amount of fee payable is calculated according to the date of redelivery. Higher registration fees will be payable for late delivery of annual returns.**
- If the fee is paid by cheque, the cheque should be crossed and issued in Hong Kong Dollars payable to “[Companies Registry](#)”

Address : 14th floor, Queensway Government Offices, 66 Queensway, Hong Kong.

Website : www.cr.gov.hk

e-Services Portal : www.e-services.cr.gov.hk

Email : crenq@cr.gov.hk

24-hour Enquiry Hotline : (852) 2234 9933 (IVRS) / (852) 2867 2600

(A) Incorporation of Companies and Registration of Non-Hong Kong Companies

Application for:		Fee payable on application (HK\$)	
		Delivered in electronic form through e-Services Portal (Note d)	Delivered in hard copy form
(i)	Incorporation of a company limited by shares (Notes a & c)	\$ 1,545 <i>(If unsuccessful, an application for a refund of HK\$ 1,280 may be made)</i>	\$ 1,720 <i>(If unsuccessful, an application for a refund of HK\$ 1,425 may be made)</i>
(ii)	Incorporation of a company limited by guarantee (Notes a & c)		
	➤ with 25 members or less	\$ 155	\$ 170
	➤ with number of members exceeding 25 but not exceeding 100	\$ 305	\$ 340
	➤ with number of members exceeding 100	\$ 305 plus \$ 18 for every additional 50 members (or less) after first 100 members, subject to a maximum of \$ 925	\$ 340 plus \$ 20 for every additional 50 members (or less) after first 100 members, subject to a maximum of \$ 1,025
(iii)	Registration of a non-Hong Kong company (Notes b & c)	\$ 1,545 <i>(If unsuccessful, an application for a refund of HK\$ 1,280 may be made)</i>	\$ 1,720 <i>(If unsuccessful, an application for a refund of HK\$ 1,425 may be made)</i>

Notes:

- Please refer to the [Business Registration Fee and Levy Table](#) for the amount of Business Registration Fee and Levy payable upon making an application for incorporation of a local company.
- Please refer to the [Business Registration Fee and Levy Table](#) for the amount of Business Registration Fee and Levy payable upon making an application for registration of a non-Hong Kong company (except where the company has already obtained a Business Registration Certificate).
- You can download the [Business Registration Fee and Levy Table](#) at www.cr.gov.hk; obtain a copy at the Companies Registry or by fax through the 24-hour enquiry hotline (IVRS) (852) 2234 9933.
- The fees (excluding Business Registration Fee and Levy) payable for applications for incorporation of companies and registration of non-Hong Kong companies delivered in electronic form is reduced by 10% with effect from 1 October 2020.

(B) Change of company name

Local company

Fee payable for a change of company name HK\$ 295
(If unsuccessful, an application for a refund of HK\$ 55 may be made)

Registered Non-Hong Kong company

Fee payable for registration of an alteration of name 1,425

(C) Registration of charges and related documents

Statement of Particulars of Charge 340
 Notification of Payment / Satisfaction of Debt, Release from Charge, etc. 190
 Notice of appointment of receiver or manager 40
 Notice of mortgagee entering into possession of property 40

(D) Deregistration of a defunct solvent company

Fee payable on application 420

(E) Registration of a prospectus

Registration of a prospectus under section 38D or 342C of the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Chapter 32) 1,415

(F) Registration of an annual return

Date of delivery (Note 4)	Fee payable (HK\$)			
	Local private companies having a share capital	Local public companies having a share capital (Note 2)	Companies limited by guarantee (Note 3)	Registered Non-Hong Kong companies
within 42 days after the company's return date (Note 1)	105	140	105	180
more than 42 days after but within 3 months after the company's return date (Note 1)	870	1,200	870	1,200
more than 3 months after but within 6 months after the company's return date (Note 1)	1,740	2,400	1,740	2,400
more than 6 months after but within 9 months after the company's return date (Note 1)	2,610	3,600	2,610	3,600
more than 9 months after the company's return date (Note 1)	3,480	4,800	3,480	4,800

Notes:

- (1) A company's return date refers to:

Local private companies having a share capital

The anniversary of the company's date of incorporation

Local public companies having a share capital

6 months after the end of its accounting reference period if delivered under section 662(3) of the Companies Ordinance

Companies limited by guarantee

9 months after the end of its accounting reference period if delivered under section 662(3) of the Companies Ordinance

Registered Non-Hong Kong companies

The anniversary of registration

- (2) If an annual return of a local public company having a share capital is delivered under section 107 of the predecessor Ordinance (i.e. the Companies Ordinance (Cap. 32) as in force from time to time before the commencement date of the Companies Ordinance (Cap. 622)), the company's return date is the date of the annual general meeting (AGM) or date of the written resolution in lieu of AGM.
- (3) If an annual return of a local company limited by guarantee is delivered under section 107 of the predecessor Ordinance, the company's return date is the date of the AGM or date of the written resolution in lieu of AGM. The annual registration fee payable on delivery of the annual return is HK\$ 105.
- (4) If an annual return is delivered by post, the annual return will not be regarded as having been delivered to the Registrar in satisfaction of the filing requirements if it has not been received by the Registrar. You are advised to **post your annual return with sufficient postage as early as possible** within the prescribed 42-day statutory time period to avoid any delay that may be caused by unforeseen circumstances. A higher registration fee is payable for late delivery of annual return.

(G) Electronic Search Services

Free Search

- Company Name Search (left partial match or exact name match)
- Document Index Search
- Register of Disqualification Orders Index Search
- Register of Charges Index Search

Registration as a Registered Online User

HK\$

- Principal account, per year 500
- Each subsequent account, per year 100

Search on Lists / Reports

- Company Particulars Search, per company 22
- Directors Index Search (Company-based), per company 11
- Director Particulars Search, per director or reserve director 11
- Directors Index Search (Director-based), per director or reserve director 22
- Disqualification Order Particulars Search, per disqualified person 11

Certificates / Certified Copies (per copy)

- Obtaining a certificate of continuing registration in respect of a live local company or a registered non-Hong Kong company 170
- Obtaining a certified copy of or an extract from a document or report
 - Certifying fee (The fee for providing a hard copy of the related document or report is not included) 130

Image Record Search (per document)

Document Type	Online Search at e-Services Portal (www.e-services.cr.gov.hk)				Onsite Search *
	Download		Online View		Obtain Hard Copy
	Registered Online Users (HK\$)	Unregistered Online Users (HK\$)	Registered Online Users (HK\$)	Unregistered Online Users (HK\$)	Onsite Users (HK\$)
Prospectus, instrument relating to charges, accounts/financial statements, memorandum, articles, memorandum and articles, charter, statutes or the like	21	23	26	29	35
Annual return, Forms NNC1, NC1, NNC1G, NC1G, NN1 or N1	16	18	21	23	30
Any other document	9	10	12	13	20

* Companies Registry's Public Search Centre: 13th floor, Queensway Government Offices, 66 Queensway, Hong Kong.