

# The Next Generation of Integrated Companies Registry Information System

## Revamp of the Integrated Companies Registry Information System ("Revamped ICRIS ")



Companies Registry  
November 2023



公 司 註 冊 處  
COMPANIES REGISTRY



# *The Need to Revamp ICRIS*

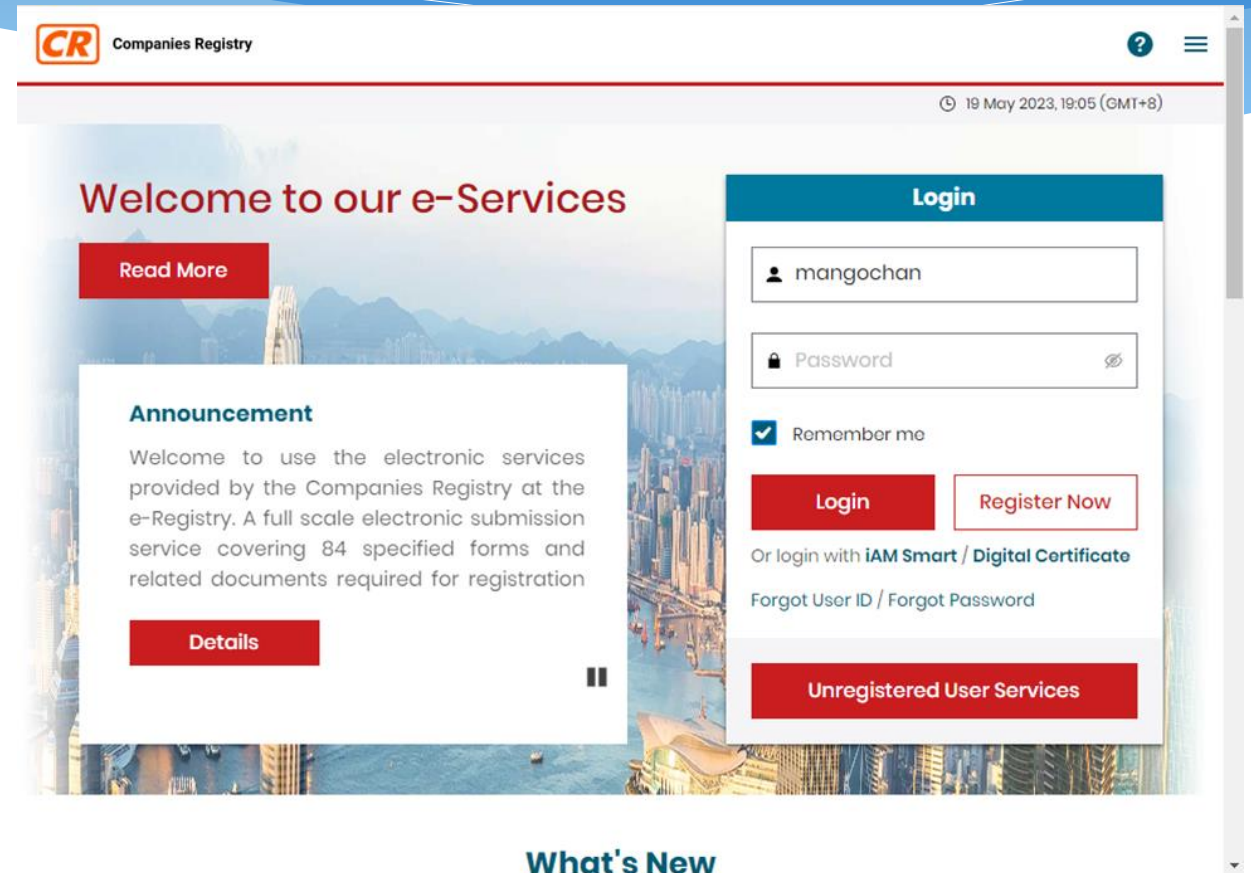
- Existing ICRIS has been in service for over 18 years since its first launch in 2005.
- Keep pace with the rapid technology advancement to meet the increasing workload and bring about improvement to public services.
- The Revamped ICRIS will replace all existing information systems as a mission-critical IT cornerstone of the Registry supporting its core business operations, including registration of companies and statutory returns and provision of public search services.
- The Revamped ICRIS will be launched on 27 December 2023.



# New Features of the Revamped ICRIS

## Portal Design

- A single integrated online platform that supports the Registry's different electronic services and enables user access through a single log-on with a unified user account



# New Features of the Revamped ICRIS (cont'd)

Main Page

Incorporation

Filing

Search

Access to WI / PI

Other services

Contact Us

e-Services Portal

Main Page

Announcement

Fee Reduction for e-Incorporation

With a view to encouraging companies to use the e-Services Portal, the fee for e-Incorporation has been reduced by 50%.

20 Jul 2023

testing 123 (change)(change)

testatvsafvsadfsa

testtest

Main Page

Incorporation

Filing

Search

Access to WI / PI

Other services

Contact Us

e-Services Portal

Main Page

List of Saved Web-Form

Note: Saved documents will be deleted if there has been no update for 90 days.

Form / Document	Intended Name
-----------------	---------------

NNCIG	DD G 20230919 Compar
-------	----------------------

NNC1	up up company limited
------	-----------------------

NNCIG	DD G 20230803 Compa
-------	---------------------

NNC1	dd testing 20230827 Lin
------	-------------------------

Main Page

Incorporation

Filing

Search

Access to WI / PI

Other services

Contact Us

e-Services Portal

Main Page

Incorporation

List of Saved Web-Form

Note: Saved documents will be deleted if there has been no update for 90 days.

Form / Document	BRN	Company Name
-----------------	-----	--------------

ND2A	74680789	誰日一定會更好
------	----------	---------

THE Sailor Moon  
battle against

Main Page

Incorporation

Filing

Search

Access to WI / PI

e-Services Portal

Main Page

Incorporation

Filing

Search

Important Note

With effect from 27 December 2023, the Business Registration Number ("BRN") (i.e. the first 8 digits of the Business Registration Certificate number) of companies / entities has been fully adopted as the Unique Business Identifier ("UBI") of companies / entities. For companies incorporated / registered thereafter, the BRN will be the UBI. The "UBI" will be used for the Registration of Non-Hong Kong Company issued by the Companies Registry ("Registry").

Quick Search

☒ Company Search ☐ CR No. / BRN Mapping

Exact Name Search ▼

Company Name (English or Traditional Chinese)

GO

# New Features of the Revamped ICRIS (cont'd)

## Portal Design (cont'd)

- Registered users can subscribe and access different services with a single unified account

### Step 1 - Input Account Details

\* Information must be provided

\* User Type

Individual

\* Services to be Subscribed

☒ e-Filing

☒ e-Search

☒ Principal Account ☐ Subsequent Account

☒ Access to Withheld Information / Protected Information  
(only applicable to designated types of specified persons and the authorised representatives of the designated types of specified persons not being a natural person)

☒ Type(s) of Specified Persons ?

Please select the appropriate type(s).

<input type="checkbox"/> A liquidator	<input type="checkbox"/> A trustee in bankruptcy
<input type="checkbox"/> A public officer or public body	<input type="checkbox"/> A scheduled person
<input type="checkbox"/> A solicitor	<input type="checkbox"/> A foreign lawyer
<input type="checkbox"/> A certified public accountant (practising)	<input type="checkbox"/> A financial institution (other than an authorized institution)
<input type="checkbox"/> An authorized institution	<input type="checkbox"/> A DNFBP
<input type="checkbox"/> An authorized institution	
<input type="radio"/> An authorised representative of a specified person not being a natural person	

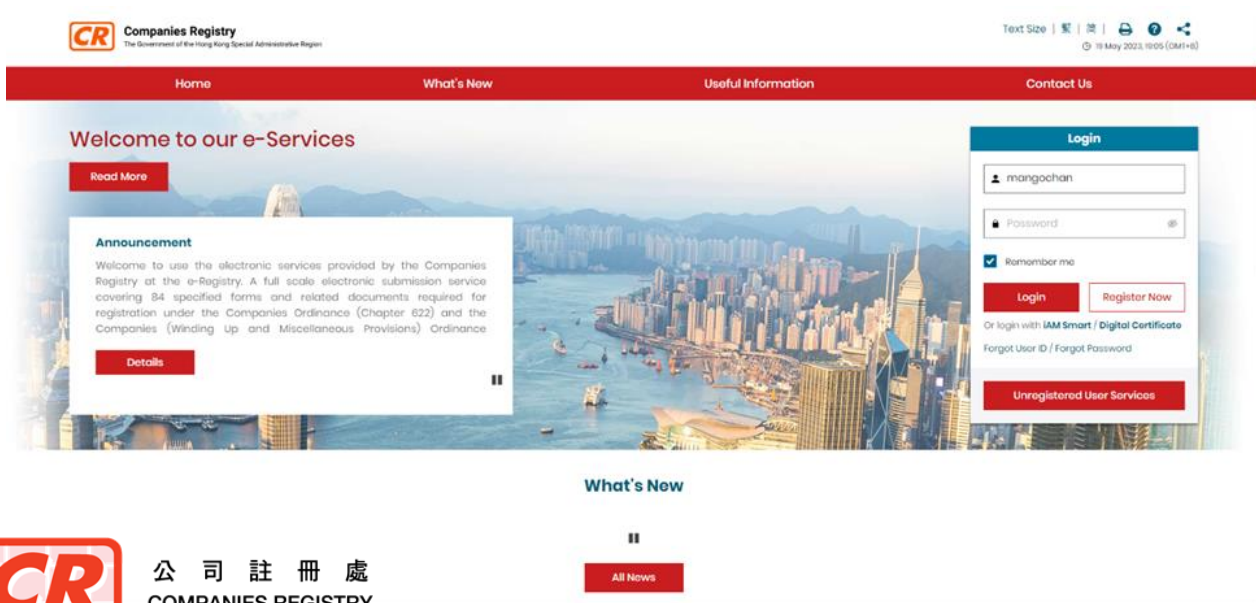


# New Features of the Revamped ICRIS (cont'd)

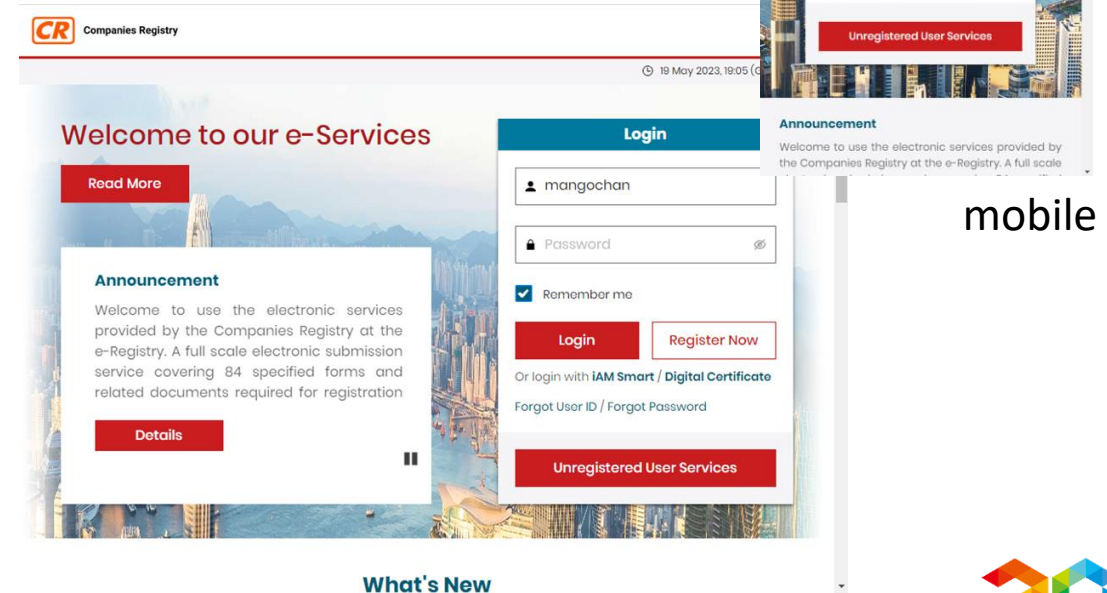
## Portal Design (cont'd)

- Responsive web design of e-Services portal facilitates the use on desktop computers and mobile devices.

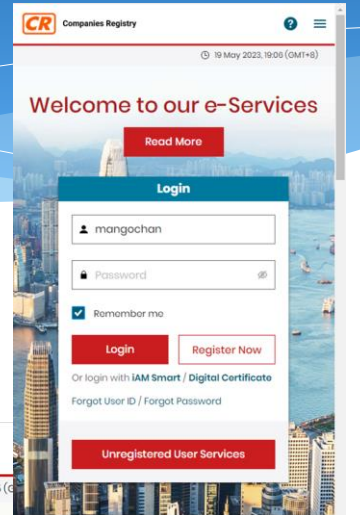
desktop



tablet



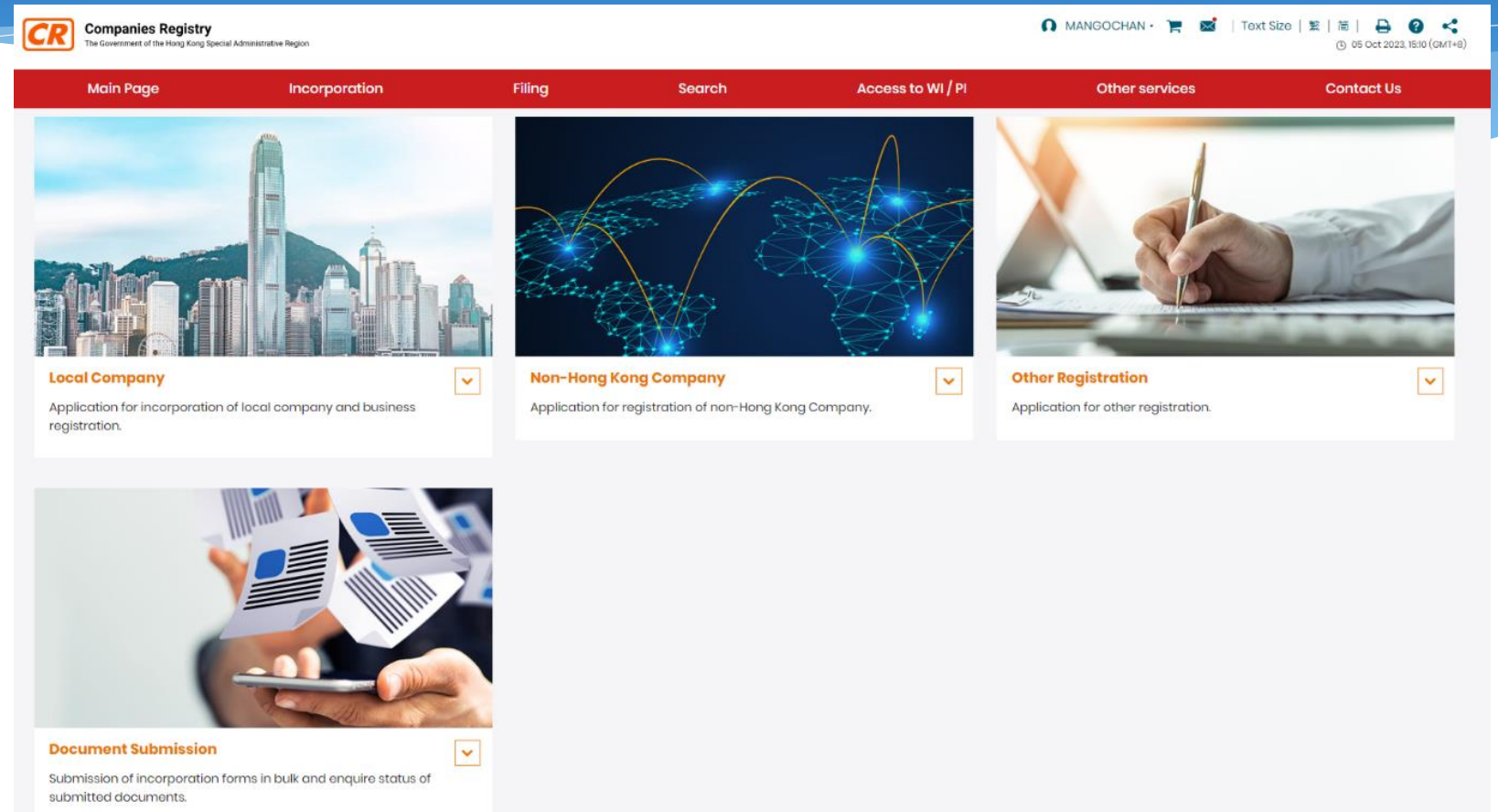
mobile



# Electronic Services under the Revamped ICRIS

## (1) e-Incorporation Service

- Related functions for submitting applications for incorporations are arranged at a separate page for easy access



# Electronic Services under the Revamped ICRIS (cont'd)

## (2) e-Filing Services

- Existing file-based e-forms will be replaced by web forms which are provided for filling in online and can be saved on the e-Services Portal.

The screenshot displays the Companies Registry e-Filing portal. At the top, the header includes the CR logo, 'Companies Registry', and 'The Government of the Hong Kong Special Administrative Region'. A navigation bar contains links: Main Page, Incorporation, Filing, Search, Access to WI / PI, Other services, and Contact Us. Below this, a progress bar shows four steps: 1. Input Basic Information, 2. Input Details of Change (current step), 3. Sign & Submit, and 4. Acknowledgement.

**Step 2 - Input Details of Change**

BRN	64728327
English Company Name	Asia-Pacific Vocational Education Industry Group Limited
Chinese Company Name	亞太職業教育產業集團有限公司

**Details of Change** ⓘ  
Please complete item(s) with change(s) only

☒ New Address of Registered Office in Hong Kong ⓘ  
(Non-Hong Kong addresses, 'care of' addresses and post office box numbers are not acceptable.)

Flat / Floor / Block etc.

Building

Street / Estate / Lot / Village etc.

District

Region

Effective Date

☐ New Email Address (if applicable) ⓘ

☐ New Hong Kong Contact Telephone Number (if applicable) ⓘ

At the bottom right, there are buttons: Exit, Discard Form, Save, and Save & Next.



# Electronic Services under the Revamped ICRIS (cont'd)

## (2) e-Filing Services (Cont'd)

- Draft e-forms saved online can be retrieved for subsequent update before submission
- Extended e-submission services to cover delivery of documents other than specified forms

The screenshot displays the Companies Registry e-Forms Portal. At the top, the header includes the CR logo, 'Companies Registry', and 'The Government of the Hong Kong Special Administrative Region'. A navigation bar contains links: Main Page, Incorporation, Filing, Search, Access to WI / PI, Other services, and Contact Us. Below this is a banner for the 'e-Services Portal'. A secondary navigation bar highlights 'Filing' under 'Main Page', 'Incorporation', 'Filing', 'Search', 'Access to WI / PI', and 'Other Services'.

Form	BRN	Company Name	From	Last Modified	Status	Notes	Action
NRI	64728327	Asia-Pacific Vocational Education Industry Group Limited 亞太職業教育產業集團有限公司	WU, PETER 胡彼得	21-May-2023 13:57:11	Draft	0	Please select
NARI	64728327	Asia-Pacific Vocational Education Industry Group Limited 亞太職業教育產業集團有限公司	WU, PETER 胡彼得	21-May-2023 13:42:22	Draft	0	Please select

Below the table is a 'See All' button. The bottom section features three service categories with icons and descriptions:

- Document Submission**: Registered users can submit forms and related documents individually or in Bulk.
- Account Association**: Creation and maintenance of association of Company Account with Individual User.
- TPSI**: A service provided for user to submit electronic forms generated by third party software in standard interface file format to the Companies Registry.

# Electronic Services under the Revamped ICRIS (cont'd)

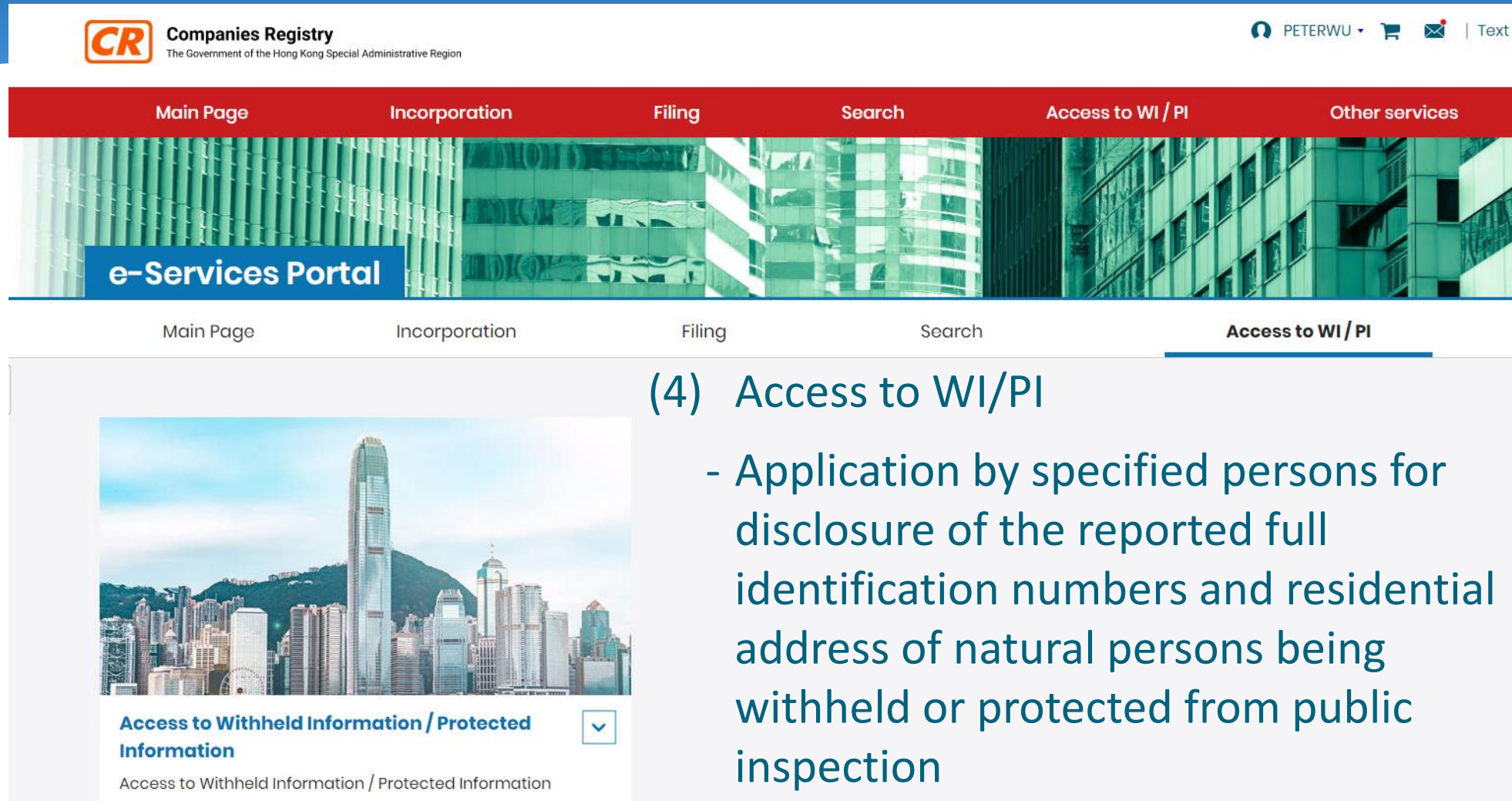
## (3) e-Search Services

- Use of Business Registration Number (“BRN”) as Unique Business Identifier (“UBI”) for searching and identifying companies / entities.
- A quick search function on mapping of BRN and CR number for existing companies

The screenshot displays the Companies Registry website's e-Search Services portal. At the top, the header includes the 'Companies Registry' logo and navigation links for Main Page, Incorporation, Filing, Search, Access to WI / PI, Other services, and Contact Us. Below the header, a secondary navigation bar highlights the 'Search' section. The main content area features an 'Important Note' regarding the Business Registration Number (BRN) as a Unique Business Identifier (UBI) effective from December 27, 2023. Below this, a 'Quick Search' section offers two search options: 'Company Search' (selected) and 'CR No. / BRN Mapping'. The search interface includes input fields for 'Exact Name Search' and 'Company Name (English or Traditional Chinese)', along with a 'GO' button. The bottom section of the portal is divided into three columns, each with a search service and a list of related ordinances:

- Companies registered under Companies Ordinance**  
Search services provided for companies registered under the Companies Ordinance (Chapter 622)
- Entities registered under Miscellaneous Ordinances**  
Search services provided for the entities registered under the following ordinances:
  - Limited Partnership Fund Ordinance (Chapter 637)
  - Registered Trustees Incorporation Ordinance (Chapter 306)
  - Securities and Futures Ordinance (relating to Open-ended Fund companies)(Chapter 571)
  - Miscellaneous Incorporation Ordinances
- Licensed Money Lenders**  
Search services provided for Companies / Individuals with Money Lenders Licences under the Money Lenders Ordinance (Chapter 163)

# Electronic Services under the Revamped ICRIS (cont'd)



The screenshot displays the Companies Registry e-Service Portal. At the top, the logo for the Companies Registry (CR) is shown, along with the text 'Companies Registry' and 'The Government of the Hong Kong Special Administrative Region'. A navigation bar includes links for 'Main Page', 'Incorporation', 'Filing', 'Search', 'Access to WI / PI', and 'Other services'. Below this, a large banner features a green-tinted image of modern buildings and the text 'e-Services Portal'. A secondary navigation bar is visible below the banner, with 'Access to WI / PI' highlighted. The main content area shows a large image of the Hong Kong skyline, with the text 'Access to Withheld Information / Protected Information' and a dropdown arrow. Below this, the text 'Access to Withheld Information / Protected Information' is repeated.

**(4) Access to WI/PI**

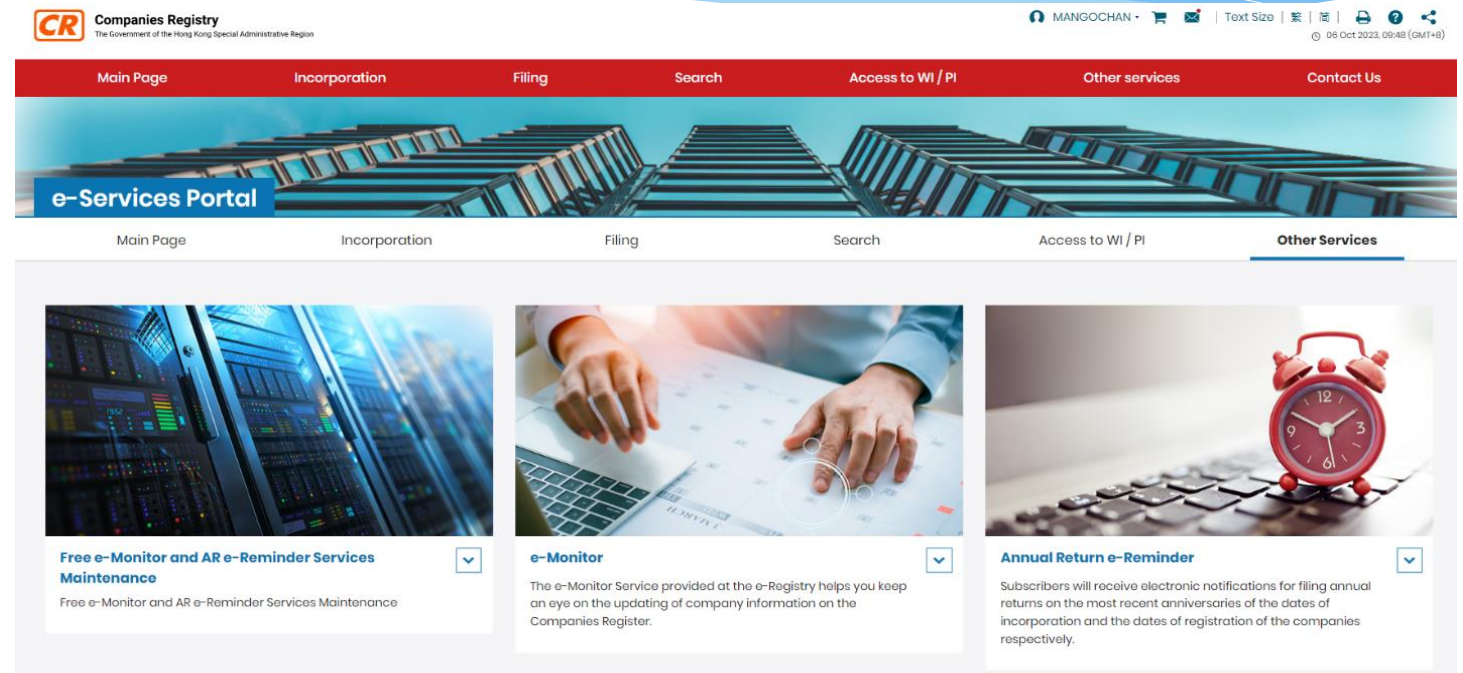
- Application by specified persons for disclosure of the reported full identification numbers and residential address of natural persons being withheld or protected from public inspection



# Electronic Services under the Revamped ICRIS (cont'd)

## (5) Other Services

- e-Monitor and Annual Return e-Reminder services will continue to be provided to the registered users
- Annual Return e-Reminder service will also be provided to the unregistered users some time after launch of the revamped system.



# The Next Generation of Integrated Companies Registry Information System



## User Registration at the New e-Services Portal of the Companies Registry



Companies Registry  
November 2023







公司註冊處  
COMPANIES REGISTRY





# (A) User Registration – Individual User

**Companies Registry**  
The Government of the Hong Kong Special Administrative Region

Text Size | 繁 | 簡 |   

02 Nov 2023, 13:49 (GMT+8)

HomeWhat's NewUseful InformationContact Us

Welcome to our e-Services

Read More


**Message**  
The Companies (Amendment) Ordinance 2023 will come into operation on 28 April 2023  
27 Jan 2023  
◀ The Companies (Amendment) Ordinance 2023 ("the Amendment Ordinance") will come into operation on 28 April 2023. ▶  
Details

**Login**

☐ Remember me

LoginRegister Now

Or login with

 Login with iAM Smart

More Info >

Login by Digital Certificate

Forgot User ID / Forgot Password

Unregistered User Services

## Step 1 – Start User Registration

# (A) User Registration – Individual User

## User Registration

🏠 > User Registration

### e-Search Services

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:
- (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
  - (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.
- (b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

### Users' Obligations

\* Enter the characters in the image

J6RW



🔊 Audio

🔄 Refresh

☒ I accept the above Terms and Conditions.

## Step 2 – Accept T&C for Account Registration

Cancel

Accept



公司註冊處  
COMPANIES REGISTRY



# (A) User Registration – Individual User

## Step 1 – Input Account Details ?

\* Information must be provided

\* User Type

Individual

\* Services to be Subscribed

☒ e-Filing

☒ e-Search

☒ Principal Account ☐ Subsequent Account

☐ Access to Withheld Information / Protected Information

(only applicable to designated types of specified persons and the authorised representatives of the designated types of specified persons not being a natural person)

☐ Type(s) of Specified Persons ?

Please select the appropriate type(s).

☐ A liquidator

☐ A public officer or public body

☐ A solicitor

☐ A certified public accountant (practising)

☐ An authorized institution

☐ An authorised representative of a specified person not being a natural person

☐ A trustee in bankruptcy

☐ A scheduled person

☐ A foreign lawyer

☐ A financial institution (other than an authorized institution)

☐ A DNFBP

User Type

Individual

Company incorporated/registered under Companies Ordinance of Hong Kong (CR Company)

Business registered with the BRO of the HK Inland Revenue Department only (BR Entity)

Other non-individual

User Account ID and Password to be Used

\* User ID [Check User ID validity](#)

REVAMPUAT123

\* Password

Abcd123456

\* Confirm Password

Abcd123456

## Step 3 – Input Account Details (Individual) (Subscribe e-Filing and e-Search Services)

Cancel

Back

Continue



公司註冊處  
COMPANIES REGISTRY



# (A) User Registration – Individual User

## Step 2 – Input User Particulars ?

英

Authorise "IAM Smart" to provide personal information

In order to complete the account opening and linked-up with "IAM Smart", please authorise "IAM Smart" to provide the following personal information:

- English Name
- Chinese Name
- HKID number
- Email Address
- Postal Address
- Mobile Number
- Home Address



[More Info >](#)

### User ID

REVAMPUAT123

\* Information must be provided

\* User Name

CHAN

(English Surname)

SZE MAN

(English Other Name)

陳斯文

(Chinese Name)

### Address

☒ Local Address ☐ Non-HK Address

### Flat/Floor/Block etc.

29/F

### Building

QGO BUILDING

\* Street/Estate/Lot /Village etc.

888 QGO STREET

\* District/City/Province/State/Postal Code etc.

Admiralty

\* Region

HONG KONG

### \* Email Address

sa001@icris3dsu.cr.hksarg

### \* Confirm Email Address

sa001@icris3dsu.cr.hksarg

### \* Hong Kong Contact Telephone No.

12345678

### Fax No.

Fax No.

### \* Language for Correspondence

English

Cancel

Back

Continue

## Step 4 – Input User Particulars



公司註冊處  
COMPANIES REGISTRY



# *(A) User Registration – Individual User*

## Step 3 – Provide Identification Details ?

☒ Submit document(s) online

**\* Identification Document**

**(Required for subscribing e-Filing or Access to Withheld Information/Protected Information services)**

☐ Use Digital Certificate ⓘ

☐ Certified true copy of identification document (in PDF)

☐ Present the original supporting document(s) in person at the Companies Registry :

- identification document (required for subscribing e-Filing or Access to Withheld Information/Protected Information services)
- document relating to account for Access to Withheld Information/Protected Information (required if related service is subscribed) ?

## Step 5 – Provide Identification Details

Cancel

Back

Continue



# (A) User Registration – Individual User

## Step 3 – Provide Identification Details ?

### \* Identification Information

☒ Hong Kong Identity Card No.

P427740

( A )

☐ People's Republic of China Identity Card No.

☐ Passport No.

### \* Supporting Document(s)

☒ Submit document(s) online

#### \* Identification Document

(Required for subscribing e-Filing or Access to Withheld Information/Protected Information services)

☐ Use Digital Certificate ⓘ

☒ Certified true copy of identification document (in PDF)

 Upload File

[PDF file.pdf](#)



☐ Present the original supporting document(s) in person at the Companies Registry :

- identification document (required for subscribing e-Filing or Access to Withheld Information/Protected Information services)
- document relating to account for Access to Withheld Information/Protected Information (required if related service is subscribed) ?

## Step 5 – Provide Identification Details (Cont'd)

Cancel

Back

Continue



公司註冊處  
COMPANIES REGISTRY



# (A) User Registration – Individual User

## Step 4 – Review Account Particulars

### User Account Information

Services to be Subscribed	e-Search, e-Filing
User ID	REVAMPUATI23
User Type	Individual

### User's Particulars

User Name	CHAN (English Surname) SZE MAN (English Other Name) 陳斯文 (Chinese Name)
Address	
Flat/Floor/Block etc.	29/F
Building	QGO BUILDING
Street/Estate/Lot /Village etc.	888 QGO STREET
District/City/Province/State/Postal Code etc.	Admiralty
Country/Region	HONG KONG
Email Address	sa001@icris3dsu.cr.hksarg
Hong Kong Contact Telephone No.	12345678
Fax No.	-
Language for Correspondence	English
Identification Document	HKID
Number	P427740(A)

## Step 6 – Review Account Particulars



# (A) User Registration – Individual User

## Terms & Conditions for “e-Filing Services”

### Application

1. The registered online user (“the Registered User”) requests the Registrar of Companies (“the Registrar”) and the Registrar upon receiving the Registered User’s acceptance of the terms and conditions hereinafter set out, agrees to provide search services (“e-Search Services”) of the Integrated Companies Registry Information System (“ICRIS”) whereby the Registered User is able to obtain online access to the databases of public records of company information managed and updated by the Registrar.

### e-Search Services

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:
  - (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
  - (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.
- (b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

☒ I have read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for “e-Filing Services” set out above.

## Confirm T&Cs for Subscribed Services

## Terms & Conditions for “e-Search Services”

### Application

1. The registered online user (“the Registered User”) requests the Registrar of Companies (“the Registrar”) and the Registrar upon receiving the Registered User’s acceptance of the terms and conditions hereinafter set out, agrees to provide search services (“e-Search Services”) of the Integrated Companies Registry Information System (“ICRIS”) whereby the Registered User is able to obtain online access to the databases of public records of company information managed and updated by the Registrar.

### e-Search Services

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:
  - (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
  - (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.
- (b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

☒ I have read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for “e-Search Services” set out above.

☒ I confirm the information given above is complete and correct.



公司註冊處  
COMPANIES REGISTRY

## Step 6 – Review Account Particulars (Cont’d)


Cancel




Back

Continue



# (A) User Registration – Individual User

**Companies Registry**  
The Government of the Hong Kong Special Administrative Region

Text Size | 繁 | 簡 |   

02 Nov 2023, 14:03 (GMT+8)

HomeWhat's NewUseful InformationContact Us

Terms & Conditions for “e-Search Services”

**Application**

1. The registered online user (“the Registrant”) agrees to provide search services and company information managed by the Companies Registry.

**e-Search Services**

2. (a) e-Search Services will, subject to the terms and conditions hereinafter set out, provide the following services to the Registrant:  
(i) access online the company information managed by the Companies Registry;  
(ii) submit orders for and obtain copies of public records of the Companies Registry made available by the Companies Registry.  
(b) Except for maintenance work, the Registrant shall be responsible for the payment of the fees for the e-Search Services.

☒ I have read, understood and agree to the terms and conditions of the e-Search Services.

☒ I confirm the information given is true and correct.

**Paying Registration Fee and Prepayment**

×

Description	Amount (HK\$)
Registration Fee for Principal Account of e-Search Services	500.00
Prepayment (You may pay to the Companies Registry a non-interest bearing prepayment which can be used to settle the fees for different e-services rendered to you afterwards.)	<input type="text" value="0"/>
Total Amount (HK\$)	500.00

Cancel

Continue

Cancel

Back

Continue

# (A) User Registration – Individual User

[Home](#)[What's New](#)[Useful Information](#)[Contact Us](#)

## Paying Registration Fee and Prepayment

Description	Amount (HK\$)
Registration Fee for Principal Account of e-Search Services	500.00
Prepayment	0.00
<b>Total Amount (HK\$)</b>	<b>500.00</b>

**Payment Advice No.:**

PSI000007716059F

**Order Type:**

Registration Fee for Principal Account of e-Search Services

**Amount (HK\$):**

500.00

**Payment method:**

☐    ☐  ☐  ☐ 

☒ Cash /Cheque

Please note that UnionPay Credit Card/PPS Shop&Buy Service will not be available for amount of payment over HK\$100,000.00

### Important Note

After selecting a payment method and clicking "Pay", you will be directed to the website of the relevant financial institution. When the payment process has been completed, a digital receipt will be displayed on screen for your records. Please DO NOT close the browser or switch to other pages of this website before the digital receipt is displayed, otherwise, the documents cannot be submitted successfully through the e-Services Portal.

## Step 7 – Payment (Cont'd)

[Cancel](#)[Continue](#)

公司註冊處  
COMPANIES REGISTRY





# (A) User Registration – Individual User



**Companies Registry**

The Government of the Hong Kong Special Administrative Region

Text Size | 繁 | 簡 |

02 Nov 2023, 14:08 (GMT+8)

Useful Information

Contact Us



## Step 5 – Acknowledgement

Your request for registration as a user (User ID: REVAMPUAT123) of the e-Services has been received on 02-Nov-2023.

An email for activating the user account and separate email for each approved service will be sent to your registered email sa001@icris3dsu.cr.hksarg. Please activate your user account within the period specified in the email.

An email containing the payment advice details will be sent to your registered email address: sa001@icris3dsu.cr.hksarg.

You may also download the payment advice by clicking the button below.

Download

## Step 8 – Acknowledgement

We will scrutinise the certified document during office hours (Monday to Friday, 8:30 a.m. to 5:45 p.m.) before approving your registration. It normally takes half a working day to complete the scrutiny process.

If you encounter difficulty, please contact our 24-hour Help Desk Support Team:

Email: helpdesk@e-services.cr.gov.hk

Back to Home



公 司 註 冊 處  
COMPANIES REGISTRY



## (A) User Registration – Individual User

The screenshot displays an email interface with a sidebar on the left containing options like 'New message', 'Inbox', 'Sent mail', 'Drafts', 'Trash', 'Search Results', 'Special', 'Search', 'Manage Folders', 'Address Book', 'Forward Email', 'Automatic Reply', 'Email Filters', 'Edit Signature', 'Mail Preferences', 'Change Password', and 'Dashboard'. The main area shows an inbox list. A red box highlights the first three emails:

<input type="checkbox"/>			From	Subject	Date
<input type="checkbox"/>			mailuat@icris3dsu.cr.gov.hk	e-Services - User Account Registration and Activation	02/11/2023
<input type="checkbox"/>			mailuat@icris3dsu.cr.gov.hk	Commencement of Services (e-Filing)	02/11/2023
<input type="checkbox"/>			<mailuat>	Integrated Companies Registry Information System - Payment Advice	02/11/2023

Below these are several other emails with subject lines starting with 'AAAAAA' and dates of '04/20/2023'. A text box is overlaid on the middle of the inbox:

*Email for user account activation and separate emails approving different subscribed services will be sent to user's email address.*

### Step 8 – Acknowledgement (Cont'd)

# (A) User Registration – Individual User



**Companies Registry**  
The Government of the Hong Kong Special Administrative Region

Text Size | 繁 | 簡 |

🕒 03 Nov 2023, 10:15 (GMT+8)

[Home](#)[What's New](#)[Useful Information](#)[Contact Us](#)

## User Registration

> User Registration

### Account Activation

\* User ID

\* Password



## Step 9 – Account Activation

Confirm



公 司 註 冊 處  
COMPANIES REGISTRY



# (A) User Registration – Individual User


[Home](#)

[What's New](#)

[Useful Information](#)

[Contact Us](#)

## User Registration

 > [User Registration](#)

### Account Activation

You have successfully activated your user account!

Please click "Continue" to use the functions in our e-Service.

## Step 9 – Account Activation (Cont'd)

[Back to Home](#)

[Continue](#)

# (B) User Registration – Company User

The screenshot displays the Companies Registry website interface. At the top, the logo and name 'Companies Registry' are visible, along with the text 'The Government of the Hong Kong Special Administrative Region'. Navigation links for 'Home', 'What's New', 'Useful Information', and 'Contact Us' are present. A 'Welcome to our e-Services' banner includes a 'Read More' button. A message box states: 'The Companies (Amendment) Ordinance 2023 will come into operation on 28 April 2023'. The 'Login' section on the right features input fields for 'User ID' and 'Password', a 'Remember me' checkbox, and buttons for 'Login' and 'Register Now' (highlighted with a red circle). Below these are options for 'Login with iAM Smart', 'Login by Digital Certificate', and links for 'Forgot User ID / Forgot Password' and 'Unregistered User Services'.

**Companies Registry**  
The Government of the Hong Kong Special Administrative Region

Text Size | 繁 | 簡 | 打印 | 帮助 | 分享

02 Nov 2023, 13:49 (GMT+8)

Home What's New Useful Information Contact Us

## Welcome to our e-Services

[Read More](#)

**Message**

The Companies (Amendment) Ordinance 2023 will come into operation on 28 April 2023

27 Jan 2023

◀ The Companies (Amendment) Ordinance 2023 ("the Amendment Ordinance") will come into operation on 28 April 2023. ▶

[Details](#)

|| ● ● ● ● ● ● ● ● ● ●

### Login

User ID

Password

☐ Remember me

[Login](#) [Register Now](#)

Or login with

[Login with iAM Smart](#)

[More Info >](#)

[Login by Digital Certificate](#)

[Forgot User ID / Forgot Password](#)

[Unregistered User Services](#)

## Step 1 – Start User Registration



## (B) User Registration – Company User

### User Registration

🏠 > User Registration

#### e-Search Services

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:
- (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
  - (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.
- (b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

#### Users' Obligations

\* Enter the characters in the image

J6RW



🔊 Audio

🔄 Refresh

☒ I accept the above Terms and Conditions.

### Step 2 – Accept T&C for Account Registration

Cancel

Accept



公司註冊處  
COMPANIES REGISTRY



## (B) User Registration – Company User

### Step 1 – Input Account Details ?

\* Information must be provided

\* User Type

Company incorporated/registered under Companies Ordinance of Hong Kong ▼ ⓘ

\* Services to be Subscribed

☒ e-Filing

☐ e-Search

☐ Principal Account

☐ Subsequent Account ⓘ

☐ Access to Withheld Information / Protected Information

(only applicable to designated types of specified persons and the authorised representatives of the designated types of specified persons not being a natural person)

☐ Type(s) of Specified Persons ⓘ

Please select the appropriate type(s).

☐ A liquidator

☐ A public officer or public body

☐ A solicitor

☐ A certified public accountant (practising)

☐ An authorized institution

☐ An authorised representative of a specified person not being a natural person

☐ A trustee in bankruptcy

☐ A scheduled person

☐ A foreign lawyer

☐ A financial institution (other than an authorized institution)

☐ A DNFBP

User Account ID and Password to be Used

\* User ID [Check User ID validity](#)

User ID

\* Password

Password

\* Confirm Password

Confirm Password

### Step 3 – Input Account Details (Limited Company) (Subscribe e-Filing Services)

Cancel

Back

Continue



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## (B) User Registration – Company User

The screenshot shows the Companies Registry website with the 'User Registration' section. A modal window is open, displaying the following text:

To subscribe e-Filing Services for a limited company or business with business registration only, you have to be an individual director/company secretary/authorised representative of the limited company or a person authorised by the business, and have already registered an individual account for e-Filing Services.

Please login with your user account for verification :

Input field for User ID: EREG426153

Input field for Password: [Masked]

Or login with iAM Smart / Login by Digital Certificate

**Login** (button circled in red)

The background form shows 'Step 1 - Input Account Details' with sections for 'Information must be provided', 'User Type', and 'Services to be Subscribed'.

### Step 3 – Input Account Details (Limited Company) (Cont'd)

(Log on by applicant for checking relationship with the company)

## (B) User Registration – Company User

**Step 1 – Input Account Details** ?

\* Information must be provided

\* User Type

Company incorporated/registered under Companies Ordinance of Hong Kong ▼ ⓘ

\* Services to be Subscribed

☒ e-Filing

☒ e-Search

☒ Principal Account ☐ Subsequent Account ⓘ

☐ Access to Withheld Information / Protected Information  
(only applicable to designated types of specified persons and the authorised representatives of the designated types of specified persons not being a natural person)

☐ Type(s) of Specified Persons ⓘ

Please select the appropriate type(s).

<input type="checkbox"/> A liquidator	<input type="checkbox"/> A trustee in bankruptcy
<input type="checkbox"/> A public officer or public body	<input type="checkbox"/> A scheduled person
<input type="checkbox"/> A solicitor	<input type="checkbox"/> A foreign lawyer
<input type="checkbox"/> A certified public accountant (practising)	<input type="checkbox"/> A financial institution (other than an authorized institution)
<input type="checkbox"/> An authorized institution	<input type="checkbox"/> A DNFBP
<input type="radio"/> An authorised representative of a specified person not being a natural person	

Individual User Applying [EREG428153](#)  
on behalf of  
Company/Entity

User Account ID and Password to be used

\* User ID [Check User ID validity](#)

TEAMARK ✓

\* Password

\*\*\*\*\*

\* Confirm Password

\*\*\*\*\*

### Step 3 – Input Account Details (Limited Company) (Cont'd) (Subscribe e-Search Services as well)

Cancel

Back


Continue



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COMPANIES REGISTRY



# (B) User Registration – Company User

**Companies Registry**  
The Government of the Hong Kong Special Administrative Region

Text Size | 繁體 | 簡體 | 圖示 | 02 Nov 2023, 12:26 (GMT+8)

HomeWhat's NewUseful InformationContact Us

User Registration

Home > User Registration

1Input Account Details

2Input User Particulars

3Provide Supporting Information

4Review Account Particulars

5Acknowledgement

**Step 2 – Input User Particulars (Company incorporated/registered under Companies Ordinance of Hong Kong (CR Company))**

To subscribe e-Filing Services for a company, please select the company where you are a director, company secretary, authorised representative, etc associated with the company.

Input either the Chinese/English Company Name or BRN of the Company to search

☐ Chinese/English Company Name

Chinese/English Company Name

☐ BRN

BRN

Search

List All Associated Companies

Input either the Chinese/English Company Name or BRN of the Company / Click "List All Associated Companies" to search

Option	Company Name	BRN	Date of Incorporation
<input type="radio"/>	HONGKONG BELIEVIN HOLDINGS GROUP LIMITED 香港御信投資控股有限公司	63155838	02-Apr-2014
<input type="radio"/>	Hong Kong Zhonglo Trading Co., Limited 香港忠誠貿易有限公司	74212287	07-Jul-2022
<input checked="" type="radio"/>	TEAMARK INDUSTRIES LIMITED 添茂實業有限公司	17846245	24-Aug-1993
<input type="radio"/>	Lax International Company Limited 羅斯國際有限公司	73665863	23-Dec-2021

< 1 >

## Step 4 – Input User Particulars

(System will verify relationship between logon user and the company for account registration with e-Filing Services subscribed)

Cancel

Back

Continue



公司註冊處  
COMPANIES REGISTRY



# (B) User Registration – Company User

## Step 2 – Input User Particulars (Company incorporated/registered under Companies Ordinance of Hong Kong (CR Company)) ?

### Step 4 – Input User Particulars (Cont'd)

User ID

TEAMARK

\* Information must be provided

BRN

17846245

English Company Name

TEAMARK INDUSTRIES LIMITED

Chinese Company Name

添茂實業有限公司

Address

新界屯門新平街屯門工業中心B座11樓4(Z)室

HONG KONG

*Information of selected limited company will be retrieved from CR's database to fill in related particulars.*

\* Email Address

sa002@icris3dsu.cr.hksarg

\* Confirm Email Address

sa002@icris3dsu.cr.hksarg

\* Hong Kong Contact Telephone No.

12345678

Fax No.

87654321

\* Language for Correspondence

English

\* Business Type

Others

Cancel

Back

Continue



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COMPANIES REGISTRY



## (B) User Registration – Company User

### Step 3 – Provide Supporting Information ?

#### \* Account Administrator

(This should be the person who holds the account ID and password and operates the account.)

WANG

(English Surname)

JUN

(English Other Name)

王俊

(Chinese Name)

#### Details of Identification

Provision of account administrator's identification information is voluntary. If the identification information is provided below, our system will prefill it as the required searcher's particulars when accessing the search service with this company/non-individual account. ①

☐ Hong Kong Identity Card No.

Hong Kong Identity Card...

☒ Other Identification Documents

Passport No.

Issuing Country/Region

CHINA

Issuing Authority

Issuing Authority

Identification/Passport Number

E3817528

☐ No thanks. Required searcher's identification information will be provided each time when accessing the search service with this account.

*Particulars required in this screen are the same as those currently required from the users before they are allowed to access the search services.*

Please select other identification document type

Passport No.

Identity card issued by a government authority outside Hong Kong

### Step 5 – Provide Identification Details

Cancel

Back

Continue



## (B) User Registration – Company User

### Step 4 – Review Account Particulars

#### User Account Information

Services to be Subscribed	e-Search, e-Filing
User ID	TEAMARK
User Type	Company incorporated/registered under Companies Ordinance of Hong Kong (CR Company)

#### User's Particulars

BRN	17848245
English Company Name	TEAMARK INDUSTRIES LIMITED
Chinese Company Name	添茂實業有限公司
Address	新界屯門新平街屯門工業中心B座B樓4(2)室
Country/Region	HONG KONG
Business Type	Others
Email Address	sa002@icris3dsu.cr.hkscrg
Hong Kong Contact Telephone No.	12345678
Fax No.	87654321
Language for Correspondence	English
Account Administrator	WANG (English Surname)
	JUN (English Other Name)
	王俊 (Chinese Name)
Identification Document	Passport
Issuing Country/Region	CHINA
Issuing Authority	- (if inapplicable)
Number	E38175281

### Step 6 – Review Account Particulars



## (B) User Registration – Company User

### Confirm T&Cs of Subscribed Services

#### Terms & Conditions for "e-Filing Services"

**Application**

1. The registered online user ("the Registered User") requests the Registrar of Companies ("the Registrar") and the Registrar upon receiving the Registered User's acceptance of the terms and conditions hereinafter set out, agrees to provide search services ("e-Search Services") of the Integrated Companies Registry Information System ("ICRIS") whereby the Registered User is able to obtain online access to the databases of public records of company information managed and updated by the Registrar.

**e-Search Services**

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:

- (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
- (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.

(b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

**Users' Obligations**

☒ I have read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for "e-Filing Services" set out above.

#### Terms & Conditions for "e-Search Services"

**Application**

1. The registered online user ("the Registered User") requests the Registrar of Companies ("the Registrar") and the Registrar upon receiving the Registered User's acceptance of the terms and conditions hereinafter set out, agrees to provide search services ("e-Search Services") of the Integrated Companies Registry Information System ("ICRIS") whereby the Registered User is able to obtain online access to the databases of public records of company information managed and updated by the Registrar.

**e-Search Services**

2. (a) e-Search Services will, subject to any restriction imposed by law or a court order, enable the Unregistered User to:

- (i) access online the company information kept by the Registrar in such form and to such extent as may be made available by the Registrar; and
- (ii) submit orders for and obtain copies and certified copies of documents or information contained in any record kept by the Registrar and in such form and to such extent as may be made available by the Registrar.

(b) Except for maintenance work, e-Search Services shall normally be provided on a twenty four-hour seven-day week basis.

**Users' Obligations**

☒ I have read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for "e-Search Services" set out above.

☒ I confirm the information given above is complete and correct.

### Step 6 – Review Account Particulars (Cont'd)



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## (B) User Registration – Company User

The screenshot shows the Companies Registry website with a modal window titled "Paying Registration Fee and Prepayment". The modal contains a table with the following data:

Description	Amount (HK\$)
Registration Fee for Principal Account of e-Search Services	500.00
Prepayment (You may pay to the Companies Registry a non-interest bearing prepayment which can be used to settle the fees for different e-services rendered to you afterwards.)	<input type="text" value="0"/>
Total Amount (HK\$)	500.00

Below the table, there are two buttons: "Cancel" and "Continue". The "Continue" button is highlighted with a red circle. In the background, the website shows the "Terms & Conditions for 'e-Search Services'" section, which includes a checkbox for "I have read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for 'e-Filing Services' set out above." and another checkbox for "I confirm the information given above is complete and correct."









# (B) User Registration – Company User

[Home](#)[What's New](#)[Useful Information](#)[Contact Us](#)

## Paying Registration Fee and Prepayment

Description	Amount (HK\$)
Registration Fee for Principal Account of e-Search Services	500.00
Prepayment	0.00
<b>Total Amount (HK\$)</b>	<b>500.00</b>

<b>Payment Advice No.:</b>	PSI000007716049F
<b>Order Type:</b>	Registration Fee for Principal Account of e-Search Services
<b>Amount (HK\$):</b>	500.00
<b>Payment method:</b>	<div><input type="radio"/>    <input type="radio"/>  <input type="radio"/>  <input type="radio"/> </div> <div><input checked="" type="radio"/> Cash /Cheque</div>

Please note that UnionPay Credit Card/PPS Shop&Buy Service will not be available for amount of payment over HK\$100,000.00

### Important Note

After selecting a payment method and clicking "Pay", you will be directed to the website of the relevant financial institution. When the payment process has been completed, a digital receipt will be displayed on screen for your records. Please DO NOT close the browser or switch to other pages of this website before the digital receipt is displayed, otherwise, the documents cannot be submitted successfully through the e-Services Portal.

## Step 7 – Payment (Cont'd)

[Cancel](#)[Continue](#)

公 司 註 冊 處  
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# (B) User Registration – Company User



Companies Registry  
The Government of the Hong Kong Special Administrative Region

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02 Nov 2023, 12:41 (GMT+8)

[Home](#)[What's New](#)[Useful Information](#)[Contact Us](#)

## User Registration

> User Registration



### Step 5 – Acknowledgement

Your request for registration as a user (User ID: TEAMARK) of the e-Services has been received on 02-Nov-2023.

An email for activating the user account and separate email for each approved service will be sent to your registered email sa002@icris3dsu.cr.hksarg. Please activate your user account within the period specified in the email.

An email containing the payment advice details will be sent to your registered email address: sa002@icris3dsu.cr.hksarg.

You may also download the payment advice by clicking the button below.

[Download](#)

If you encounter difficulty, please contact our 24-hour Help Desk Support Team:

Email: helpdesk@e-services.cr.gov.hk

Tel: (852) 8201 8273

Fax: (852) 8300 1004

## Step 8 – Acknowledgement

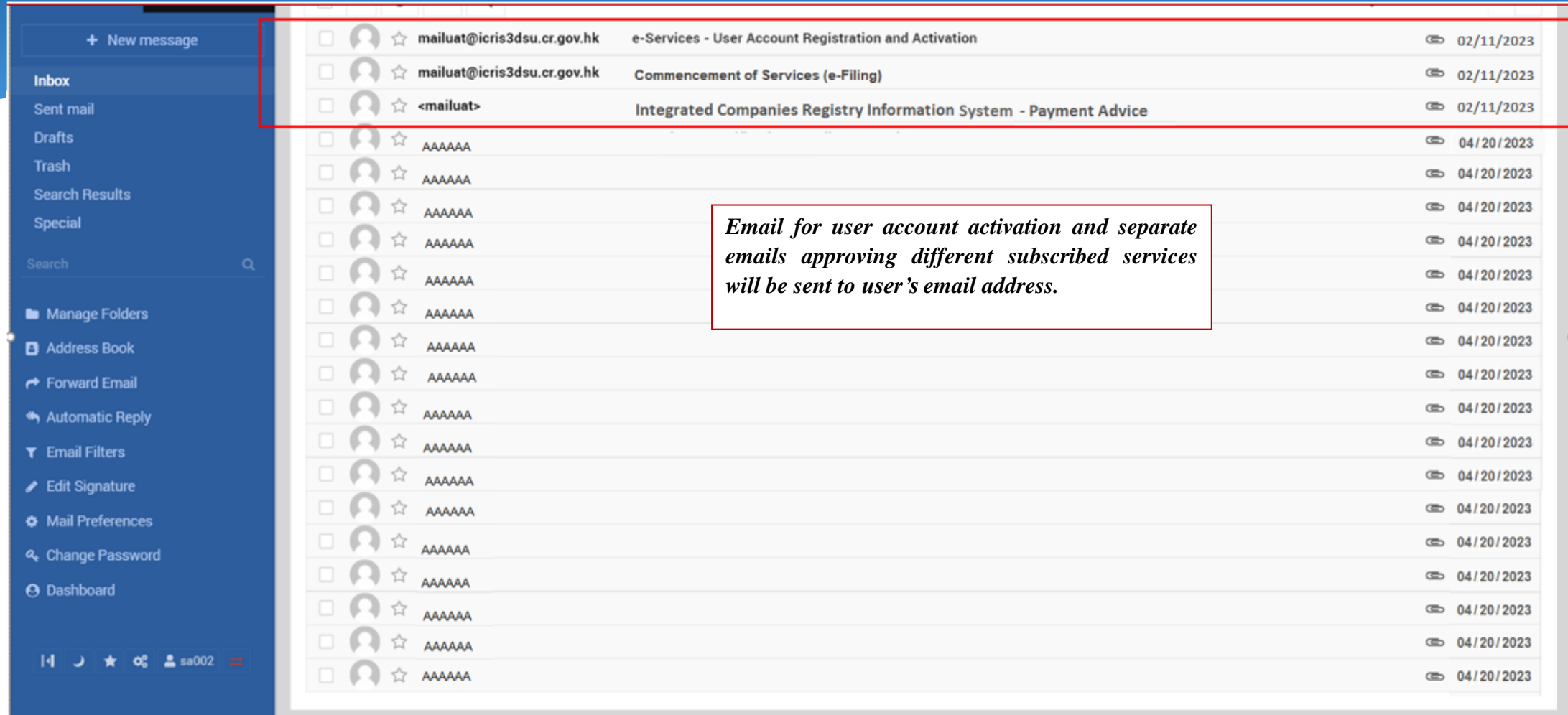
[Back to Home](#)



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### ***(B) User Registration – Company User***



## Step 8 – Acknowledgement (Cont'd)

# The Next Generation of Integrated Companies Registry Information System

Thank You



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