



公 司 註 冊 處
COMPANIES REGISTRY

香港金鐘道六十六號
金鐘道政府合署十五樓

覆函請註明本處檔號：

In reply please quote this Ref.: CR/HQ/1/50/15 (III)

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28 February 2005

COMPANIES REGISTRY EXTERNAL CIRCULAR NO. 4 / 2005

Implementation of Phase One of the Integrated Companies Registry Information System -- Issuing Certificates of Incorporation and Certificates of Change of Name

Companies Registry External Circular No. 3/99 issued on 17 December 1999 announced, inter alia, that the English company names in Certificates of Incorporation and Certificates of Change of Name (Certificates) issued by the Registrar of Companies (the Registrar) under the Companies Ordinance and generated by the computer system of the Companies Registry (CR) would be printed in upper case letterings with the electronic signature of a designated officer in the CR. In order to satisfy the genuine need of individual customers, the CR adopted the practice of issuing an additional certificate in both upper and lower case lettering at the customer's request and on payment of a fee of HK\$170.

2. With the implementation of the Integrated Companies Registry Information System (ICRIS) on 28 February 2005, English company names will be maintained in our database and printed on Certificates in both upper and lower case letterings. As a result, the practice of issuing an additional certificate at the customer's request will cease with effect from 28 February 2005. Companies Registry External Circular No. 3/99 is hereby cancelled.

3. To facilitate communication of Chinese information electronically and to enable the accurate processing of Chinese characters, ICRIS will adopt the ISO 10646 international coding standard. In this regard, a Chinese company name chosen by a company should contain traditional Chinese characters that can be found in the ISO 10646 international coding standard. Since the "New Sai Ming" font (新細明體) includes the most Chinese characters, the Chinese company names printed on the Certificates will be standardized to using the "New Sai Ming" font (新細明體).

4. For incorporation and change of name applications lodged on or after 28 February 2005, the new English company names appearing on the Certificates will be printed in the same format as the intended English company names appearing in the name clauses of the Memoranda of Association of the companies or in the Forms NC2 "Notification of Change of Company Name" of the companies. The Chinese company names will be printed on the Certificates in the "New Sai Ming" font (新細明體).

5. Any enquiries concerning this circular may be directed to Ms Rosanna CHEUNG, Assistant Registry Manager (New Companies) at telephone number (852) 2867 4790.

G W E JONES
Registrar of Companies

c.c. CR/HQ/1/110/43/3 (III)
CR/HQ/8/5/20/2