



公 司 註 冊 處
COMPANIES REGISTRY

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27 November 2017

Companies Registry External Circular No. 6 / 2017

“CR eFiling” Mobile Application – Facilitates the filing of Annual Return and More e-Forms

This circular announces the launch of five more e-forms, including Annual Return (Form NAR1), for electronic submission by using the “CR eFiling” Mobile Application of the Companies Registry (“the Registry”).



“CR eFiling” Mobile Application

2. With effect from 27 November 2017, registered users of e-Registry (“Users”) may submit the following e-forms using “CR eFiling”:

<u>Form No.</u>	<u>Name of Form</u>
NAR1	Annual Return
ND5	Notice of Change of Reserve Director (Nomination / Cessation)
ND7	Notice of Change in Particulars of Reserve Director
ND8	Notice of Resignation of Reserve Director
NSC1	Return of Allotment

3. With the launch of five more new e-forms, “CR eFiling” has now covered 13 commonly filed forms ranging from applications for company incorporation, forms for reporting changes of particulars of companies to annual returns. A list of the 13 e-forms that can be submitted using “CR eFiling” is set out in **Annex 1**.

4. “CR eFiling” is a free mobile application developed by the Registry which supports smartphones and tablets with iOS 10.0 to 11.0 and Android 5.0 or above. The salient features of “CR eFiling” are set out in **Annex 2**.

5. You can download the mobile application free of charge from App Store or Google Play by clicking the links or scanning the QR codes below. If you have already downloaded “CR eFiling” before, please update the version to enjoy the enhanced mobile submission service.

iOS version :

<https://itunes.apple.com/hk/app/id1180899953&l=en>



Android version :

<https://play.google.com/store/apps/details?id=hk.gov.eregistry.eform&hl=en>



6. Further information on “CR eFiling”, including frequently-asked-questions and information pamphlet, is available in the “Electronic Services – CR eFiling Mobile Application” section of the Registry’s website at www.cr.gov.hk.

Enquiries

7. For enquiries relating to “CR eFiling”, our Help Desk Support Service Team stands ready to provide assistance round the clock. The Help Desk Team can be contacted at (852) 8201 8273 or via email at crhelpdesk@icris.cr.gov.hk.

8. Enquiries concerning this circular can be directed to Ms Veronica CHEUNG, Assistant Registry Manager (Development), at (852) 2867 2618 or veronicacheung@cr.gov.hk.

Ms Ada LL CHUNG
Registrar of Companies

“CR eFiling” – List of e-Forms

Incorporation of Local Companies

<u>Form No.</u>	<u>Name of Form</u>
NNC1	Incorporation Form (Company Limited by Shares)
NNC1G	Incorporation Form (Company Not Limited by Shares)
NNC3	Consent to Act as First Director

Annual Return

<u>Form No.</u>	<u>Name of Form</u>
NAR1	Annual Return New

Reporting Changes of Company Particulars

<u>Form No.</u>	<u>Name of Form</u>
NNC2	Notice of Change of Company Name
NR1	Notice of Change of Address of Registered Office
ND2A	Notice of Change of Company Secretary and Director (Appointment / Cessation)
ND2B	Notice of Change in Particulars of Company Secretary and Director
ND4	Notice of Resignation of Company Secretary and Director
ND5	Notice of Change of Reserve Director (Nomination / Cessation) New
ND7	Notice of Change in Particulars of Reserve Director New
ND8	Notice of Resignation of Reserve Director New
NSC1	Return of Allotment New

New New forms launched on 27 November 2017



Salient features of “CR eFiling”

- (a) Users can login “CR eFiling” using the same user ID and password which they use at the e-Registry;
- (b) There is a simple wizard to provide guidance on how to generate and complete e-forms;
- (c) E-forms can be generated and submitted online;
- (d) The service allows offline retrieval, editing and submission of e-forms saved on mobile devices;
- (e) Individual Users can sign the e-forms by using the User ID and password or a digital certificate which has been registered in their user accounts and saved as PKCS#12 file in the mobile device;
- (f) Users may make payments through their deposit accounts at the e-Registry or by VISA or Master Card; and
- (g) Functions on “User Account Maintenance” and “Deposit Services” are available.

