

## User Registration at the e-Registry



Miss Nancy YAU  
Assistant Registry Manager  
(Systems Administration)

## User Registration

Individual User Account

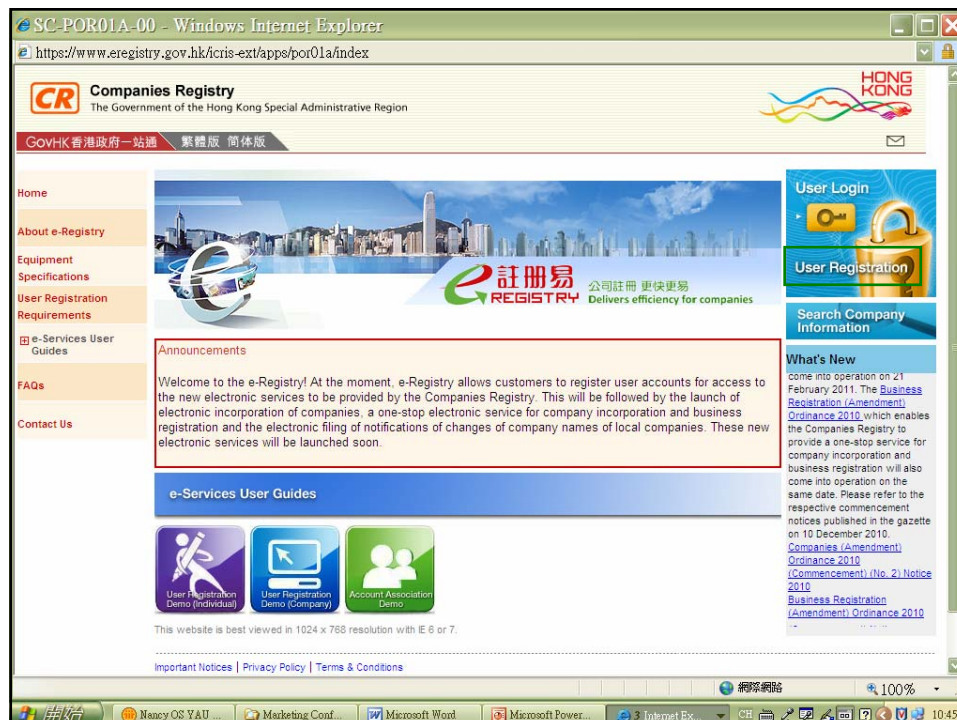
Company User Account (Company  
registered with the Companies  
Registry)

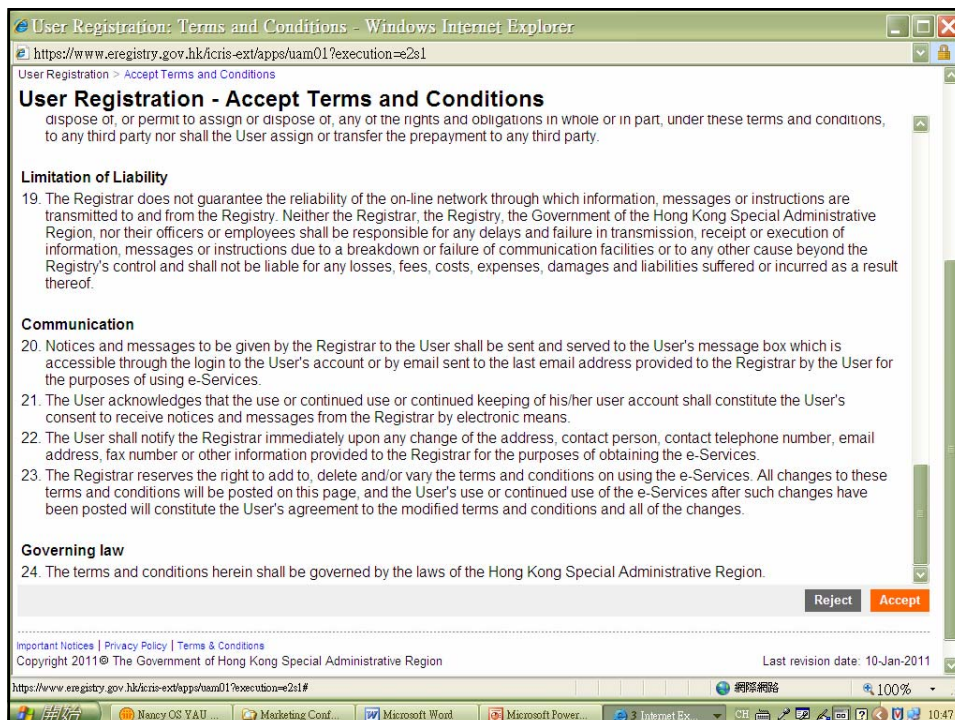
Company User Account (Business  
registered with the Inland Revenue  
Department)



# User Registration

## Individual User Account







User Registration: Entrance Screen - Windows Internet Explorer

https://crsnaatapp.cr.gov.hk/crs-ext/apps/uam01?execution=1s2

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憑證錯誤

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User Registration > Accept Terms and Conditions > Step 1

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

**Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type.** (About 2 mins.)

**Step 2: Fill in User's particulars and Attach proof of identity** (About 15 mins.)

- Individual user - Hong Kong Identity Card No. is required. If you do not have a Hong Kong Identity Card, please provide your Overseas Passport No.; if both are not available, you may provide the People's Republic of China Identity Card No. or Macau Identity Card No. if you are a resident of the People's Republic of China or Macau. Attach your [electronic certificate](#) for verification. If you do not have an electronic certificate, attach a [certified true copy](#) of the identification document or submit the original document to [Companies Registry](#) in person for verification. [View Personal Information Collection Statement](#).
- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)

**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 1**

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO1111

Password\*

Confirm Password\*

Password Hint Question\* Please select

Password Hint Answer\*

User Type\* Individual

User ID requirements:

- Minimum 8 characters.
- Maximum 12 characters.
- Alphabets or Numbers or Both.
- Space not allowed.
- Symbols not allowed.

Cancel Back Continue

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User Registration: Entrance Screen - Windows Internet Explorer

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憑證錯誤

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**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 1**

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO1111

Password\*

Confirm Password\*

Password Hint Question\* Please select

Password Hint Answer\*

User Type\* Individual

Password requirements:

- Minimum 8 characters.
- Maximum 16 characters.
- Alphanumeric.
- Case sensitive.
- Space not allowed.
- Symbols not allowed.
- Cannot be the same as User ID.

Cancel Back Continue

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User Registration: Entrance Screen - Windows Internet Explorer

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User Registration > Accept Terms and Conditions > Step 1

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**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)

**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 1**

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO1111

Password\* .....

Confirm Password\* .....

Password Hint Question\* What is your favourite food?

Password Hint Answer\* apple

User Type\* Individual

Hint Question & Answer are used to verify your identity and reset password when you forget your password.

Cancel Back Continue

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User Registration: Entrance Screen - Windows Internet Explorer

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- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)

**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 1**

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO1111

Password\* .....

Confirm Password\* .....

Password Hint Question\* What is your favourite food?

Password Hint Answer\* apple

User Type\* Individual

Hint Answer requirements:

- Maximum 30 characters.
- Alphabets or Numbers or Both.
- Case sensitive.
- Space not allowed.
- Symbols not allowed.

Important Notices | Privacy Policy | Terms & Conditions

繼續

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**User Registration: Entrance Screen - Windows Internet Explorer**

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User Registration > Accept Terms and Conditions > **Step 1**

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)  
Please read the following carefully and prepare the necessary information before starting the user registration process:  
**Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type.** (About 2 mins.)  
**Step 2: Fill in User's particulars and Attach proof of identity** (About 15 mins.)

- Individual user - Hong Kong Identity Card No. is required. If you do not have a Hong Kong Identity Card, please provide your Overseas Passport No.; if both are not available, you may provide the People's Republic of China Identity Card No. or Macau Identity Card No. If you are a resident of the People's Republic of China or Macau, attach your [electronic certificate](#) for verification. If you do not have an electronic certificate, attach a [certified true copy](#) of the identification document or submit the original document to [Companies Registry](#) in person for verification. [View Personal Information Collection Statement](#).
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- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)  
**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 1**  
Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO1111  
Password\* \*\*\*\*\*  
Confirm Password\* \*\*\*\*\*  
Password Hint Question\* What is your favourite food? [v]  
Password Hint Answer\* apple  
User Type\* Individual [v]

Cancel Back Continue

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**User Registration: Personal Particulars - Windows Internet Explorer**

https://crsnaapp.cr.gov.hk/crs-ext/apps/uam01?execution=1s3

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User Registration > Accept Terms and Conditions > Step 1 > **Step 2**

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)  
Please read the following carefully and prepare the necessary information before starting the user registration process:  
**Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type.** (About 2 mins.)  
**Step 2: Fill in User's particulars and Attach proof of identity** (About 15 mins.)

- Hong Kong Identity Card No. is required. If you do not have a Hong Kong Identity Card, please provide your Overseas Passport No.; if both are not available, you may provide the People's Republic of China Identity Card No. or Macau Identity Card No. If you are a resident of the People's Republic of China or Macau, attach your [electronic certificate](#) for verification. If you do not have an electronic certificate, attach a [certified true copy](#) of the identification document or submit the original document to [Companies Registry](#) in person for verification. [View Personal Information Collection Statement](#).

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)  
**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 2**  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID DEMO1111  
Registered Name\* CHAN English Surname  
TAI MAN English Other Names  
陳大文 Chinese Name

Identification Document and Number\*  
☒ Hong Kong Identity Card No. A 234567 1  
☐ People's Republic of China Identity Card No.  
☐ Macau Identity Card No.  
☐ Overseas Passport No.  
 Passport Issuing Country

The identification no. entered has to be the same as that in your identification document provided.  
Please do not input space or symbol.

完成

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**User Registration: Personal Particulars - Windows Internet Explorer**

https://icrsnatapp.cr.gov.hk/icrs-ext/apps/iam01?execution=e1s3

Step 2  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO1111

Registered Name\*: CHAN English Surname  
TAI MAN English Other Names  
陳太文 Chinese Name

Identification Document and Number\*:  
☒ Hong Kong Identity Card No. A 234567 1  
☐ People's Republic of China Identity Card No.  
☐ Macau Identity Card No.  
☐ Overseas Passport No.  
 Passport Issuing Country: [Dropdown]

Address (Line 1)\*: FLAT A, 1/F, BLOCK 8,  
 Address (Line 2): HAPPY GARDEN  
 Address (Line 3): QUEENSWAY  
 Country/Region\*: HONG KONG  
 District (for Hong Kong only)\*: HONG KONG ISLAND [Dropdown]

Email Address\*: nancyau@cr.gov.hk  
 Confirm Email Address\*: nancyau@cr.gov.hk  
 Contact Telephone No. \*: [Field]  
 Fax No.: [Field]  
 Language for Correspondence\*: Please select [Dropdown]

Please select the way of identity proof \*:  
☒ Attach Electronic Certificate **Attach Electronic Certificate**  
☐ Attach Certified True Copy of Identification Document  
☐ Submit Identification Document to Companies Registry in person

Cancel Back Continue

All e-Registry's correspondences will be sent to this registered Email Address.

完成

**User Registration: Personal Particulars - Windows Internet Explorer**

https://icrsnatapp.cr.gov.hk/icrs-ext/apps/iam01?execution=e1s3

Step 2  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO1111

Registered Name\*: CHAN English Surname  
TAI MAN English Other Names  
陳太文 Chinese Name

Identification Document and Number\*:  
☒ Hong Kong Identity Card No. A 234567 1  
☐ People's Republic of China Identity Card No.  
☐ Macau Identity Card No.  
☐ Overseas Passport No.  
 Passport Issuing Country: [Dropdown]

Address (Line 1)\*: FLAT A, 1/F, BLOCK 8,  
 Address (Line 2): HAPPY GARDEN  
 Address (Line 3): QUEENSWAY  
 Country/Region\*: HONG KONG  
 District (for Hong Kong only)\*: HONG KONG ISLAND [Dropdown]

Email Address\*: nancyau@cr.gov.hk  
 Confirm Email Address\*: nancyau@cr.gov.hk  
 Contact Telephone No. \*: 12345678  
 Fax No.: [Field]  
 Language for Correspondence\*: ENGLISH [Dropdown]

Please select the way of identity proof \*:  
☐ Attach Electronic Certificate  
☒ **Attach Certified True Copy of Identification Document**  
☐ Submit Identification Document to Companies Registry in person

Cancel Back Continue

https://icrsnatapp.cr.gov.hk/icrs-ext/apps/iam01?execution=e1s3#

The following Electronic Certificates are accepted:

- Hongkong Post e-Cert (Personal) certificate
- Personal ID-Cert from Digi-Sign Certification Services Limited



The copy of Identification Document should be certified by -

- a notary public practising in Hong Kong;
- a solicitor practising in Hong Kong;
- a certified public accountant (practising) within the meaning of section 2 of the Professional Accountants Ordinance (Chapter 50 of the Laws of Hong Kong)
- an officer of the court in Hong Kong who is authorized by law to certify documents for any judicial or other legal purpose;
- a professional company secretary practising in Hong Kong; or
- a consular officer of his/her home country (in the case of a non-Hong Kong resident)





**User Registration: Personal Particulars** - Windows Internet Explorer

https://crsustatapp.cr.gov.hk/ics-ext/apps/uam01?execution=e1s3

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**Step 2**  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO1111

Registered Name\*: CHAN English Surname  
TAI MAN English Other Names  
陳太文 Chinese Name

Identification Document and Number\*:  
☒ Hong Kong Identity Card No. A 234567 1  
☐ People's Republic of China Identity Card No.  
☐ Macau Identity Card No.  
☐ Overseas Passport No.  
 Passport Issuing Country: [Dropdown]  
 Address (Line 1)\*: FLAT A, 1/F, BLOCK 8,  
 Address (Line 2): HAPPY GARDEN  
 Address (Line 3): QUEENSWAY  
 Country/Region\*: HONG KONG  
 District (for Hong Kong only)\*: HONG KONG ISLAND [Dropdown]  
 Email Address\*: nancyau@cr.gov.hk  
 Confirm Email Address\*: nancyau@cr.gov.hk  
 Contact Telephone No. \*: 12345678  
 Fax No.:  
 Language for Correspondence\*: ENGLISH [Dropdown]

Please select the way of identity proof \*:  
☐ Attach Electronic Certificate  
☒ Attach Certified True Copy of Identification Document **Attach certified true copy of identification Document**  
☐ Submit Identification Document to Companies Registry in person

Cancel Back Continue

https://crsustatapp.cr.gov.hk/ics-ext/apps/uam01?execution=e1s3#

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**SC-UAM14A-01** - Windows Internet Explorer

https://crsustatapp.cr.gov.hk/ics-ext/apps/uam14a/showUploadDoc?userName=DEMO1111&return2FlowUrl=%2Ficis-ext%2Fapps%2F... 憑證錯誤

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

HONG KONG

System Time: 01-Jan-2011 22:57 GMT +0800

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User Registration > Accept Terms and Conditions > Step 1 > Step 2

**Attach Identification Document**

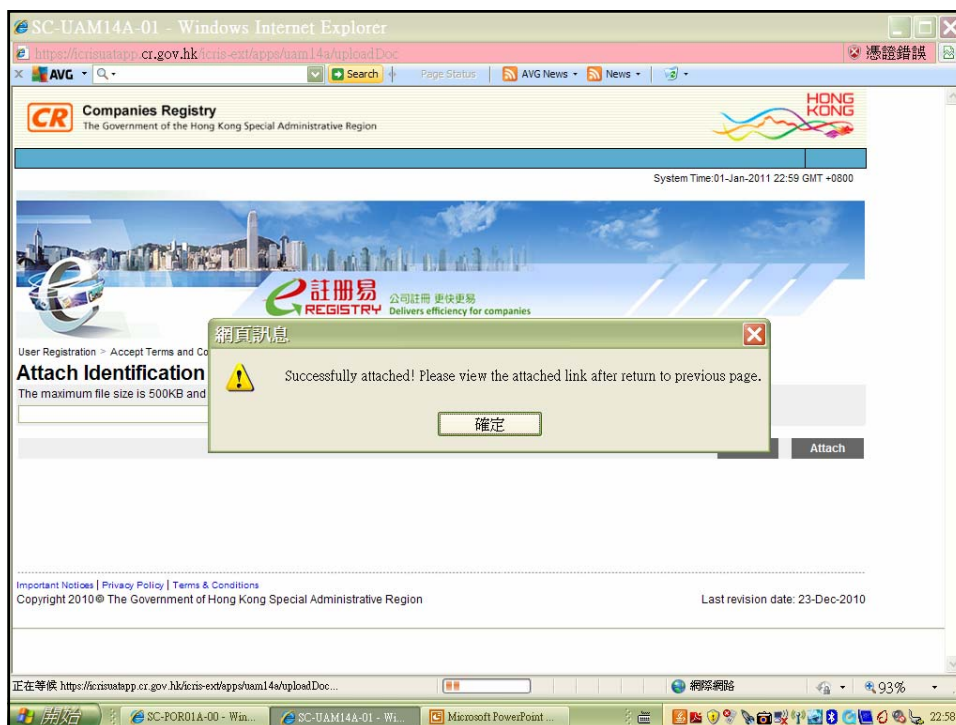
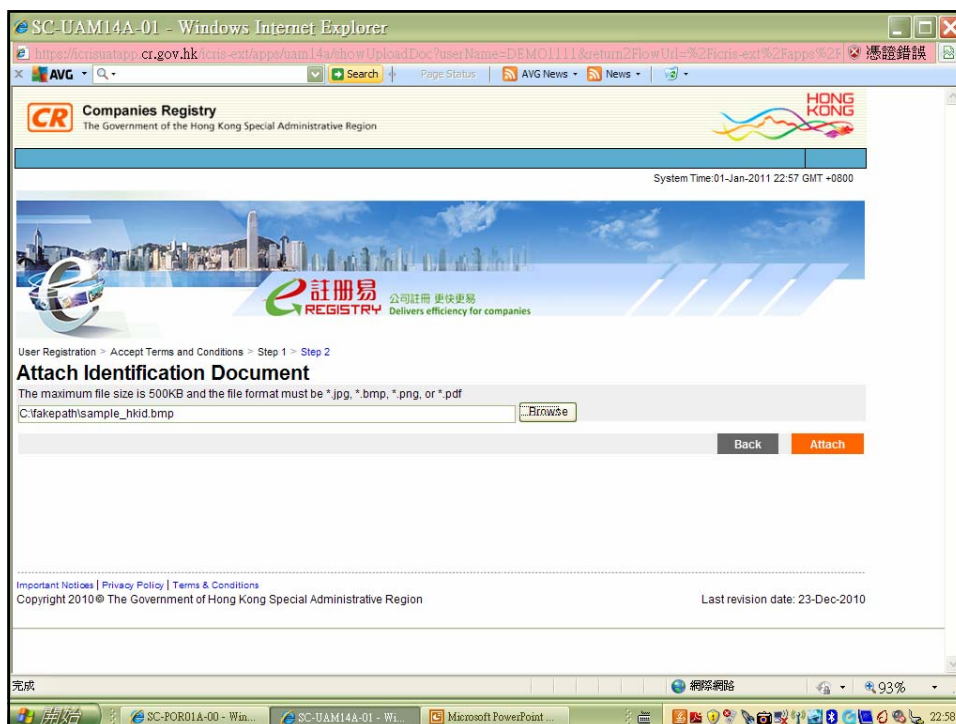
The maximum file size is 500KB and the file format must be \*.jpg, \*.bmp, \*.png, or \*.pdf

[Browse]

Back Attach

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**User Registration: Personal Particulars - Windows Internet Explorer**

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e1s5

Step 2  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO1111

Registered Name\*: CHAN English Surname  
TAI MAN English Other Names  
陳大文 Chinese Name

Identification Document and Number\*:  
☒ Hong Kong Identity Card No. A 234567 1  
☐ People's Republic of China Identity Card No.  
☐ Macau Identity Card No.  
☐ Overseas Passport No.  
 Passport Issuing Country: [Dropdown]

Address (Line 1)\*: FLAT A, 1/F, BLOCK 8,  
 Address (Line 2): HAPPY GARDEN  
 Address (Line 3): QUEENSWAY  
 Country/Region\*: HONG KONG  
 District (for Hong Kong only)\*: HONG KONG ISLAND  
 Email Address\*: nancyau@cr.gov.hk  
 Confirm Email Address\*: nancyau@cr.gov.hk  
 Contact Telephone No.\*: 12345678  
 Fax No.:  
 Language for Correspondence\*: ENGLISH

Please select the way of identity proof \*  
☐ Attach Electronic Certificate  
☒ Attach Certified True Copy of Identification Document  
☐ Submit Identification Document to Companies Registry in person

Attach certified true copy of identification Document: DEMO1111.bmp

Cancel Back Continue

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e1s5#

**User Registration: View Personal Particulars - Windows Internet Explorer**

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e1s6

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User Registration > Accept Terms and Conditions > Step 1 > Step 2 > Step 3

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Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

**Step 3**  
Review User's particulars and Submit the request for user registration. Click "Back" to amend the particulars.

User ID: DEMO1111  
 User Type: Individual  
 English Surname: CHAN  
 English Other Names: TAI MAN  
 Chinese Name: 陳大文  
 Identification Document: Hong Kong Identity Card  
 DEMO1111.bmp  
 Identification No.: A234567(1)  
 Address (Line 1): FLAT A, 1/F, BLOCK 8,  
 Address (Line 2): HAPPY GARDEN  
 Address (Line 3): QUEENSWAY  
 Country/Region: HONG KONG  
 District (for Hong Kong only): HONG KONG ISLAND  
 Email Address: nancyau@cr.gov.hk  
 Contact Telephone No.: 12345678  
 Fax No.:  
 Language for Correspondence: ENGLISH

Change way of identity proof Cancel Back Submit

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e1s6#



User Registration: View Personal Particulars - Windows Internet Explorer

https://crsnetapp.cr.gov.hk/ics-ext/apps/iam01?execution=e1s6

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**Step 3:** Review User's particulars and Submit the request for user registration. (About 2 mins.)

**Step 4:** Save or Print the acknowledgement of request for user registration. (About 1 min.)

**Step 3**

Review User's particulars and Submit the request for user registration. Click "Back" to amend the particulars.

User ID	DEMO1111
User Type	Individual
English Surname	CHAN
English Other Names	TAI MAN
Chinese Name	陳太文
Identification Document	Hong Kong Identity Card <a href="#">DEMO1111.bmp</a>
Identification No.	A234567(1)
Address (Line 1)	FLAT A, 1/F, BLOCK 8,
Address (Line 2)	HAPPY GARDEN
Address (Line 3)	QUEENSWAY
Country/Region	HONG KONG
District (for Hong Kong only)	HONG KONG ISLAND
Email Address	nancyau@cr.gov.hk
Contact Telephone No.	12345678
Fax No.	-
Language for Correspondence	ENGLISH

Change way of identity proof Cancel Back Submit

https://crsnetapp.cr.gov.hk/ics-ext/apps/iam01?execution=e1s6#

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User Registration: Personal Particulars - Windows Internet Explorer

https://crsnetapp.cr.gov.hk/ics-ext/apps/iam01?execution=e1s13

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REGISTRY Delivers efficiency for companies

Fill in User's particulars and attach proof of identity. Items marked with \* are mandatory.

**Errors(s):**

- The same Identity No. has already been registered at the e-Registry!

User ID	DEMO1111
Registered Name*	CHAN English Surname TAI MAN English Other Names 陳太文 Chinese Name
Identification Document and Number*	<input checked="" type="radio"/> Hong Kong Identity Card No. A 234568 1 <input type="radio"/> People's Republic of China Identity Card No. <input type="radio"/> Macau Identity Card No. <input type="radio"/> Overseas Passport No. Passport Issuing Country
Address (Line 1)*	FLAT A, 1/F, BLOCK 8,
Address (Line 2)	HAPPY GARDEN
Address (Line 3)	QUEENSWAY
Country/Region*	HONG KONG
District (for Hong Kong only)*	HONG KONG ISLAND
Email Address*	nancyau@cr.gov.hk
Confirm Email Address*	nancyau@cr.gov.hk
Contact Telephone No.*	12345678
Fax No.	
Language for Correspondence*	ENGLISH

Please select the way of Identity proof \*

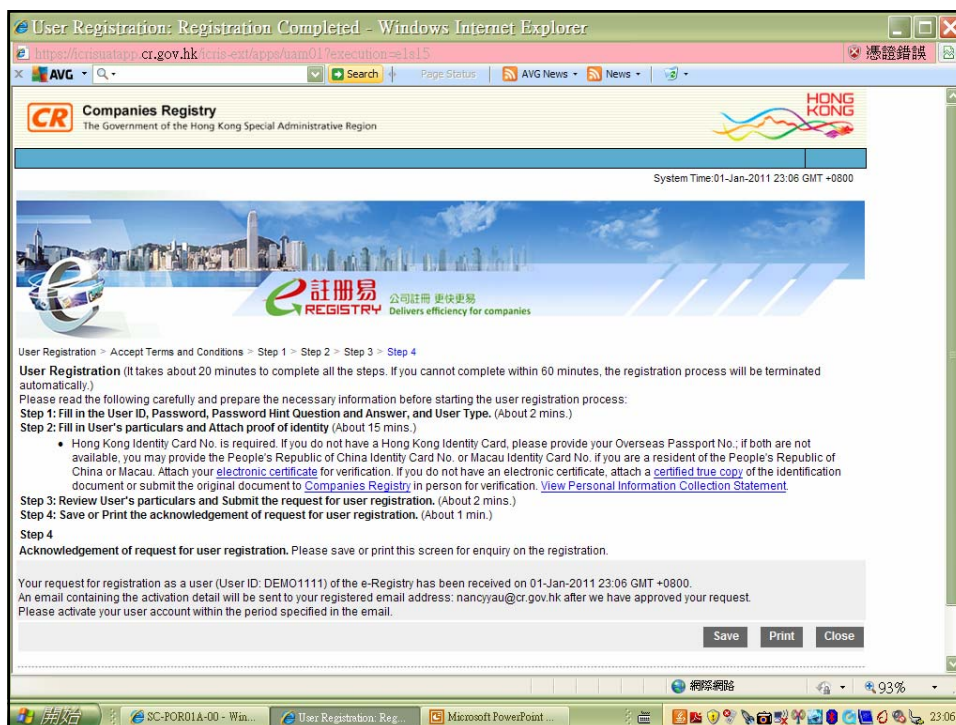
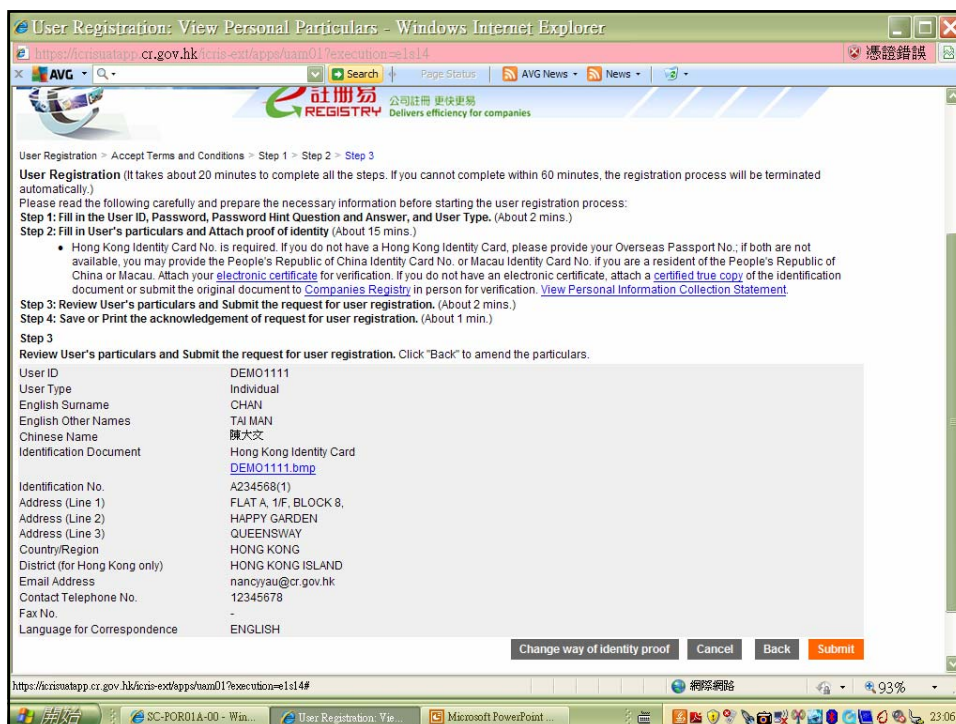
☐ Attach Electronic Certificate  
☐ Attach Certified True Copy of Identification Document  
☐ Submit Identification Document to Companies Registry in person

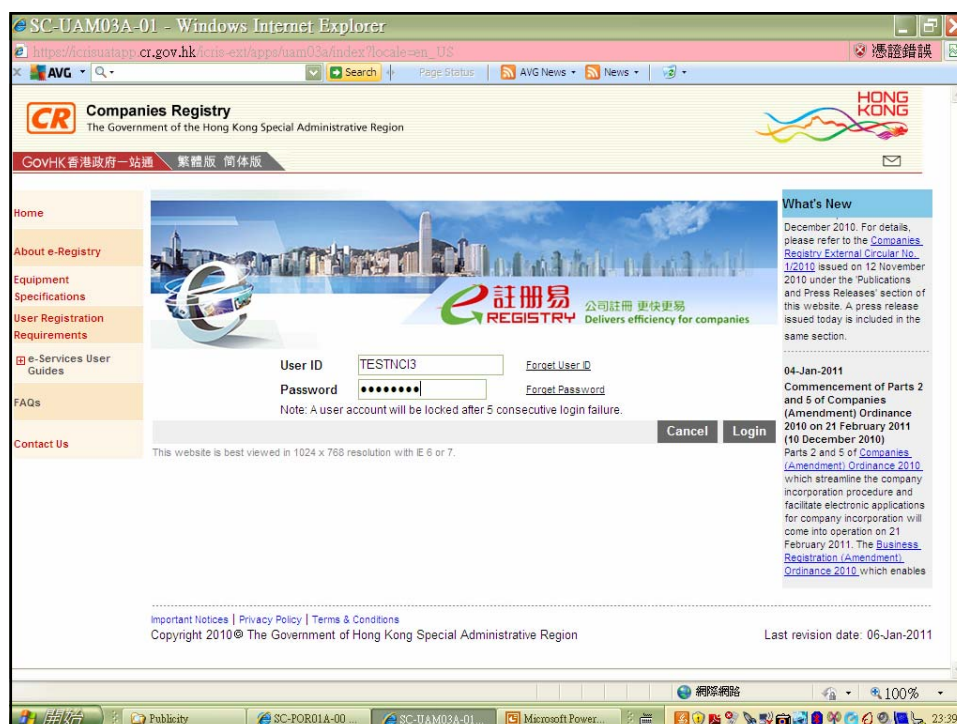
Attach certified true copy of Identification Document [DEMO1111.bmp](#)

Cancel Back Continue

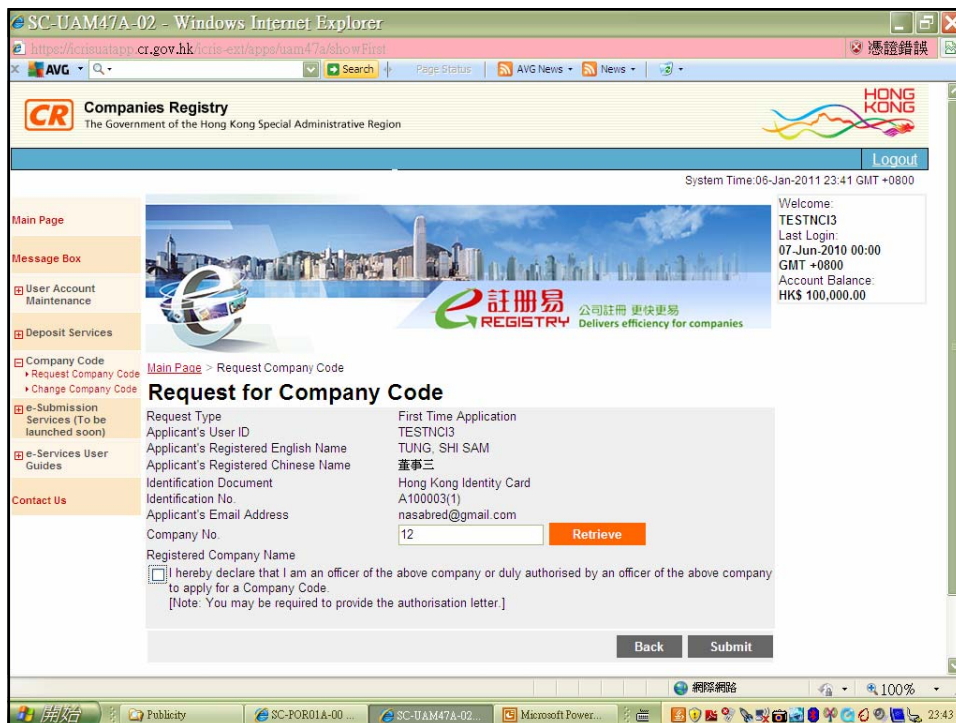
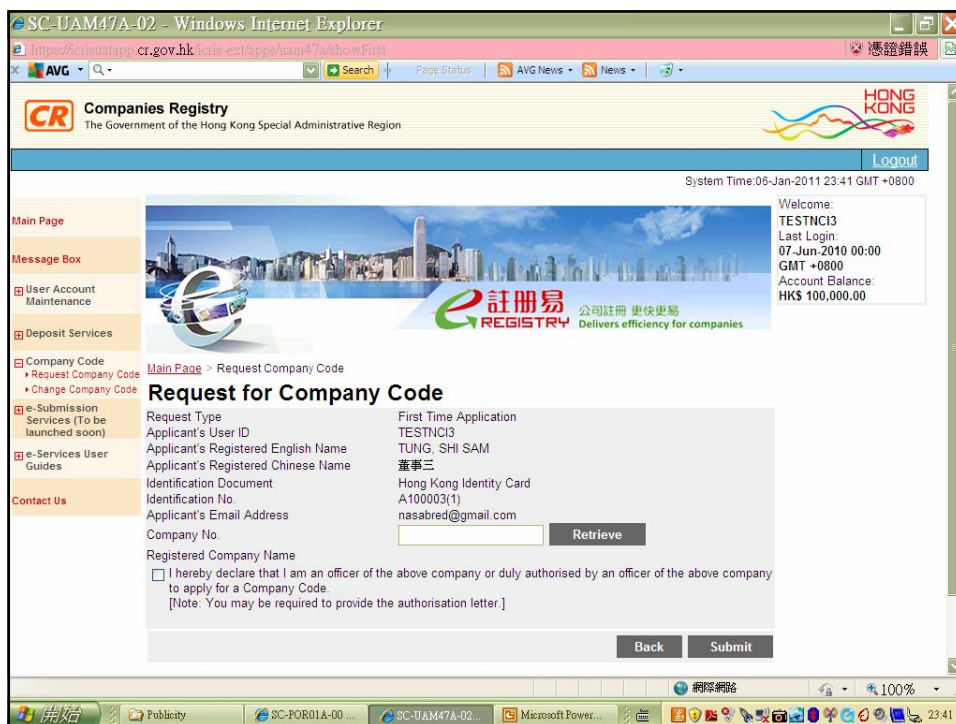
完成

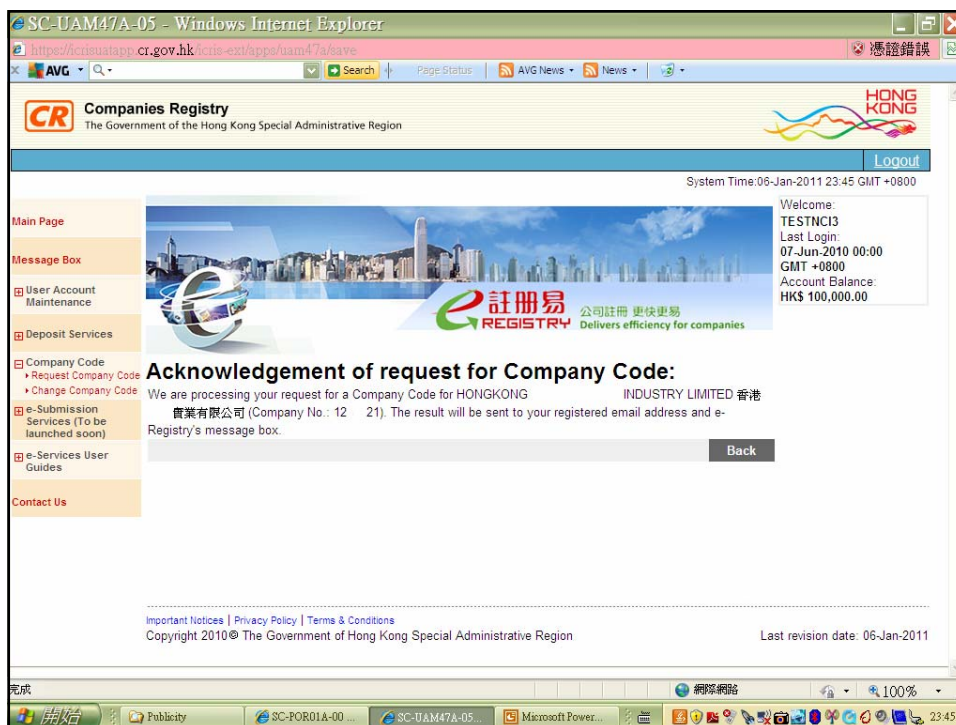
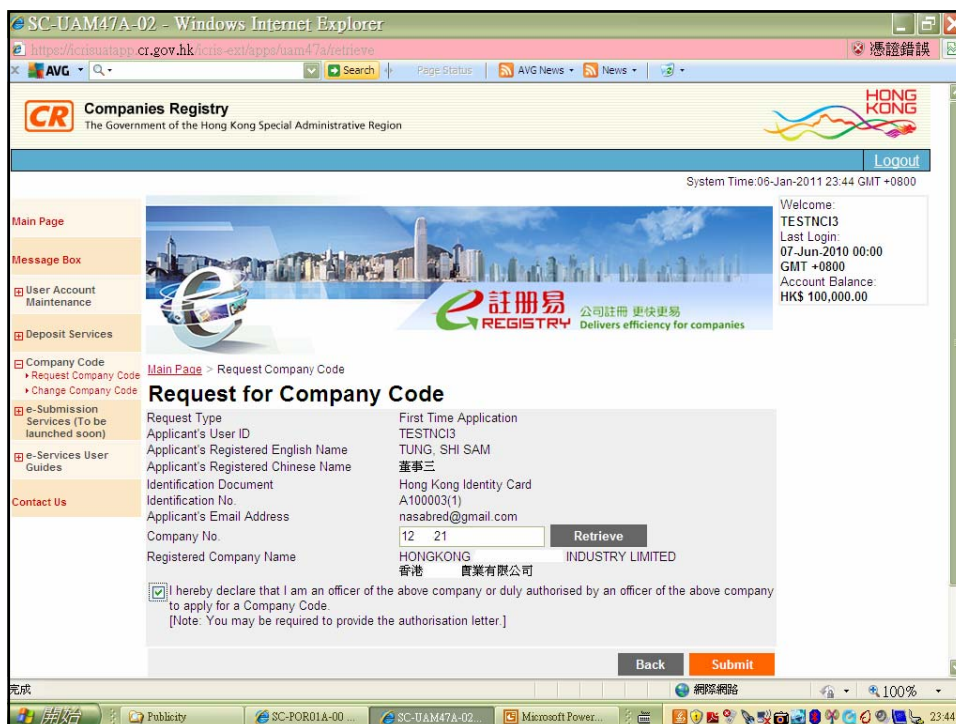
開始 SC-POR01A-00 - Win... User Registration, Pen... Microsoft PowerPoint











User Registration: Entrance Screen - Windows Internet Explorer

https://crsnetapp.cr.gov.hk/cris-ext/apps/ham01?execution=e3e2

AVG Search Page Status AVG News News 3

註冊易  
REGISTRY 公司註冊 更快更易  
Delivers efficiency for companies

User Registration > Accept Terms and Conditions > Step 1

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type. (About 2 mins.)

Step 2: Fill in User's particulars and Attach proof of identity (About 15 mins.)

- Individual user - Hong Kong Identity Card No. is required. If you do not have a Hong Kong Identity Card, please provide your Overseas Passport No.; if both are not available, you may provide the People's Republic of China Identity Card No. or Macau Identity Card No. if you are a resident of the People's Republic of China or Macau. Attach your [electronic certificate](#) for verification. If you do not have an electronic certificate, attach a [certified true copy](#) of the identification document or submit the original document to [Companies Registry](#) in person for verification. [View Personal Information Collection Statement](#).
- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

Step 1

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO2222

Password\* .....

Confirm Password\* .....

Password Hint Question\* What is your favourite food? [v]

Password Hint Answer\* apple

User Type\* Company [v]

Cancel Back Continue

完成

開始 SC-POR01A-00 - Win... User Registration: Entr... Microsoft PowerPoint

User Registration: Company Particulars - Windows Internet Explorer

https://crsnetapp.cr.gov.hk/cris-ext/apps/ham01?execution=e3e3

AVG Search Page Status AVG News News 3

註冊易  
REGISTRY 公司註冊 更快更易  
Delivers efficiency for companies

User Registration > Accept Terms and Conditions > Step 1 > Step 2

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type. (About 2 mins.)

Step 2: Fill in User's particulars and Attach proof of identity (About 15 mins.)

- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

Step 2

Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID DEMO2222

Please select

☒ Company registered with the Companies Registry

☐ Company registered with the Business Registration Office only

Please input the Company No. and Company Code:

Company No.\* 12 1

Company Code\* 150351407702551 Retrieve

Back

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https://crsnetapp.cr.gov.hk/cris-ext/apps/ham01?execution=e3e3#

開始 SC-POR01A-00 - Win... User Registration: Co... Microsoft PowerPoint

Please input the Company No. as shown on the Certificate of Incorporation or Certificate of Registration of Non-Hong Kong Company issued by the Companies Registry.

Company already dissolved or ceased to have a place of business in Hong Kong (for non-Hong Kong company) is not eligible for registration.



User Registration: Company Particulars - Windows Internet Explorer

https://crsustatapp.cr.gov.hk/cris-ext/apps/uam01?execution=e3c3

User ID of the **authorised person** are required. Attach a copy of the valid Business Registration Certificate.

Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

Step 2

Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID DEMO2222

Please select

☒ Company registered with the Companies Registry

☐ Company registered with the Business Registration Office only

Company No.\* 12

Company Code\* 150351407702551

Registered Company Name\* BEIJING INTL GROUP TR

Address (Line 1)\* RM COMMERCIAL BUILDING

Address (Line 2) DES VOEUX ROAD

Address (Line 3)

Region\* HONG KONG

District (for Hong Kong only) Not Applicable

Email Address\*

Confirm Email Address\*

Name of Contact Person\*

Contact Telephone No.\*

Fax No.

Language for Correspondence\* Please select

Business Type\* Please select

Cancel Back Continue

完成

SC-POR01A-00 - Win... User Registration: Co... Microsoft PowerPoint

23:15

User Registration: Company Particulars - Windows Internet Explorer

https://crsustatapp.cr.gov.hk/cris-ext/apps/uam01?execution=e3c3#

User ID of the **authorised person** are required. Attach a copy of the valid Business Registration Certificate.

Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

Step 2

Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID DEMO2222

Please select

☒ Company registered with the Companies Registry

☐ Company registered with the Business Registration Office only

Company No.\* 12

Company Code\* 150351407702551

Registered Company Name\* BEIJING INTL GROUP TR

Address (Line 1)\* RM COMMERCIAL BUILDING

Address (Line 2) DES VOEUX ROAD

Address (Line 3)

Region\* HONG KONG

District (for Hong Kong only) Not Applicable

Email Address\* nancyyau@cr.gov.hk

Confirm Email Address\* nancyyau@cr.gov.hk

Name of Contact Person\* MISS NANCY YAU

Contact Telephone No.\* 12345678

Fax No. 87654321

Language for Correspondence\* ENGLISH

Business Type\* Real Estate Agent / Developer

Cancel Back Continue

https://crsustatapp.cr.gov.hk/cris-ext/apps/uam01?execution=e3c3#

SC-POR01A-00 - Win... User Registration: Co... Microsoft PowerPoint

23:17

User Registration: View Company Particulars - Windows Internet Explorer

https://crsnaatapp.cr.gov.hk/ics-ext/apps/uam01?execution=e3e4

AVG Search Page Status AVG News News 3

註冊易 REGISTRY 公司註冊 更快更易 Delivers efficiency for companies

User Registration > Accept Terms and Conditions > Step 1 > Step 2 > Step 3

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

**Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type.** (About 2 mins.)

**Step 2: Fill in User's particulars and Attach proof of identity** (About 15 mins.)

- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)

**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 3**

**Review User's particulars and Submit the request for user registration.** Click "Back" to amend the particulars.

User ID	DEMO2222
User Type	Company
Registered Company Name	BEIJING 貿易有限公司 INTL GROUP TRADING LIMITED
Company No.	12 1
Address (Line 1)	RM /F COMMERCIAL BUILDING
Address (Line 2)	DES VOEUX ROAD
Address (Line 3)	-
Region	HONG KONG
District (for Hong Kong only)	-
Email Address	nancyyau@cr.gov.hk
Name of Contact Person	MISS NANCY YAU
Contact Telephone No.	12345678
Fax No.	87654321
Language for Correspondence	ENGLISH
Business Type	Real Estate Agent / Developer

Cancel Back Submit

https://crsnaatapp.cr.gov.hk/ics-ext/apps/uam01?execution=e3e4#

開始 SC-POR01A-00 - Win... User Registration, Y... Microsoft PowerPoint

User Registration: Registration Completed - Windows Internet Explorer

https://crsnaatapp.cr.gov.hk/ics-ext/apps/uam01?execution=e3e5

AVG Search Page Status AVG News News 3

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User Registration > Accept Terms and Conditions > Step 1 > Step 2 > Step 3 > Step 4

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

**Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type.** (About 2 mins.)

**Step 2: Fill in User's particulars and Attach proof of identity** (About 15 mins.)

- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

**Step 3: Review User's particulars and Submit the request for user registration.** (About 2 mins.)

**Step 4: Save or Print the acknowledgement of request for user registration.** (About 1 min.)

**Step 4**

**Acknowledgement of request for user registration.** Please save or print this screen for enquiry on the registration.

Your request for registration as a user (User ID: DEMO2222) of the e-Registry has been accepted on 01-Jan-2011 23:18 GMT +0800.

An email containing the activation detail will be sent to your registered email address: nancyyau@cr.gov.hk.

Please activate your user account within the period specified in the email.

Save Print Close

完成

開始 SC-POR01A-00 - Win... User Registration, Reg... Microsoft PowerPoint

# User Registration

## Company User Account (Business registered with the IRD)



User Registration: Entrance Screen - Windows Internet Explorer

https://icrsnatapp.cr.gov.hk/icrs-ez/apps/iam01?execution=3a2

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User Registration > Accept Terms and Conditions > Step 1

**User Registration** (It takes about 20 minutes to complete all the steps. If you cannot complete within 60 minutes, the registration process will be terminated automatically.)

Please read the following carefully and prepare the necessary information before starting the user registration process:

Step 1: Fill in the User ID, Password, Password Hint Question and Answer, and User Type. (About 2 mins.)

Step 2: Fill in User's particulars and Attach proof of identity (About 15 mins.)

- Individual user - Hong Kong Identity Card No. is required. If you do not have a Hong Kong Identity Card, please provide your Overseas Passport No.; if both are not available, you may provide the People's Republic of China Identity Card No. or Macau Identity Card No. If you are a resident of the People's Republic of China or Macau, attach your [electronic certificate](#) for verification. If you do not have an electronic certificate, attach a [certified true copy](#) of the identification document or submit the original document to [Companies Registry](#) in person for verification. [View Personal Information Collection Statement](#).
- Company registered with the Hong Kong Companies Registry - [Company No.](#) and [Company Code](#) are required. No identity proof is required.
- Business registered with the Business Registration Office of the Hong Kong Inland Revenue Department only - [Business Registration No.](#) and the e-Registry's User ID of the [authorised person](#) are required. Attach a copy of the valid Business Registration Certificate.

Step 3: Review User's particulars and Submit the request for user registration. (About 2 mins.)

Step 4: Save or Print the acknowledgement of request for user registration. (About 1 min.)

Step 1

Fill in the User ID, Password, Password Hint Question and Answer, and User Type. Items marked with \* are mandatory.

User ID\* DEMO2222

Password\* .....

Confirm Password\* .....

Password Hint Question\* What is your favourite food?

Password Hint Answer\* apple

User Type\* Company

Cancel Back Continue

完成

開始 SC-POR01A-00 - Win... User Registration: Entr... Microsoft PowerPoint

23:10



User Registration: Company Particulars - Windows Internet Explorer

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e4s3

Step 4: Save or Print the acknowledgement or request for user registration. (About 1 min.)

Step 2  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO3333  
Please select  
☐ Company registered with the Companies Registry  
☒ Company registered with the Business Registration Office only

Registered Business Name\*:  English  
Chinese

Business Registration No.\*:   
 Attach copy of Business Registration Certificate

Address (Line 1)\*:   
 Address (Line 2):   
 Address (Line 3):   
 Region\*: HONG KONG  
 District (for Hong Kong only)\*: Please select  
 Email Address\*:   
 Confirm Email Address\*:   
 Name of Contact Person\*:   
 Contact Telephone No.\*:   
 Fax No.:   
 Language for Correspondence\*: Please select  
 Business Type\*: Please select

Authorized Person (User ID)\*:  Retrieve  
 Authorized Person Name (English):   
 Authorized Person Name (Chinese):

Cancel Back Continue

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e4s3#

User Registration: Company Particulars - Windows Internet Explorer

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e4s3

Step 4: Save or Print the acknowledgement or request for user registration. (About 1 min.)

Step 2  
Fill in User's particulars and Attach proof of identity. Items marked with \* are mandatory.

User ID: DEMO3333  
Please select  
☐ Company registered with the Companies Registry  
☒ Company registered with the Business Registration Office only

Registered Business Name\*:  English  
Chinese

Business Registration No.\*:   
 Attach copy of Business Registration Certificate

Address (Line 1)\*:   
 Address (Line 2):   
 Address (Line 3):   
 Region\*: HONG KONG  
 District (for Hong Kong only)\*: Please select  
 Email Address\*:   
 Confirm Email Address\*:   
 Name of Contact Person\*:   
 Contact Telephone No.\*:   
 Fax No.:   
 Language for Correspondence\*: Please select  
 Business Type\*: Please select

Authorized Person (User ID)\*: DEMO1111 Retrieve  
 Authorized Person Name (English):   
 Authorized Person Name (Chinese):

Please input the User ID of the authorized person.  
The authorized person must have registered as an e-Registry's individual user.

Continue

https://icrsuatapp.cr.gov.hk/icrs-ext/apps/uam01?execution=e4s3#

# User Account Association



SC-UAM03A-01 - Windows Internet Explorer

https://consuatapp.cr.gov.hk/cons-ext/app/uam03a/index?locale=en\_US

AVG Search Page Status AVG News News v3

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

GovHK 香港政府一站通 繁體版 簡體版

Home

About e-Registry



Equipment Specifications

User Registration Requirements

e-Services User Guides

FAQs

Contact Us

  **註冊易** **REGISTRY** 公司註冊 更快更易 *Delivers efficiency for companies*

User ID:  [Forget User ID](#)

Password:  [Forget Password](#)

Note: A user account will be locked after 5 consecutive login failure.

This website is best viewed in 1024 x 768 resolution with IE 6 or 7.

**What's New**

[Registry External Circular No. 1/2010](#) issued on 12 November 2010 under the 'Publications and Press Releases' section of this website. A press release issued today is included in the same section.

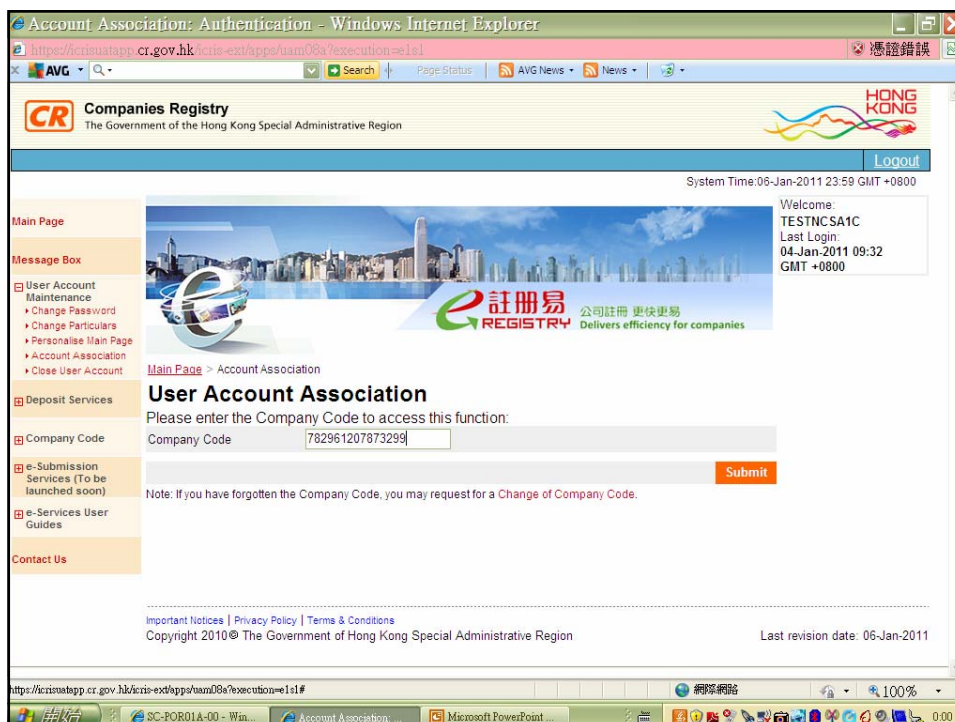
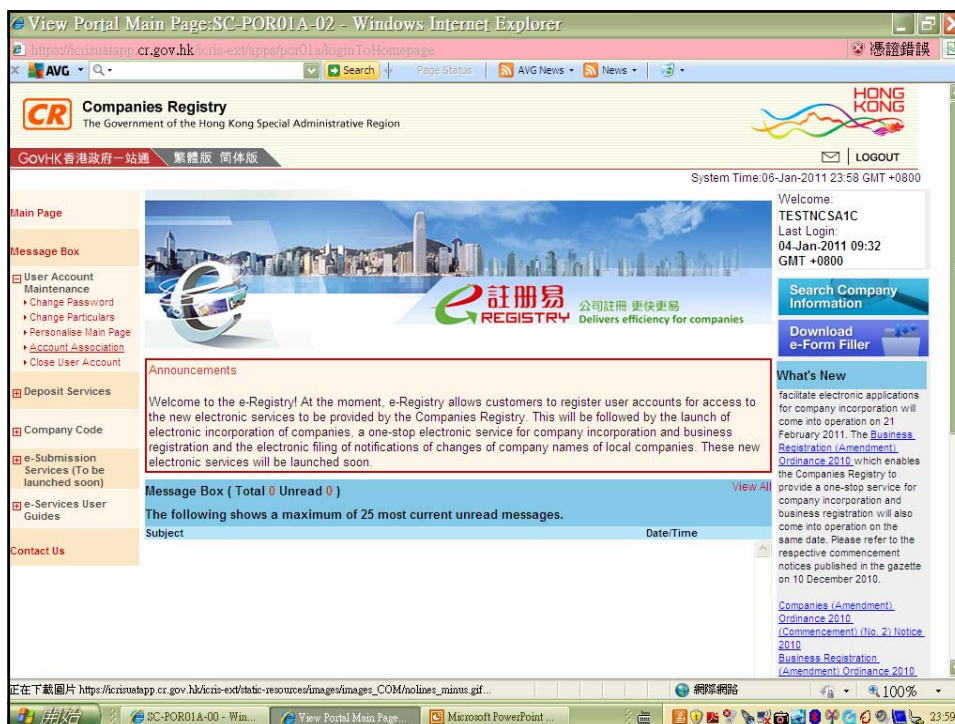
**04-Jan-2011**  
Commencement of Parts 2 and 5 of Companies (Amendment) Ordinance 2010 on 21 February 2011 (10 December 2010)  
Parts 2 and 5 of [Companies \(Amendment\) Ordinance 2010](#), which streamline the company incorporation procedure and facilitate electronic applications for company incorporation will come into operation on 21 February 2011. The [Business Registration \(Amendment\) Ordinance 2010](#), which enables the Companies Registry to provide a one-stop service for

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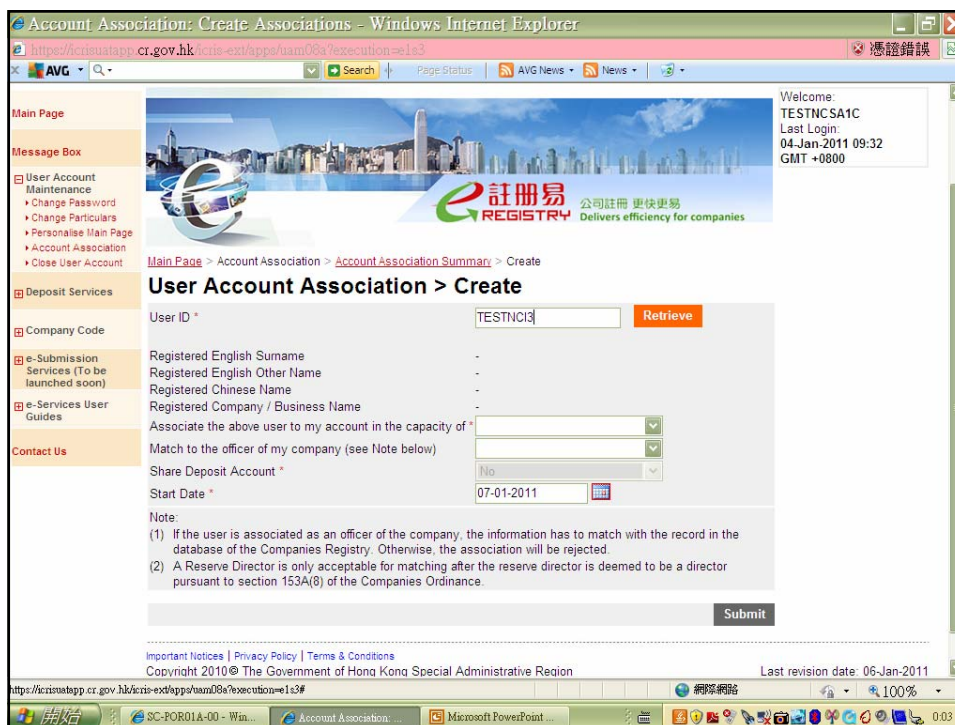
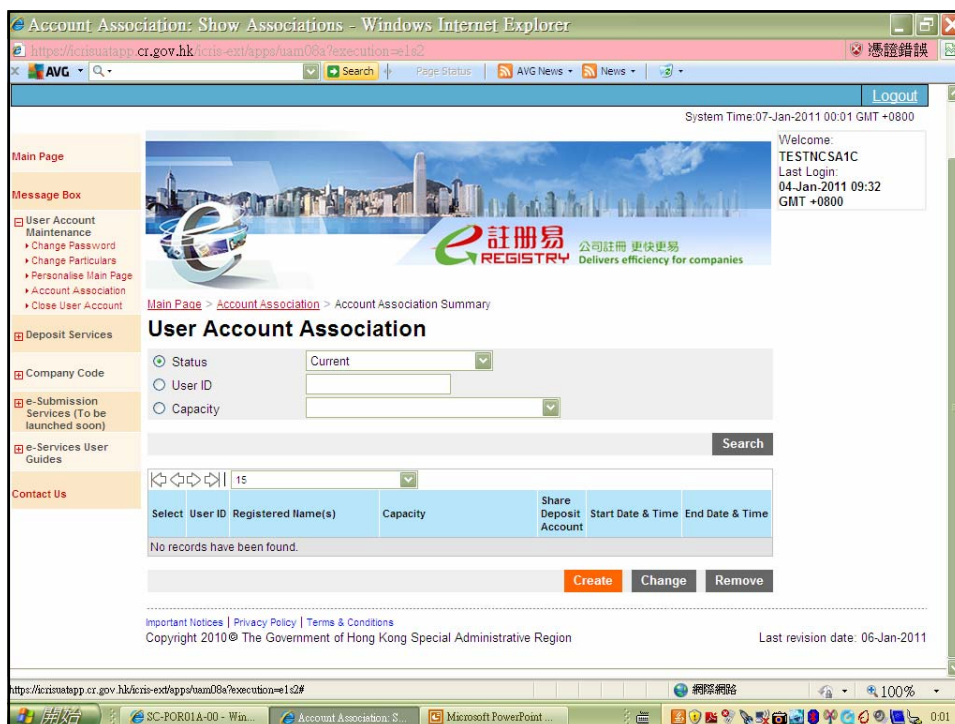
Last revision date: 06-Jan-2011

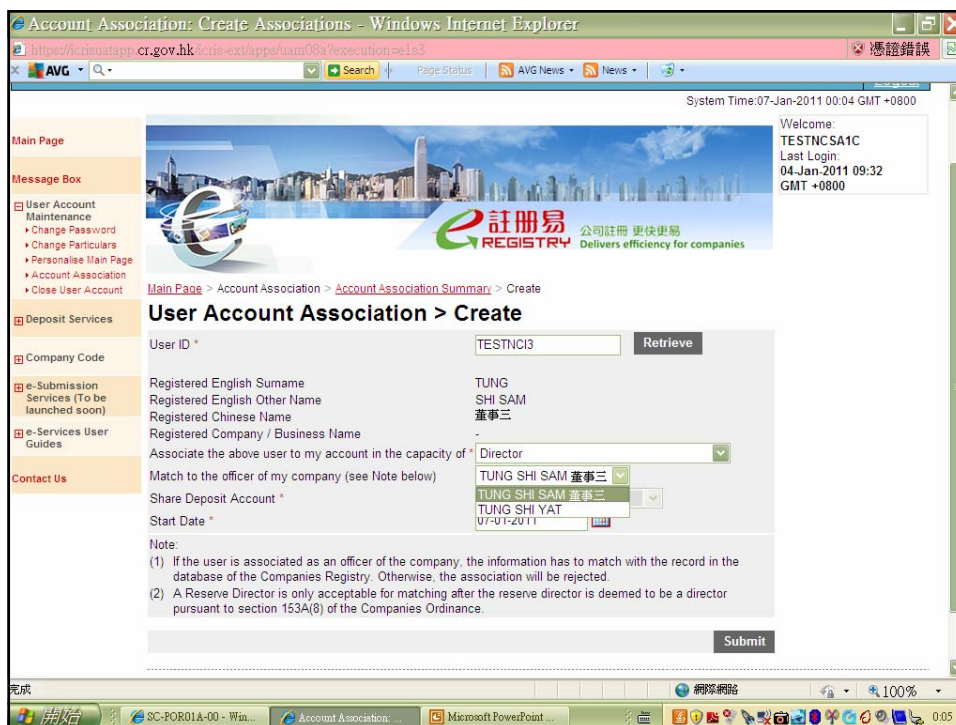
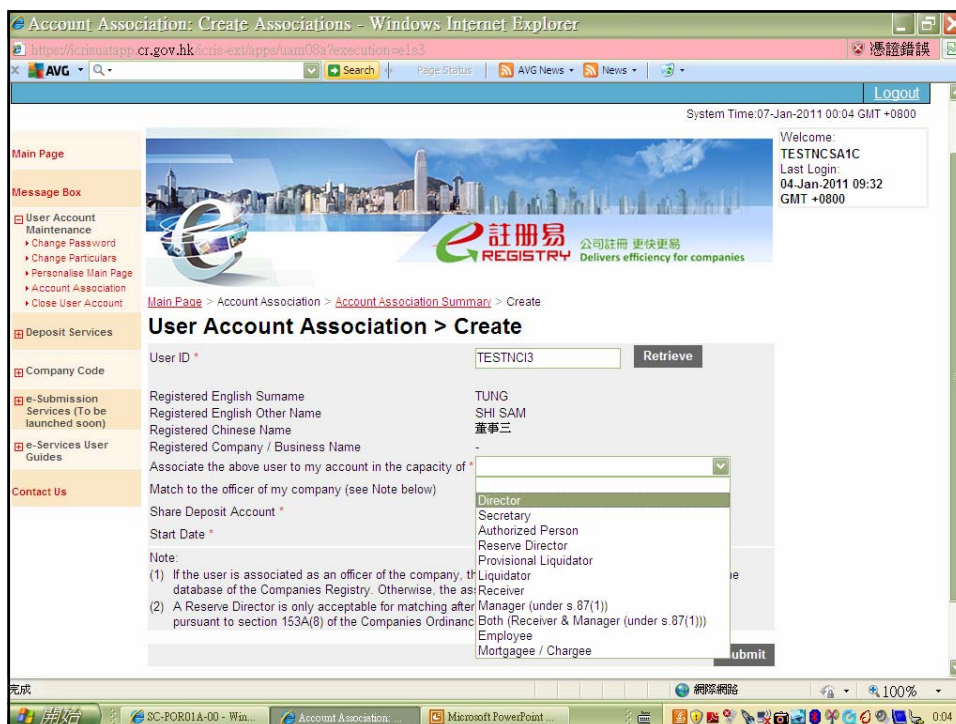
開始 SC-POR01A-00 - Win... SC-UAM03A-01 - Wi... Microsoft PowerPoint

23:58









Account Association: Create Associations - Windows Internet Explorer

https://icnsuatapp.cr.gov.hk/ics-ext/app/iam00a/execution=e1e3

System Time: 07-Jan-2011 00:04 GMT +0800

Welcome: TESTNCSA1C  
Last Login: 04-Jan-2011 09:32 GMT +0800

**Main Page**

**Message Box**

- User Account Maintenance
  - Change Password
  - Change Particulars
  - Personalise Main Page
  - Account Association
  - Close User Account
- Deposit Services
- Company Code
- e-Submission Services (To be launched soon)
- e-Services User Guides
- Contact Us

**REGISTRY** 註冊易 公司註冊 更快更易  
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Main Page > Account Association > Account Association Summary > Create

### User Account Association > Create

User ID \*

Registered English Surname: TUNG  
Registered English Other Name: SHI SAM  
Registered Chinese Name: 董事三  
Registered Company / Business Name: -  
Associate the above user to my account in the capacity of \*

Match to the officer of my company (see Note below):

Share Deposit Account \*

Start Date \*

Note:

- (1) If the user is associated as an officer of the company, the information has to match with the record in the database of the Companies Registry. Otherwise, the association will be rejected.
- (2) A Reserve Director is only acceptable for matching after the reserve director is deemed to be a director pursuant to section 153A(8) of the Companies Ordinance.

Account Association: Show Associations - Windows Internet Explorer

https://icnsuatapp.cr.gov.hk/ics-ext/app/iam00a/execution=e1e4

System Time: 07-Jan-2011 00:06 GMT +0800

Welcome: TESTNCSA1C  
Last Login: 04-Jan-2011 09:32 GMT +0800

**Main Page**

**Message Box**

- User Account Maintenance
  - Change Password
  - Change Particulars
  - Personalise Main Page
  - Account Association
  - Close User Account
- Deposit Services
- Company Code
- e-Submission Services (To be launched soon)
- e-Services User Guides
- Contact Us

**REGISTRY** 註冊易 公司註冊 更快更易  
Delivers efficiency for companies

Main Page > Account Association > Account Association Summary

### User Account Association

☒ Status 
☐ User ID 
☐ Capacity

Select	User ID	Registered Name(s)	Capacity	Share Deposit Account	Start Date & Time	End Date & Time
<input type="radio"/>	TESTNCI3	TUNG, SHI SAM 董事三	Director	No	07-Jan-2011 00:06	

Results 1 - 1 of 1.

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Last revision date: 06-Jan-2011



Account Association: Show Associations - Windows Internet Explorer

https://icrsuatapp.cr.gov.hk/icrs-ext/app/iam00a/execution=e1s6

System Time: 07-Jan-2011 00:08 GMT +0800

Welcome: TESTNCSA1C  
Last Login: 04-Jan-2011 09:32 GMT +0800

**Main Page**

**Message Box**

- User Account Maintenance
  - Change Password
  - Change Particulars
  - Personalise Main Page
  - Account Association
  - Close User Account
- Deposit Services
- Company Code
- e-Submission Services (To be launched soon)
- e-Services User Guides
- Contact Us

**User Account Association**

Main Page > Account Association > Account Association Summary

**User Account Association**

☒ Status: Current  
☐ User ID:   
☐ Capacity:

Search

Select	User ID	Registered Name(s)	Capacity	Share Deposit Account	Start Date & Time	End Date & Time
<input checked="" type="checkbox"/>	TESTNCI3	TUNG, SHI SAM 董事三	Director	No	07-Jan-2011 00:06	

Results 1 - 1 of 1.

Create Change Remove

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Last revision date: 06-Jan-2011

Account Association: Remove Associations - Windows Internet Explorer

https://icrsuatapp.cr.gov.hk/icrs-ext/app/iam00a/execution=e1s7

System Time: 07-Jan-2011 00:09 GMT +0800

Welcome: TESTNCSA1C  
Last Login: 04-Jan-2011 09:32 GMT +0800

**Main Page**

**Message Box**

- User Account Maintenance
  - Change Password
  - Change Particulars
  - Personalise Main Page
  - Account Association
  - Close User Account
- Deposit Services
- Company Code
- e-Submission Services (To be launched soon)
- e-Services User Guides
- Contact Us

**User Account Association > Remove**

Main Page > Account Association > Account Association Summary > Remove

**User ID** TESTNCI3

**Registered English Surname** TUNG

**Registered English Other Name** SHI SAM

**Registered Chinese Name** 董事三

**Registered Company / Business Name**

**Capacity** Director

**Officer matched** TUNG SHI SAM 董事三

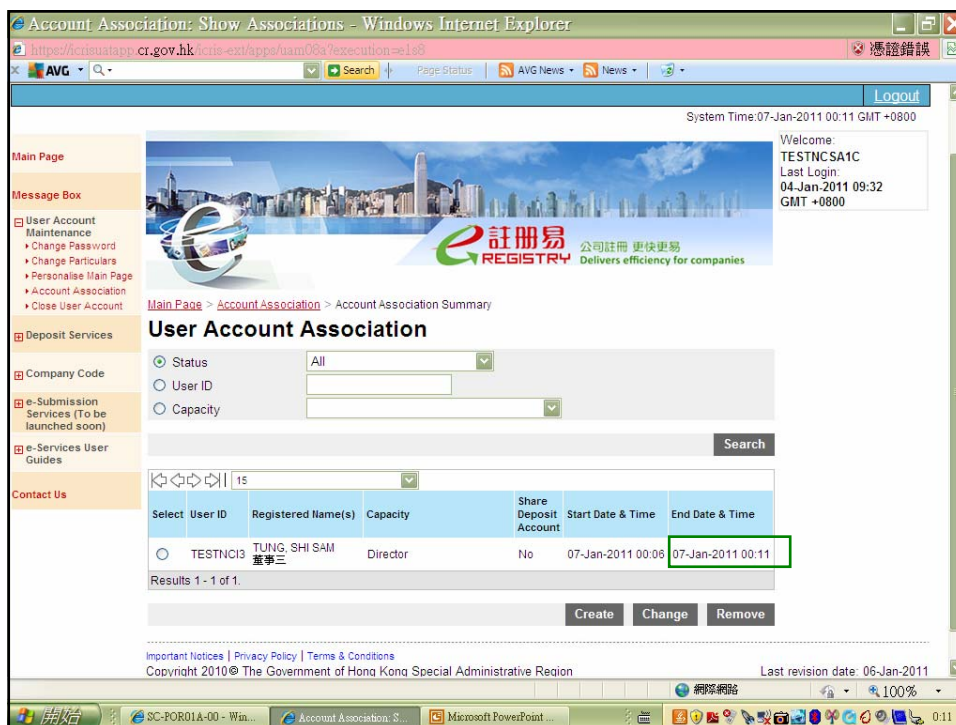
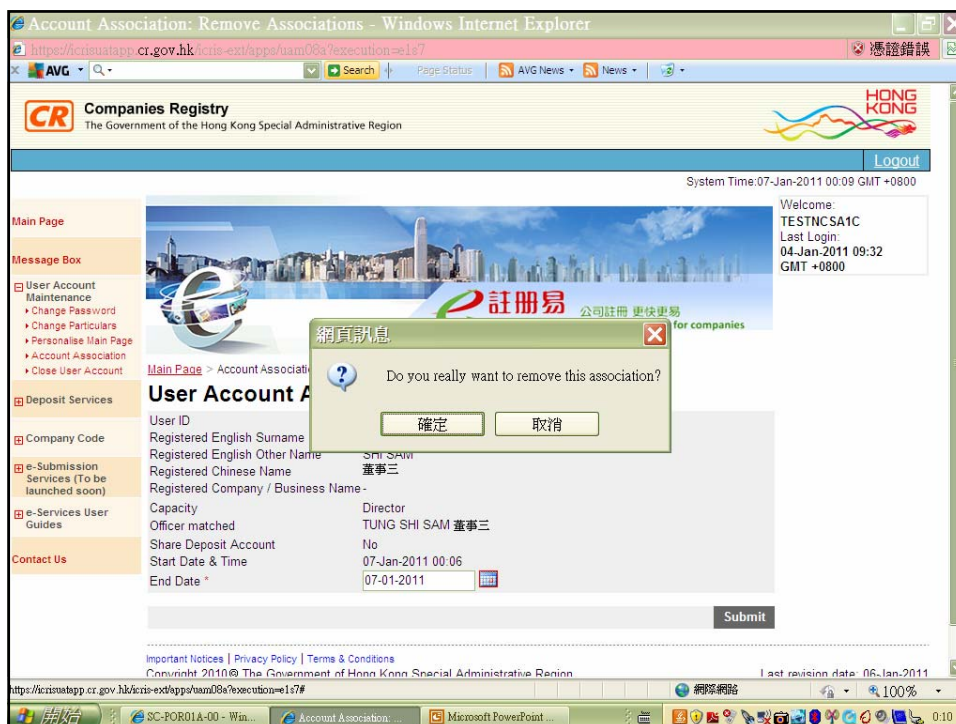
**Share Deposit Account** No

**Start Date & Time** 07-Jan-2011 00:06

**End Date \*** 07-01-2011

Submit

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Last revision date: 06-Jan-2011



Thank you!

