



公司註冊處  
Companies Registry

# 更改清盤人或臨時清盤人詳情通知書

## Notice of Change in Particulars of Liquidator or Provisional Liquidator

表格  
Form **NW4**

公司編號 Company Number

註 Note

### 1 公司名稱 Company Name

(清盤在進行中 In Liquidation)

### 2 清盤人或臨時清盤人詳情的更改

#### Change in Particulars of Liquidator or Provisional Liquidator

(如涉及超過一名清盤人，請用續頁填報 Use Continuation Sheet if more than 1 liquidator is involved)

#### A. 現時在公司註冊處登記的詳情

##### Particulars Currently Registered with the Companies Registry

請在適用的空格內加上 ✓ 號 Please tick the relevant box

身分

Capacity

清盤人

Liquidator

臨時清盤人

Provisional Liquidator

中文姓名

Name in Chinese

英文姓名

Name in English

姓氏  
Surname

名字  
Other Names

7

身分識別

Identification

						*	*	*	(*)	
--	--	--	--	--	--	---	---	---	-----	--

香港身分證部分號碼

Partial Number of Hong Kong Identity Card

護照部分號碼

Partial Number of Passport

4

#### 提交人資料 Presentor's Reference

姓名 Name:

地址 Address:

電話 Tel:

傳真 Fax:

電郵 Email:

檔號 Reference:

#### 請勿填寫本欄 For Official Use

--

**2 清盤人或臨時清盤人詳情的更改 (續上頁)**  
**Change in Particulars of Liquidator or Provisional Liquidator (cont'd)**

**8 B. 更改詳情 Details of Change(s)**

請只填報有更改的項目 Please complete item(s) with change(s) only

生效日期 Effective Date

(a) 中文姓名 Name in Chinese

--

--	--	--

日 DD 月 MM 年 YYYY

(b) 英文姓名 Name in English

--

姓氏 Surname

--	--	--

日 DD 月 MM 年 YYYY

--

名字 Other Names

(c) 地址

--

--

--

國家 / 地區  
Country / Region

--

--	--	--

日 DD 月 MM 年 YYYY

**9 (d) 電郵地址 Email Address**

--

--	--	--

日 DD 月 MM 年 YYYY

**10 (e) 香港身分證部分號碼**

					*	*	*	(*)
--	--	--	--	--	---	---	---	-----

--	--	--

日 DD 月 MM 年 YYYY

(須在  
PI-NW4 頁  
填報完整  
身分識別號碼  
Provide full  
identification  
number in  
PI-NW4 sheet)

(f) 護照 Passport

--

簽發國家 / 地區 Issuing Country / Region

--	--	--

日 DD 月 MM 年 YYYY

--

部分號碼 Partial Number

請在適用的空格內加上 ✓ 號 Please tick the relevant box

(g) 類別  
Status

唯一  
Sole

共同  
Joint

共同及各別  
Joint & Several

--	--	--

日 DD 月 MM 年 YYYY

本通知書包括下列續頁 / PI-NW4 頁 This Notice includes the following Continuation Sheet(s) / PI-NW4 Sheet(s)

	續頁 Continuation Sheet	PI-NW4 (不會供公眾查閱 NOT for Public Inspection)
頁數 Number of pages		

**6 簽署 Signed :**

姓名 Name : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

清盤人 / 臨時清盤人 \*  
Liquidator / Provisional Liquidator \*

日 DD / 月 MM / 年 YYYY

\*請刪去不適用者 Delete whichever does not apply

清盤人或臨時清盤人詳情的更改(第 2 項)

**Change in Particulars of Liquidator or Provisional Liquidator (Section 2)**

A. 現時在公司註冊處登記的詳情

**Particulars Currently Registered with the Companies Registry**

請在適用的空格內加上 ✓ 號 Please tick the relevant box

身分 Capacity  清盤人 Liquidator  臨時清盤人 Provisional Liquidator

中文姓名 Name in Chinese

英文姓名 Name in English 姓氏 Surname

名字 Other Names

7

身分識別 Identification     \* \* \* (\*)

香港身分證部分號碼  
Partial Number of Hong Kong Identity Card

護照部分號碼  
Partial Number of Passport

8

B. 更改詳情 Details of Change(s)

請只填報有更改的項目 Please complete item(s) with change(s) only

生效日期 Effective Date

(a) 中文姓名 Name in Chinese    日 DD 月 MM 年 YYYY

(b) 英文姓名 Name in English 姓氏 Surname  日 DD 月 MM 年 YYYY

名字 Other Names

(c) 地址 Address  日 DD 月 MM 年 YYYY

國家/地區 Country/Region

9

(d) 電郵地址 Email Address  日 DD 月 MM 年 YYYY

10

(e) 香港身分證部分號碼 Partial Number of Hong Kong Identity Card     \* \* \* (\*)  日 DD 月 MM 年 YYYY

(須在  
PI-NW4 頁  
填報完整  
身分識別號碼  
Provide full  
identification  
number in  
PI-NW4 sheet)

(f) 護照 Passport  簽發國家/地區 Issuing Country/Region 日 DD 月 MM 年 YYYY

部分號碼 Partial Number

請在適用的空格內加上 ✓ 號 Please tick the relevant box

(g) 類別 Status  唯一 Sole  共同 Joint  共同及各別 Joint & Several

日 DD 月 MM 年 YYYY

## 清盤人或臨時清盤人詳情更改 – 受保護資料 Change in Particulars of Liquidator or Provisional Liquidator – Protected Information

11



公眾紀錄不會顯示此頁  
This page will not be shown on the public record

如清盤人或臨時清盤人的身分識別號碼有所更改，該清盤人或臨時清盤人須於本頁申報其新的香港身分證或護照的完整號碼。

The new full number of Hong Kong Identity Card or passport of a liquidator or provisional liquidator should be reported on this page if his or her identification number has been changed.

(每一頁 PI-NW4 只可填報一名清盤人或臨時清盤人的受保護資料。如超過一名清盤人或臨時清盤人資料，請另加 PI-NW4 頁填報。  
Each PI-NW4 sheet can only report the protected information of 1 liquidator or provisional liquidator. If there is information for more than 1 liquidator or provisional liquidator, please report separately on additional PI-NW4 sheet(s).)

請在適用的空格內加上 ✓ 號 Please tick the relevant box

身分  
Capacity

清盤人  
Liquidator

臨時清盤人  
Provisional Liquidator

中文姓名  
Name in Chinese

英文姓名  
Name in English

姓氏  
Surname

名字  
Other Names

12

### 身分識別 Identification

(a) 香港身分證(完整號碼)  
Hong Kong Identity Card (Full Number)

										( )
--	--	--	--	--	--	--	--	--	--	-----

(b) 護照  
Passport

簽發國家/地區  
Issuing Country/Region

完整號碼  
Full Number



請勿覆蓋此頁內的條碼  
DO NOT COVER THE BARCODES ON THIS PAGE

(交付表格 NW4 時，請將所有 PI-NW4 頁置於最後。  
Please place all PI-NW4 sheets at the end when delivering the Form NW4.)



《公司(清盤及雜項條文)條例》(香港法例第 32 章)  
第 228A(12) 及 253(3)條規定交付的

更改清盤人或臨時清盤人詳情通知書

填表須知 — 表格 NW4

附註

引言

1. 公司清盤人或臨時清盤人須以本表格通知公司註冊處處長(「處長」)其詳情的更改。本表格須在每項更改的日期後的 15 日內交付處長登記。
2. 如申報清盤人或臨時清盤人的委任，請使用表格 NW3。如申報清盤人或臨時清盤人的停任，請使用表格 NW5。
3. 請劃一以中文或英文申報各項所需資料。如以中文申報，請用繁體字。以手寫方式填寫的表格或不會被公司註冊處接納。
4. 請提供提交人資料。除非有特別事項需要公司註冊處注意，否則無須另加附函。
5. 你可郵寄本表格到「香港金鐘道 66 號金鐘道政府合署 14 樓公司註冊處」，或親身上址交付。如以郵寄方式交付表格而處長並沒有收到該表格的話，則該表格不會視作曾為遵從《公司(清盤及雜項條文)條例》中有關條文的規定而交付處長。

簽署

6. 本表格必須由清盤人或臨時清盤人簽署。公司註冊處不接納未簽妥的表格。

現時在公司註冊處登記的詳情 (第 2A 項)

7. (a) 為識別身分，請填報香港身分證的 部分號碼。如該人並非香港身分證持有人，請提供其所持護照的 部分號碼。請根據以下有關「部分號碼」的描述填報「部分號碼」。

「部分號碼」指—

- (i) 如組成身分識別號碼的字母或數目字元序列的字元數目是雙數(不包括空位、標點符號及標記符號)— 該序列的前半部分；或
- (ii) 如組成身分識別號碼的字母或數目字元序列的字元數目是單數(不包括空位、標點符號及標記符號)— 該序列的首個字元開始，至處於該序列正中間位置的字元為止的部分。

例子：

香港身分證號碼

完整號碼 (包括括號內的數字或字母)	部分號碼 (即所有英文字母及首三個數字)									
A123456(7)	<table border="1"><tr><td></td><td>A</td><td>1</td><td>2</td><td>3</td><td>*</td><td>*</td><td>*</td><td>(*)</td></tr></table>		A	1	2	3	*	*	*	(*)
	A	1	2	3	*	*	*	(*)		
AA123456(7)	<table border="1"><tr><td>A</td><td>A</td><td>1</td><td>2</td><td>3</td><td>*</td><td>*</td><td>*</td><td>(*)</td></tr></table>	A	A	1	2	3	*	*	*	(*)
A	A	1	2	3	*	*	*	(*)		

## 護照號碼

完整號碼 (包括標點符號及標記符號)	部分號碼
ABCD1234567	ABCD12
ABCD12345678	ABCD12
ABCD123456789	ABCD123
ABC-123-4	ABC1
#A1234567H(*)	A1234

(b) 如清盤人或臨時清盤人曾根據以上描述，在公司註冊處登記其香港身分證或護照的 部分號碼，請填報該 部分號碼。

(c) 請勿 在有關空格內填報完整的身分識別號碼，格內所填報的資料會供公眾查閱。

(d) 如該項資料未曾在本處登記，請在有關的空格內填上「無」。

### 更改詳情 (第 2B 項)

- 請在適當的空格內申報清盤人或臨時清盤人的 新詳情，並在相關的空格內註明生效日期。沒有更改的詳情無需填報。
- 請提供或更新清盤人或臨時清盤人的電郵地址(如有的話) 以方便聯絡。如電郵地址其後有任何更改，亦請以本表格通知公司註冊處。
- (a) 請填報清盤人或臨時清盤人新的香港身分證的 部分號碼。如該人並非香港身分證持有人，請提供其所持新護照的 部分號碼 及簽發國家／地區。有關填報身分識別的 部分號碼 的詳情及例子，請參閱附註 7。

(b) 請勿 在有關空格內填報完整的身分識別號碼，格內所填報的資料會供公眾查閱。

(c) 請另外於 PI-NW4 頁內填報清盤人或臨時清盤人完整的香港身分證號碼或護照號碼。PI-NW4 頁及於該頁內所填報的資料，不會供公眾查閱。

每一頁 PI-NW4 只可填報一名清盤人或臨時清盤人的受保護資料。如超過一名清盤人或臨時清盤人資料，請另加 PI-NW4 頁填報。

(d) 如清盤人或臨時清盤人不再持有香港身分證或任何護照，請在有關的空格內填上「無」，亦無需提交 PI-NW4 頁。

### 清盤人或臨時清盤人詳情更改 - 受保護資料 (PI-NW4)

- 在 PI-NW4 頁所填報的香港身分證號碼或護照號碼為受保護資料。PI-NW4 頁及於該頁內所填報的資料，不會供公眾查閱。

每一頁 PI-NW4 只可填報一名清盤人或臨時清盤人的受保護資料。如超過一名清盤人或臨時清盤人資料，請另加 PI-NW4 頁填報。

- 請填報清盤人或臨時清盤人新的香港身分證的完整號碼。如該人並非香港身分證持有人，請填報其所持新護照的完整號碼及簽發國家／地區。

**NOTICE OF CHANGE IN PARTICULARS OF  
LIQUIDATOR OR PROVISIONAL LIQUIDATOR**

**For the purposes of sections 228A(12) and 253(3) of  
Companies (Winding Up and Miscellaneous Provisions) Ordinance (Cap. 32)**

**Notes for Completion of Form NW4**

**Introduction**

1. The liquidator or provisional liquidator of a company should notify the Registrar of Companies (the Registrar) in this form of the change in his or her particulars. This form should be delivered to the Registrar for registration within 15 days after the date of each change.
2. To report the appointment of liquidator or provisional liquidator, please use Form NW3. To report that the liquidator or provisional liquidator has ceased to act, please use Form NW5.
3. Please fill in all particulars and complete all items consistently in either Chinese or English. Traditional Chinese characters should be used if the form is completed in Chinese. Please note that handwritten forms may be rejected by the Companies Registry.
4. Please complete the Presentor's Reference. Unless the presentor needs to raise a specific issue for the attention of the Companies Registry, no covering letter is required.
5. This form can be delivered by post or in person to "The Companies Registry, 14th floor, Queensway Government Offices, 66 Queensway, Hong Kong". If the form is delivered by post but the Registrar has not received it, the form will not be regarded as having been delivered to the Registrar in satisfaction of the relevant provision of the Companies (Winding Up and Miscellaneous Provisions) Ordinance.

**Signature**

6. This form must be signed by the liquidator or provisional liquidator. A form which is not properly signed will be rejected by the Companies Registry.

**Particulars Currently Registered with the Companies Registry (Section 2A)**

7. (a) For identification purposes, please provide the **partial number** of Hong Kong Identity Card or, in the absence of a Hong Kong Identify Card, the **partial number** of passport according to the description of "Partial number" below:

Partial number means —

- (i) if the identification number comprises a sequence of an even number of alphanumeric characters (excluding spaces, punctuation marks and symbols) — the first half of the sequence; or
- (ii) if the identification number comprises a sequence of an odd number of alphanumeric characters (excluding spaces, punctuation marks and symbols) — the part that begins with the first character in the sequence and ends with the character that falls on the middle of the sequence.

e.g.

**Hong Kong Identity Card Number**

Full Number (including the digit or alphabet in brackets)	Partial Number (i.e. all the alphabets and the first three digits)									
A123456(7)	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;">A</td><td style="width: 20px; height: 20px;">1</td><td style="width: 20px; height: 20px;">2</td><td style="width: 20px; height: 20px;">3</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">(*)</td></tr></table>		A	1	2	3	*	*	*	(*)
	A	1	2	3	*	*	*	(*)		
AA123456(7)	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;">A</td><td style="width: 20px; height: 20px;">A</td><td style="width: 20px; height: 20px;">1</td><td style="width: 20px; height: 20px;">2</td><td style="width: 20px; height: 20px;">3</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">*</td><td style="width: 20px; height: 20px;">(*)</td></tr></table>	A	A	1	2	3	*	*	*	(*)
A	A	1	2	3	*	*	*	(*)		

### Passport Number

Full Number (including punctuation marks and symbols)	Partial Number
ABCD1234567	ABCD12
ABCD12345678	ABCD12
ABCD123456789	ABCD123
ABC-123-4	ABC1
#A1234567H(*)	A1234

- (b) If the liquidator or provisional liquidator has previously registered the **partial number** of his or her Hong Kong Identity Card or passport with the Companies Registry according to the description above, please provide that **partial number**.
- (c) Please **DO NOT** fill in the full identification number in the box provided. Information provided in the box is available for public inspection.
- (d) If no such particulars have been registered, please state 'Nil' in the boxes provided.

### Details of Change(s) (Section 2B)

8. Please state only the **new particulars** of the liquidator or provisional liquidator in the appropriate box(es) provided and specify the effective date of change in the corresponding box. There is no need to state those particulars which remain unchanged.
9. Please provide or update the email address of the liquidator or provisional liquidator, if any, to facilitate electronic communication. If there are any subsequent changes in the email address, please notify the Companies Registry by completing this form.
10. (a) Please provide the new **partial number** of Hong Kong Identity Card or, in the absence of a Hong Kong Identity Card, the new **partial number** and issuing country/region of the passport of the liquidator or provisional liquidator. Please refer to Note 7 on the details and examples of **partial number**.
- (b) Please **DO NOT** fill in the full identification number in the box provided. Information provided in the box is available for public inspection.
- (c) Please report the full Hong Kong Identity Card number or passport number of the liquidator or provisional liquidator separately on a PI-NW4 sheet. PI-NW4 sheet and the information reported therein are withheld from public inspection.

Each PI-NW4 sheet can only report the protected information of 1 liquidator or provisional liquidator. If there is information for more than 1 liquidator or provisional liquidator, please report separately on additional PI-NW4 sheet(s).

- (d) If the liquidator or provisional liquidator no longer holds a Hong Kong Identity Card or any passport, please state 'Nil' in the boxes provided. There is no need to submit a PI-NW4 sheet.

### Change in Particulars of Liquidator or Provisional Liquidator - Protected Information (PI- NW4)

11. Hong Kong Identity Card number or passport number reported on PI-NW4 sheet is protected information. PI-NW4 sheet and the information reported therein are withheld from public inspection.

Each PI-NW4 sheet can only report the protected information of 1 liquidator or provisional liquidator. If there is information for more than 1 liquidator or provisional liquidator, please report separately on additional PI-NW4 sheet(s).

12. Please state the new full Hong Kong Identity Card number or, in the absence of a Hong Kong Identity Card, the new full number and issuing country/region of the passport of the liquidator or provisional liquidator.