



公司註冊處  
Companies Registry

# 委任接管人或經理人通知書 Notice of Appointment of Receiver or Manager

表格  
Form **NM5**

公司編號 Company Number

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註 Note

## 1 公司名稱 Company Name

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(有接管人／經理人獲委任 Receiver／Manager appointed)

## 2 委任接管人或經理人 Appointment of Receiver or Manager

### A. 委任方式 Mode of Appointment

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

7

根據法院命令委任 Appointment by a Court Order

法院案件編號 Court Action Number

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命令日期 Date of Order

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日 DD

月 MM

年 YYYY

根據任何文書委任 Appointment under an Instrument

8

文書描述 Description of Instrument

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設立日期 Date of Creation

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日 DD

月 MM

年 YYYY

### B. 委任日期 Date of Appointment

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日 DD

月 MM

年 YYYY

3

### 提交人資料 Presentor's Reference

姓名 Name:

代號 Code:

地址 Address:

電話 Tel:

傳真 Fax:

電郵 Email:

檔號 Reference:

### 請勿填寫本欄 For Official Use

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**3 該項委任所涉及的財產的描述**

**Description of the Property over which the Appointment is Made**

(如空位不足，請用續頁B填報 Use Continuation Sheet B if the space is insufficient)

**A. 房地產 Landed Property**

**財產的簡要詳情 Short particulars of the property**

(請填報財產的地址 Please state the address of the property)

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**B. 其他類別的財產 Other Types of Property**

(請填報適當詳情 Please insert details as appropriate)

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本通知書包括下列續頁 This Notice includes the following Continuation Sheet(s)

續頁 Continuation Sheet(s)	A	B
頁數 Number of pages		

**5 簽署 Signed :**

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

(董事 / 公司秘書 / 授權代表\*)

日 DD / 月 MM / 年 YYYY

委任人

(Director / Company Secretary / Authorized Representative \*)

Appointor

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



公司編號 Company Number

該項委任所涉及的財產的描述 (第 3 項)

**Description of the Property over which the Appointment is Made (Section 3)**

**《公司條例》(香港法例第 622 章)  
第 348(1) 條規定交付的**

**委任接管人或經理人通知書**

**填表須知 — 表格 NM5**

**附註**

**引言**

1. 如任何人取得委任公司財產或註冊非香港公司已押記財產的接管人或經理人的命令，或如任何人根據任何文書所載的權力委任上述接管人或經理人，該人須在該項命令或根據該權力作出委任的日期後的 7 日內，將關於該事實的陳述，以本表格交付公司註冊處處長(「處長」)登記。
2. 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。
3. 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。
4. 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」，或親身到上址交付。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《公司條例》中有關條文的規定而交付處長。

**簽署**

5. 本表格必須由承按人、承押記人或獲得本表格第 2 項所述的法院命令的人士(統稱為委任人)簽署。如委任人屬法人團體，本表格必須由其一名董事、公司秘書或授權代表簽署。如委任人屬自然人，則本表格必須由委任人親自簽署或由其授權代表簽署。公司註冊處不接納未簽妥的表格。

**費用**

6. 本表格必須連同正確的註冊費用一併交付，否則公司註冊處不會接納。有關所需費用的詳情，請參閱《主要服務收費表》資料小冊子。如以港幣劃線支票繳付費用，抬頭請註明「公司註冊處」。請勿郵寄現金。

**委任方式 (第 2A 項)**

7. 如接管人或經理人是由法院命令所委任，請述明該項法院命令的有關資料。提交人無須將該法院命令交付本處。
8. 在此空格內填報的文書描述必須與在公司註冊處登記有關該押記的表格 M1 或 NM1 所填報的描述相同。

**接管人或經理人的詳情 (第 2C 項)**

9. 請申報接管人或經理人的詳細地址，本處不接納「轉交」地址或郵政信箱號碼。
10. 請提供接管人或經理人的電郵地址(如有的話)以方便聯絡。如電郵地址其後有任何更改，請以表格 NM7 通知公司註冊處。
11. 接管人或經理人須填報其香港身分證號碼。如該人並非香港身分證持有人，請填報其所持護照的號碼及簽發國家。如該人並非香港身分證持有人，亦沒有任何國家的護照，則請在有關的空格內填報「無」。

## **NOTICE OF APPOINTMENT OF RECEIVER OR MANAGER**

**For the purposes of section 348(1) of Companies Ordinance (Cap. 622)**

### **Notes for Completion of Form NM5**

#### **Introduction**

1. If a person obtains an order for the appointment of a receiver or manager of the property of a company or the charged property of a registered non-Hong Kong company, or appoints such a receiver or manager under the powers contained in an instrument, the person must, within 7 days after the date of the order or of the appointment under those powers, deliver a statement of that fact in this form to the Registrar of Companies (the Registrar) for registration.
2. 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.
3. 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.
4. 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 Ordinance.

#### **Signature**

5. This form must be signed by the mortgagee, chargee, or the person who obtained the court order stated in Section 2 of this form (collectively referred to as the appointor). If the appointor is a body corporate, this form must be signed by a director, company secretary or an authorized representative. If the appointor is a natural person, this form must be signed by the appointor personally or by his or her authorized representative. A form which is not properly signed will be rejected by the Companies Registry.

#### **Fee**

6. This form must be delivered with the correct registration fee. A form which is not delivered with the correct fee will be rejected by the Companies Registry. Please refer to the information pamphlet on 'Price Guide to Main Services' for the correct fee payable. If the fee is paid by cheque, the cheque should be crossed and issued in Hong Kong Dollars payable to 'Companies Registry'. Please do not send cash.

#### **Mode of Appointment (Section 2A)**

7. If the receiver or manager is appointed by a court order, please state the particulars of the court order. Presentors need not deliver a copy of the court order to the Companies Registry.
8. The description of instrument to be included in this box should be the same as the description included in the Form M1 or NM1 relating to this charge registered with the Companies Registry.

#### **Particulars of Receiver or Manager (Section 2C)**

9. Please provide the full address of the receiver or manager. 'Care of' addresses or post office box numbers are not acceptable.
10. Please provide the email address of the receiver or manager, if any, to facilitate electronic communication. If there are any subsequent changes in the email address, please notify the Companies Registry by completing Form NM7.
11. The Hong Kong Identity Card number or, in the absence of which, the number and issuing country of the passport of the receiver or manager should be given. If he or she holds neither a Hong Kong Identity Card nor a passport, please state 'Nil' in the boxes provided.