



公司註冊處
Companies Registry

註冊非香港公司
不再在香港設有營業地點通知書

Notice of Cessation of
Place of Business in Hong Kong of
Registered Non-Hong Kong Company

表格
Form **NN13**

商業登記號碼
Business Registration Number

註 Note

7 1 公司名稱 Company Name

2 公司不再在香港設有營業地點的日期
Date of Cessation of the Company's
Place of Business in Hong Kong

<input type="text"/>	<input type="text"/>	<input type="text"/>
日 DD	月 MM	年 YYYY

5 簽署 Signed :

姓名 Name : _____ 日期 Date : _____
董事／公司秘書／經理／獲授權代表*
Director / Company Secretary / Manager /
Authorized Representative*
日 DD / 月 MM / 年 YYYY

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

3 提交人資料 Presentor's Reference

姓名／名稱 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

**《公司條例》(第 622 章)
第 794(1) 條規定交付的**

註冊非香港公司不再在香港設有營業地點通知書

填表須知 — 表格 NN13

附註

引言

1. 如註冊非香港公司不再在香港設有營業地點，該公司須在不再在香港設有營業地點後的 7 日內，以本表格將關於該事實的通知交付公司註冊處處長(「處長」)登記。
2. 如以中文申報本表格內的資料，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. 本表格必須由一名董事、公司秘書、經理或獲授權代表簽署。公司註冊處不接納未簽妥的表格。

商業登記號碼

6. 請填報由稅務局轄下的商業登記署所發出的商業登記號碼(即商業登記證號碼的首 8 位數字)，「-」後的數字無須填寫。於 2023 年 12 月 27 日或之後註冊的公司，商業登記號碼亦已用作公司註冊處所發出的「非香港公司註冊證明書」上的編號。

公司名稱 (第 1 項)

7. 在本表格填報的公司名稱必須與公司註冊處發出的最近一份註冊證明書上的公司名稱相同。

**NOTICE OF CESSATION OF PLACE OF BUSINESS IN HONG KONG
OF REGISTERED NON-HONG KONG COMPANY**

For the purposes of section 794(1) of Companies Ordinance (Cap. 622)

Notes for Completion of Form NN13

Introduction

1. If a registered non-Hong Kong company ceases to have a place of business in Hong Kong, the company must, within 7 days after the cessation, deliver to the Registrar of Companies (the Registrar) a notice of that fact in this form for registration.
2. 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 Presenter's Reference. Unless the presenter 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 a director, company secretary, manager or an authorized representative. A form which is not properly signed will be rejected by the Companies Registry.

Business Registration Number

6. Please provide the business registration number (i.e. the first 8 digits of the Business Registration Certificate number) issued by the Business Registration Office of the Inland Revenue Department. The numbers after [-] are not required. For companies registered on or after 27 December 2023, the business registration number is also adopted as the "No. " on the "Certificate of Registration of Non-Hong Kong Company" issued by the Companies Registry.

Company Name (Section 1)

7. The company name should be identical to the name which appears in the certificate of registration last issued by the Companies Registry.