第 7274 號公告

公司註冊處

公司條例 (第 622 章)

現公布下列由本人依據《公司條例》(第 622 章) (下稱「該條例」)第 23 條指明的表格已予修訂，並由 2026 年 11 月 16 日起依據該條例使用。

現刊登經修訂的表格，以廣周知。

表格		**該條例的相關條文**
表格編號	表格名稱	
NS1	申請新股份證明書或以無紙形式持有股份	163(1)
NS3	擬發出新股份證明書或 記錄股份為以無紙形式持有的公告	164(1)
NS4	有關取消原有股份證明書及 發出新股份證明書或記錄股份 為以無紙形式持有的公告	166(1)

公司註冊處處長黃潔怡

2026 年 11 月 13 日

公司註冊處

表格 **NS1**

申請新股份證明書或以無紙形式持有股份

商業登記號碼

註

致：

（公司名稱）

1 申請人資料

姓名

姓氏　　名字

地址

身分　☐ 登記持有人　☐ 登記持有人的受讓人

(請在適當空格內加上 ✓ 號)

2 遺失了股份證明書的股份的詳情

股份類別		
股份數目		
股份證明書編號		
該等股份的識別號碼	至	至
最後錄得的成交價的日期		
最後錄得的每股成交價	$	$
股份的最新總值	$	$
有關股份的總值	$	

簽署 ： _____ 日期 ： _____

申請人

《公司條例》(第 622 章)
第 163(1)條規定的

申請新股份證明書或以無紙形式持有股份

填表須知 — 表格 NS1

附註

1. 如上市公司股份的股份證明書已遺失，合資格人士可向該公司申請—
(a) 新股份證明書(如該公司會就其股份發出股份證明書)；或
(b) 由該人以無紙形式持有該等股份(如該公司的股份可以無紙形式持有)。
本表格是用以提出此項申請。

合資格人士就上市公司的股份而言，指—
(a) 該等股份的登記持有人；或
(b) 聲稱有權就該等股份將其姓名或名稱記入公司的成員登記冊內的人。

2. (a) 請述明股份的類別，即普通股、優先股、遞延股或其他類別。

(b) 如已就有關股份發出多張股份證明書，請述明股份證明書的編號。如編號不詳，請述明「不詳」。

(c) 另請在適當的空位內述明有關股份的識別號碼。如號碼不詳，請述明「不詳」。

(d) 最新價值指公司同一類別的股份於提出新股份證明書的申請前，在香港聯合交易所有限公司營辦的證券市場最後錄得的成交價計算的價值。詳情請參閱《公司條例》第164(8)條。

(e) 請把各類股份的「股份的最新總值」相加，並將總和填寫在「有關股份的總值」一欄內。

商業登記號碼

3. 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。公司註冊處在 2023 年 12 月 27 日或之後向成立的公司所發出的「公司註冊證明書」，或向經遷冊公司所發出的「遷冊證明書」，亦已採用商業登記號碼作為證明書上的編號。

Form **NS1**

Companies Registry

Application for New Share Certificate or for Shares to be Held in Uncertificated Form

Business Registration Number

Note

To :

(Company Name)

1 Particulars of Applicant

Name

Surname Other names

Address

Capacity ☐ **Registered holder** ☐ **Transferee from the registered holder**

(Please tick appropriate box)

2 **2 Details of the Shares for which the Share Certificates have been Lost**

Class of Shares		
No. of Shares		
Share Certificate Numbers		
Distinguishing Numbers of the Shares	**To**	**To**
Date of Last Recorded Price		
Last Recorded Price of Each Share	**$**	**$**
Latest Total Value	**$**	**$**
Grand Total Value of the Shares	**$**	

Signed : _____ Date : _____

Applicant

APPLICATION FOR NEW SHARE CERTIFICATE OR FOR SHARES TO BE HELD IN UNCERTIFICATED FORM

For the purposes of section 163(1) of Companies Ordinance (Cap. 622)

Notes for Completion of Form NS1

1. If a share certificate for shares in a listed company has been lost, an eligible person may apply to the company for —

(a) a new certificate, if the company issues share certificates for shares in the company; or

(b) the shares to be held by the person in uncertificated form, if the shares in the company may be held in uncertificated form.

This form should be used for such an application.

Eligible person, in relation to shares in a listed company, means —

(a) a registered holder of the shares; or

(b) a person who claims to be entitled to have the person's name entered in the register of members of the company in respect of the shares.

2. (a) Please state the class of shares, i.e. Ordinary, Preference, Deferred or as appropriate.

(b) If separate share certificates have been issued for the shares, please state the share certificate numbers. If the numbers are unknown, please state 'Unknown'.

(c) Please also state the distinguishing numbers of the shares in the appropriate space. If the numbers are unknown, please state 'Unknown'.

(d) 'Latest value' of shares means the value of the shares calculated at the last recorded price paid for shares of the same class in the company at the stock market operated by the Stock Exchange of Hong Kong Limited prior to the making of the application for the new certificate. Please refer to section 164(8) of the Companies Ordinance for details.

(e) Please add up the 'Latest Total Value' of different classes of shares and state the aggregate amount under the item 'Grand Total Value of the Shares'.

Business Registration Number

3. 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 incorporated on or after 27 December 2023 or re-domiciled companies, the business registration number is also adopted as the "No." on the "Certificate of Incorporation" or "Certificate of Re-domiciliation" issued by the Companies Registry respectively.

公司註冊處

表格 **NS3**

擬發出新股份證明書或記錄股份為以無紙形式持有的公告

商業登記號碼

註

公司名稱

2 上述公司現接獲申請，就以下已聲明遺失的股份證明書，要求 該公司發出新股份證明書 * ／ 由申請人以無紙形式持有該等股份 * ：

申請人 (a)	登記持有人 (b)	股份證明書編號 (c)	識別號碼 (d)	股份數目 (e)	股份類別 (f)

在符合以下條件的情況下，本公司可應《公司條例》(第 622 章)第 163 條所指的申請，發出新股份證明書 *／ 在公司成員登記冊內記錄有關股份為以無紙形式持有 *

(a) 本公司已公布第164(2)(a)條所指的公告，而該公告已在一段為期最少一個月的期間內，無間斷地在本公司的網站上提供；*

或

本公司已公布並刊登第164(2)(b)條所指的公告，而該公告已在一段為期最少3 個月的期間內，無間斷地在本公司的網站上提供，並按照第164(3)條於憲報刊登；*

及

(b) 本公司沒有接獲就有關股份而提出的任何其他申索的通知。

本人證明，上述公司已將上述公告的文本交付香港聯合交易所有限公司，並已從該交易所的獲授權人員處取得一份證明書，證明該文本正按照《公司條例》第164(5)條展示。

特此公告。

日期 ： _____

_____ (姓名／名稱)
公司秘書／股份登記員 *

_____ (公司名稱)

* *請刪去不適用者*

《公司條例》(第 622 章)
第 164(1)條規定的

擬發出新股份證明書或
記錄股份為以無紙形式持有的公告

填表須知 — 表格 NS3

附註

1. 上市公司如擬應《公司條例》第163 條所指的申請—
(a) 發出新股份證明書；或
(b) 在公司成員登記冊內，記錄有關股份為以無紙形式持有，
須按照第164 條公布或刊登符合指明格式的公告。本表格是用以公布或刊登公告時使用。

2. 請在適當的空位內述明以下資料—

(a) 申請人的姓名／名稱(如申請人是該等股份的登記持有人，請刪去此欄)；
(b) 於公告日期在公司成員登記冊所載該等股份的登記持有人的姓名／名稱；
(c) 股份證明書的編號；
(d) 股份的識別號碼(如號碼不適用，請刪去此欄)；
(e) 股份的數目，即股份的數量；及
(f) 股份的類別，即普通股、優先股、遞延股或其他類別。

商業登記號碼

3. 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。公司註冊處在 2023 年 12 月 27 日或之後向成立的公司所發出的「公司註冊證明書」，或向經遷冊公司所發出的「遷冊證明書」，亦已採用商業登記號碼作為證明書上的編號。

Form **NS3**

Companies Registry

Notice of Intention to Issue New Share Certificate or Record Shares as being Held in Uncertificated Form

Business Registration Number

Note

Company Name

2 **NOTICE is hereby given that application has been received by the above-mentioned Company for the issue of new certificate(s) * ／ the shares to be held by the applicant in uncertificated form * in respect of the following share certificate(s) which have been declared lost :**

Applicant (a)	Registered Holder (b)	Certificate Number (c)	Distinguishing Number (d)	Number of Shares (e)	Class of Shares (f)

AND TAKE NOTICE that the above-mentioned Company may issue new certificate(s) * ／ record the shares concerned in the Register of Members of the Company as being held in uncertificated form * on application under section 163 of the Companies Ordinance (Cap. 622) if:

**(a) a notice is published under section 164(2)(a) and the notice has been made available on the Company's website throughout a period of at least one month; *
OR
a notice is published under section 164(2)(b) and the notice has been made available on the Company's website throughout a period of at least 3 months and published in the Gazette in accordance with section 164(3); ***

AND

(b) the Company has not received notice of any other claim in respect of the shares.

I certify that the above-mentioned Company has delivered a copy of the above Notice to the Stock Exchange of Hong Kong Limited and that an authorized officer of that company has certified to the Company in writing that the said copy of the Notice is being exhibited in accordance with the provisions of section 164(5) of the Companies Ordinance.

Date : _____

_____
(Name)
Company Secretary／Share Registrar *
of

_____
(Name of Company)

** Delete whichever does not apply*

NOTICE OF INTENTION TO ISSUE NEW SHARE CERTIFICATE OR RECORD SHARES AS BEING HELD IN UNCERTIFICATED FORM

For the purposes of section 164(1) of Companies Ordinance (Cap. 622)

Notes for Completion of Form NS3

1. A listed company that, on an application under section 163 of the Companies Ordinance, intends to —

(a) issue a new share certificate; or

(b) record the shares concerned in the Register of Members of the Company as being held in uncertificated form,

must publish a notice in the specified form in accordance with section 164. This form should be used for the publication of the notice.

2. Please state the following in the appropriate space —

(a) the name of the applicant (If the applicant is the registered holder of the shares, please delete this column);

(b) the name of the person who appears in the Register of Members of the company as the registered holder of the shares at the date of the Notice;

(c) the share certificate numbers;

(d) the distinguishing numbers of the shares (If the numbers are not applicable, please delete this column);

(e) number of shares, i.e. quantity of shares; and

(f) class of shares, i.e. Ordinary, Preference, Deferred or as appropriate.

Business Registration Number

3. 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 incorporated on or after 27 December 2023 or re-domiciled companies, the business registration number is also adopted as the "No." on the "Certificate of Incorporation" or "Certificate of Re-domiciliation" issued by the Companies Registry respectively.

公司註冊處

表格 **NS4**

有關取消原有股份證明書及發出新股份證明書或記錄股份為以無紙形式持有的公告

商業登記號碼

註

公司名稱

❷ 依據《公司條例》(第 622 章)第 165 條的規定，上述公司已取消以下的股份證明書：

登記持有人 (a)	股份證明書編號 (b)	識別號碼 (c)	股份數目 (d)	股份類別 (e)

並由於已取消此等股份證明書，本公司已 發出以下新股份證明書 */ 在公司成員登記冊內記錄以下股份為由登記持有人以無紙形式持有 * ：

			已發出的新股份證明書(如適用)	
新股份證明書持有人／以無紙形式持有的登記持有人 (f)	股份數目 (d)	股份類別 (e)	新股份證明書編號 (g)	識別號碼 (c)

本公告的文本已交付香港聯合交易所有限公司。

特此公告。

日期 ： _____

(姓名／名稱)
公司秘書／股份登記員 *

(公司名稱)

* *請刪去不適用者*

《公司條例》(第 622 章)
第 166(1) 條規定的

有關取消原有股份證明書及
發出新股份證明書或記錄股份為以無紙形式持有的公告

填表須知 — 表格 NS4

附註

1. 凡上市公司應《公司條例》第163 條的申請—
(a) 發出新股份證明書；或
(b) 在公司成員登記冊內，記錄有關股份為以無紙形式持有，
該公司須按照該條例第166(1)條，公布及刊登符合指明格式的公告。本表格是用以公布及刊登此項公告時使用。

2. 請在適當的空位內述明以下資料—

(a) 於原有股份證明書被取消之前，在公司成員登記冊所載該等股份的登記持有人的姓名／名稱；
(b) 原有股份證明書的編號；
(c) 股份的識別號碼(如號碼不適用，請刪去此欄)；
(d) 股份的數目，即股份的數量；
(e) 股份的類別，即普通股、優先股、遞延股或其他類別；
(f) (i) 獲發給新股份證明書的人的姓名／名稱；或
(ii) 在公司成員登記冊內記錄為以無紙形式持有該等股份的人的姓名／名稱；及
(g) 如已發出新股份證明書，新股份證明書的編號。

商業登記號碼

3. 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。公司註冊處在 2023 年 12 月 27 日或之後向成立的公司所發出的「公司註冊證明書」，或向經遷冊公司所發出的「遷冊證明書」，亦已採用商業登記號碼作為證明書上的編號。

Companies Registry

Form **NS4**

Notice of Cancellation of Original Share Certificate and Issue of New Certificate or Recording of Shares as being Held in Uncertificated Form

Business Registration Number

Note

Company Name

2 **NOTICE is hereby given that pursuant to the provisions of section 165 of the Companies Ordinance (Cap. 622), the above-mentioned Company has cancelled the following share certificates :**

Registered Holder (a)	Certificate Number (b)	Distinguishing Number (c)	Number of Shares (d)	Class of Shares (e)

and having cancelled such certificates, the Company has issued the following new share certificates * / recorded in the Register of Members of the Company that the following shares as being held by the registered holder in uncertificated form * :

			New Share Certificates Issued (if applicable)	
Holder of New Share Certificate / Registered Holder in Uncertificated Form (f)	Number of Shares (d)	Class of Shares (e)	New Certificate Number (g)	Distinguishing Number (c)

A copy of this Notice has been delivered to The Stock Exchange of Hong Kong Limited.

Date : _____

_____
(Name)
Company Secretary / Share Registrar *
of

_____
(Name of Company)

** Delete whichever does not apply*

NOTICE OF CANCELLATION OF ORIGINAL SHARE CERTIFICATE AND ISSUE OF NEW CERTIFICATE OR RECORDING OF SHARES AS BEING HELD IN UNCERTIFICATED FORM

For the purposes of section 166(1) of the Companies Ordinance (Cap. 622)

Notes for Completion of Form NS4

1. A listed company that, on an application under section 163 of the Companies Ordinance —
   (a) issues a new share certificate; or
   (b) records the shares concerned in the Register of Members of the Company as being held in uncertificated form,

   must publish a notice in the specified form in accordance with section 166(1). This form should be used for the publication of the notice.

2. Please state the following in the appropriate space —

   (a) the name of the person who appeared in the Register of Members of the Company as registered holder of the shares prior to the cancellation of the original share certificates;
   (b) the original share certificate numbers;
   (c) the distinguishing numbers of the shares (If the numbers are not applicable, please delete the column);
   (d) number of shares, i.e. quantity of shares;
   (e) class of shares, i.e. Ordinary, Preference, Deferred or as appropriate;
   (f) the name of the person —
      (i) to whom the new share certificates have been issued; or
      (ii) who is recorded in the Register of Members of the Company as holding the shares in uncertificated form; and
   (g) if new share certificates have been issued, the new share certificate numbers.

   Business Registration Number

3. 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 incorporated on or after 27 December 2023 or re-domiciled companies, the business registration number is also adopted as the "No." on the "Certificate of Incorporation" or "Certificate of Re-domiciliation" issued by the Companies Registry respectively.