

Company Formation

To set up a company in Hong Kong, please simply fill in the forms and documents prepared by us.

Unlimited Company in Hong Kong

Form a new company: HK\$3,000

- ✧ Unlimited company means Sole proprietorship or Partnership company
- ✧ Government forms preparation and submission
- ✧ Collection of Business Registration certificate (BR)
- ✧ Include Business Registration fees

Limited Company in Hong Kong

Form a new company: HK\$6,800

Buy a ready-made company: HK\$6,800

- ✧ Company name search
- ✧ Government forms preparation and submission
- ✧ Share certificates and statutory register
- ✧ 3 company chops (round, authorized signature and common seal)
- ✧ Collection of Business Registration certificate (BR)
- ✧ Collection of Certificate of Incorporation (CI)
- ✧ Memorandum & Articles of Association (20 sets)
- ✧ CPA Certified True Copy (1 set)
- ✧ Include Government fees
- ✧ Include Business Registration fees

Company Secretary

Every Hong Kong limited company must appoint a Company Secretary. In accordance with the Hong Kong Companies Ordinance, if the company secretary is an individual, he/she must ordinarily reside in Hong Kong; if it is a corporate, its registered office or place of business must be in Hong Kong.

Company Secretary

Service Fee: HK\$2,500

- ✧ Acting as Company Secretary (compulsory role for a limited company)
- ✧ Advice on the required filing to the Government
- ✧ Annual general meeting minutes preparation
- ✧ Preparation and submission of annual return
- ✧ Change of registered address
- ✧ Change of directors

Other Company Secretary Services (one-time fee *)

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| ✧ Annual return preparation and submission | HK\$1,000 |
| ✧ Business registration certificate renewal | HK\$300 |
| ✧ Preparation of minutes | HK\$800 |
| ✧ Change of registered address | HK\$500 |
| ✧ Change of director | HK\$800 |
| ✧ Share transfer | HK\$1,000 |
| ✧ Share allotment / Change of share capital | HK\$1,000 |
| ✧ Change of company name | HK\$1,000 |
| ✧ Deregistration | HK\$4,000 |

* Exclude government fees and/or stamp duty if any