

CITIZEN'S SECRETARIAL SERVICES LIMITED

Company Secretarial and Accounting Services

Tel: (852) 2544 2323 Fax: (852) 2543 9762



人人秘書服務有限公司

(Operated by T. K. Lo & Company CPAs)

Sent To 致: _____ Fax: _____

Our Contact 聯絡人: _____ Tel: _____ E-mail: _____

FORMATION OF OVERSEAS LIMITED COMPANY INSTRUCTION

成立海外註冊有限公司委託書

1. Place of Incorporation & Applied Share Capital (within US\$50,000) 註冊地點及認購股份(US\$50,000 內):

Place of Incorporation 註冊地點	Total Nominal Value 總面值	Number of Shares 股份數目	Each Share Nominal Value 每股面值

2. Proposed Company Name 擬定公司名稱 :

	English Name 英文名稱	Chinese Name 中文名稱
First Choice 首選		
Second Choice 次選		
Third Choice 三選		

3. Correspondence Address 通訊地址 :

4. Principal Activity & Fund Source 主要業務及資金來源 :

5. Information for each Shareholder & Director is enclosed. 各股東及董事之資料現隨同附上。

I confirm that the information submitted are true and correct and hereby appoint you to undertake the formation of a **new overseas company** at fee totally HK\$ _____. Deposit HK\$ _____ is payable now for the expenditure of application. 本人提供的資料皆真實及正確,同意委託閣下成立一間**新的海外公司**,其服務費共港幣 _____ 元。現先繳付定金港幣 _____ 元用作申請支出。

Instructed by 委託人: _____ Dated 日期 : _____

Tel: _____ Fax: _____ E-mail: _____

Information of Shareholders & Directors 股東及董事之資料

Please provide readable copies of Identify Card or Passport together with Residential Address proof, eg recent utilities bills or bank statement. 請提供清晰的身份証或護照及住址證明(如近期的水電費或銀行月結單)等影印本。

Name 姓名	Shareholding 股份%	Address 地址
Occupation 職業	Act as Director (Y/N) (是/否)本公司董事	
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Note: If any party above is of body corporate, please provide copy of certificate of incorporation and information of its ultimate individual beneficial owner. 如上述人士屬法人團體,請提供清晰的註冊證明影印本及最終擁有人資料。