**註冊香港無限公司專業服務申請表**

**Hong Kong Unlimited Company Registration Service Application Form**

**注意!** Easy Marketing®將根據客戶於此申請表上填寫地址的語言 (中文或英文) 製備公司章程細則，需要中文版本之公司章程細則的客戶必須劃一以中文填寫所有地址!
**ATTENTION!** The Company’s Articles of Association will be prepared in the same language (Chinese or English ONLY) as all addresses
provided by client on this application form. For Chinese version, please make sure to fill in all addresses in Chinese!

| **公司資料　Company Information** |
| --- |
| 擬註冊公司名稱Proposed Company Name*(見附件一填寫表格指引)**(See Guidelines in Appendix A)* | 英文名稱English Name |  t |
|
| 中文名稱Chinese Name |  t |
|
| 擬註冊公司地址Proposed Company Registration Address | 所有地址必須以各單字首字為大楷及全寫寫出, 並以同一語言填寫 (中文或英文)All addresses must be written in the same language (Chinese/English), full form. First letter in each word should be capitalizedShop/Room, Floor, Commercial/Industrial BuildingStreet No.Complex/Community, DistrictHong Kong |
| ☐ Easy Marketing® 提供之 **荃灣** 商業地址 **Tsuen Wan** commercial address provided by Easy Marketing☐ Easy Marketing® 提供之 **葵芳** 商業地址 **Kwai Fongt** commercial address provided by Easy Marketing☐ Easy Marketing® 提供之 **火炭** 商業地址 **Fo Tan** commercial address provided by Easy Marketing☐ Easy Marketing® 提供之 **中環** 商業地址 **Central** commercial address provided by Easy Marketing |
| 業務性質\*Business Nature\* |   |
| 最多可填寫三項業務性質，不可填寫機構。Maximum of 3 natures. Cannot be Corporation |
| 開業日期 Business Commenced Date | 日期　Date: *必須為提交文件日或之前一個月內 Must be date of submission or one month prior to submission* |

| **東主、合夥人、公司連絡人資料** **Sole Proprietor, Partner, Company Contact Person Information** |
| --- |
| 申請人身份Applicant’s Position | ☐主要聯絡人　 Main Contact | ☐東主 Sole Proprietor ☐ 合夥人 Partner |
| 英文姓名Full Name in English | )  |
| 中文姓名Full Name in Chinese |   | 性別Gender |   |
| 身份證/護照號碼I.D. / Passport No. |   | 簽發國家Issuing Country |   |
| 聯絡電話Contact Number |   | 手提電話Mobile Number |   | ☒☐ **WhatsApp** |
| 住址/聯絡地址Residential / Correspondence Address |   | 即時通訊軟體Instant Messenger |   |
| 用戶名/號碼AC Name / No. |   |
| 電郵地址 E-mail |   |
| **若申請人多於兩位，每增加一位申請人之附加費用為HKD100。　An additional of HKD100/person will be charged if there are more than 2 applicants.** |

注意：必須填寫此申請表內所有空格 (不適用者請以“N/A”表示)
Caution: All boxes on this application form must be filled out (if not applicable, put “N/A”)

請在適當的方格內填上()號或(x)號以表示你的選擇
 Please check () or cross (x) the appropriate box to indicate your preference

| **東主、合夥人、公司連絡人資料** **Sole Proprietor, Partner, Company Contact Person Information** |
| --- |
| 申請人身份Applicant’s Position | ☐主要聯絡人　 Main Contact | ☐東主 Sole Proprietor ☐ 合夥人 Partner |
| 英文姓名Full Name in English | )  |
| 中文姓名Full Name in Chinese |   | 性別Gender |   |
| 身份證/護照號碼I.D. / Passport No. |   | 簽發國家Issuing Country |   |
| 聯絡電話Contact Number |   | 手提電話Mobile Number |   | ☒☐ **WhatsApp** |
| 住址/聯絡地址Residential / Correspondence Address |   | 即時通訊軟體Instant Messenger |   |
| 用戶名/號碼AC Name / No. |   |
| 電郵地址 E-mail |   |
| **若申請人多於兩位，每增加一位申請人之附加費用為HKD100。　An additional of HKD100/person will be charged if there are more than 2 applicants.** |

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| 中文姓名Full Name in Chinese |   | 性別Gender |   |
| 身份證/護照號碼I.D. / Passport No. |   | 簽發國家Issuing Country |   |
| 聯絡電話Contact Number |   | 手提電話Mobile Number |   | ☒☐ **WhatsApp** |
| 住址/聯絡地址Residential / Correspondence Address |   | 即時通訊軟體Instant Messenger |   |
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 Please check () or cross (x) the appropriate box to indicate your preference

| **申請及繳費注意事項 Important Notes for Application and Payment** |
| --- |
| 1. 填妥並簽署申請表後，需連同以下證明文件與申請表一併電郵/傳真/郵寄至本公司:Please submit the completed and signed application form along with the following information to us by email/fax/mail:
	* **所有申請人之身份證件** **Hong Kong Identity Card or Passport copy of all applicant(s).**
	* **所有申請人之住址證明** **Proof of Residential Address of all applicant(s).**
	* **公司註冊證明書及商業登記證** **The Applicant’s Certificate of Incorporation and Business Registration Certificate (如申請人屬法人團體**  **Only applies to corporation applicants)**
2. 成功遞交所需申請文件後本公司將檢查申請表內資料並進行公司名稱查冊，確定名稱未被已註冊之公司使用後將電郵報價單給閣下，完成付款手續後需將有關付款證明電郵/傳真/郵寄至本公司。本公司確認收到相關款項後服務方可生效。After successfully submit all required application documents, we will perform a Company Name Search to ensure the proposed Company Names are not yet used by other existing limited companies and send you the quotation for payment purposes. You will be required to return the payment information via email/fax/mail. Service starts ONLY when payment is made and verified.
3. 繳費方式 Payment Method (請先與Easy Marketing職員確認總金額 Please contact Easy Marketing to confirm the total cost):
	* **現金 Cash** 前往本公司以現金繳費　 Paying by Cash in Person
	* **存款 Cash Deposit** 存款到本公司之匯豐銀行戶口 Making Cash Deposit to Our HSBC Account
	* **支票 Cheque** 前往本公司遞交/郵寄/入票 Bringing Payment Cheque to us in Person/by Post
	* **轉賬Bank Transfer** ① 匯豐銀行 Transferring Fund from HSBC Account② 非中銀戶口 (客戶自付銀行手續費) Transferring Fund from Other Banks (Bank Handling Fee paid by client)

*如以遞交支票形式付款，支票抬頭請寫上「****易推廣有限公司****」或「****Easy Market Limited****」，並於支票背面後寫上貴公司名稱。如以存入支票形式付款，請根據以上指示，存入支票後來於銀行收據背面寫上貴公司名稱並將正本或副本交回本公司。*For Cheque Payment, please make cheque payable to “Easy Market Limited” and write your company name on its back.For Cheque Payment, please follow the instructions above and write your company name on the back of the bank receipt, then return it (original copy OR photocopy) to us.銀行賬戶詳細資料 Bank Account Detailed Information (以非港幣繳付費用之客戶請先向Easy Marketing職員索取外幣戶口資料For non-HKD payments, please obtain the Foreign Currency Bank Account information from Easy Marketing before making a payment):帳戶名稱 Account Name: **Easy Market Limited *易推廣*有限公司**銀行名稱 Bank Name: **HSBC 匯豐銀行**港幣戶口 HKD Account: **521-092809-838** |

在以下兩項陳述前方之空格內加上剔號“*✓* ”或交叉“x”、於橫線上簽署、填上簽署人姓名及簽署日期後方可遞交申請。
This application form can only be submitted after ticking the 2 boxes, signing above the line, filling in signer’s name and signature date below.

☐　本人茲證實上述資料確實無誤，並已閱讀及同意本申請表 (包括附件一及“條款和條件”) 內所列之所有條款和條件。

　　I declared that the information given above is true and accurate in each and every respect. I have read the application form (including Appendix A, B, C, D and “Terms and Conditions”) and agree to all of the terms and conditions stated in it.

☐　本人明白及同意所有費用 (包括所有政府收費及服務費) 於繳付予Easy Marketing後一概不能退還。

　　I understand and agree that all fees (including government charges and service fees) cannot be refunded after payment has been made.

|   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_客戶簽署　Applicant’s Signature | 客戶姓名 Name： 日期 Date ：  |
| --- | --- |

請問閣下從以下哪些途徑得知**「Easy Marketing」**? How did you hear about “Easy Marketing”?

| ☐ | 電視廣告TV Advertisement | ☐ | Youtube廣告 | ☐ | 巴士廣告 (路訊電視)Bus Ad. (Road Show) | ☐ | 面書Facebook | ☐ | 的士Taxi |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ☐ | 網絡搜索Web Search | ☐ | 別人介紹Referral | ☐ | 展覽Exhibition | ☐ | 宣傳單張Leaflets | ☐ | 其他Others:  |

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請在適當的方格內填上(✓)號或(x)號以表示你的選擇　Please check (✓) or cross (x) the appropriate box to indicate your preference