



## Hong Kong Company Incorporation Procedures and Fees

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### Hong Kong Company Incorporation Procedures and Fees

*Unless otherwise indicated, the Hong Kong company stated in this fees schedule refers to a private company limited by shares formed and incorporated in Hong Kong in accordance with the Hong Kong Companies Ordinance. This fees schedule applies to companies to be registered during the period from 1 January 2020 to 31 March 2021.*

#### Summary

Our fees for the formation and **registration of a private company limited** by shares Hong Kong are USD800. The fees quoted include our professional registration service, payment of official filing fee and first year business registration fee to the Hong Kong Government.

For the purpose of **registering a company in Hong Kong**, you will need to provide us with the proposed name and the amount of registered capital, identity proof, such as Hong Kong identity card or passport or Certificate of Incorporation, and address proof, such as utility bill or address of registered office, of each person who will be the shareholder, director, company secretary and designated representative of the proposed new company.

The registration of a private company limited by share in Hong Kong can be completed within the same day, if both the shareholder and director are Hong Kong residents or Hong Kong registered company and the shareholder and director can come to our Hong Kong office to sign the incorporation documents. If the shareholder and/or director is another corporation registered outside Hong Kong, the whole process could take up to 5 working days.

If so requested, Chinastar can help assist you to open a bank account in Hong Kong or Singapore for your new Hong Kong company. our fees for this service are USD800. In any case when the bank turns down our application and that the bank account cannot be opened successfully, client has the choices of having Chinastar to try a second bank or a refund of half of the service fee for bank account opening.

If the business to be carried out in Hong Kong requires extra licence or permit, we can help apply for such licence or permit and our fees will be quoted upon request.

### **1. Hong Kong Company Registration Fees**

Our fee for the registration of a private company limited by shares with standard Articles of Association is USD800. Detailed of our services are listed below.

- (1) Answering your questions regarding the registration of a company in Hong Kong and providing suggestions, if appropriate;
- (2) Name availability check;
- (3) Preparation of Articles of Association and other incorporation documents;
- (4) Submit the incorporation documents to the Companies Registry;
- (5) Preparation of compliance corporate kit, including corporate stamps, share certificates, registers and minutes book;
- (6) Minutes of first board meeting/Written resolution;
- (7) Payment of first year business registration fee;
- (8) Payment of official registration fee.

The fees stated are exclusive of delivery charge, if any.

The fee quoted above already accounted for the waive of business registration of HKD2,000 during the period from 1 April 2019 to 31 March 2022.

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