



信諾會計商業服務

SINO ACCOUNTING
& CORPORATE SERVICE

Rm. 305, 3/F., Wing Tuck Comm. Centre,
177-183 Wing Lok St., Sheung Wan, Hong Kong

TEL : (852) 3708 0000

FAX : (852) 3011 5200

WEBSITE: www.taxation-hk.com

Form on changes of directors and shareholders

Contact : _____ Email : _____
Tel : _____ Fax : _____

Company name (English) : _____
(Chinese) : _____ Incorporation date : _____
Company number : _____ Business Reg.No : _____

Did your company carry on business before? Yes / No

If Yes, The date that your Company latest audit report was made up to: _____

	Current	changes	After changes
Total authorized share capital	()	()	()
	Shares held	Share changes (+ / -)	Shares held
Shareholders' names			
_____ (English)	()	()	()
_____ (中文)			
_____ (English)	()	()	()
_____ (中文)			
_____ (English)	()	()	()
_____ (中文)			
Total Issued	()		()

Share transfer effective Date will be preset as: The date documents sent to Stamp Duty Office.
Please contact us if you have any questions on the effective date.

New / Resigning director (Please delete as appropriate)*

Name (English) : _____ ID / passport / CI number* : _____
(Chinese) : _____ Issuing country : _____
Correspondance : _____

New / Resigning director (Please delete as appropriate)

Name (English) : _____ ID / passport / CI number* : _____
(Chinese) : _____ Issuing country : _____
Correspondance : _____

Declaration: We would like Sino Accounting to prepare documents regarding the above-mentioned service.
We understand once Sino Accounting has prepared all relevant documents, the service, due to whatever reasons *from me / our company*, is cancelled, we still have to pay the service fee.

Date : _____

Signature : _____

信實可靠 專業承諾

Professional Quality at Competitive Price