

# Hong Kong



## Schedule of Fees

Registration and administration of companies

Cost, €  
The prices exclude VAT

### ◆ Registration

1	<ul style="list-style-type: none"> <li>• Company name approval</li> <li>• Preparation of documents for company incorporation, drafting of Articles of Association</li> <li>• Filling out of the registration forms</li> <li>• Registration of company in the Companies Registry</li> <li>• Receipt of incorporation documents</li> <li>• Issue of Corporate Register and Share certificate, preparation of Trust Deed</li> <li>• Payment of fees and duties related to the registration</li> </ul>	499
---	--	-----

### ◆ Nominee and related services

2	Business Registration Certificate .....	255
3	Nominee Shareholder (legal entity)	
	Per month .....	39
	Per year .....	394
4	Nominee Shareholder (physical person)	
	Per month .....	79
	Per year .....	797
5	Director (legal entity)	
	Per month .....	79
	Per year .....	797
6	Director (physical person) <sup>1</sup>	
	Per month .....	129
	Per year .....	1299
7	Secretary service:	
	<ul style="list-style-type: none"> <li>• Registered Office</li> <li>• Incumbency Certificate, Share Certificate, Corporate Register</li> <li>• Assistance in communication with the courts, tax authorities, banks</li> <li>• Signing and archiving of the documents</li> <li>• Receipt and archiving of correspondence</li> <li>• Compliance, KYC and AML monitoring</li> </ul>	
	Per month .....	59
	Per year .....	595

<sup>1</sup> According to the new Company Ordinance private companies must appoint one natural person as a physical director

8	Company seal .....	59
9	Power of Attorney (excluding notary certification / certified true copy and Apostille) .....	99
10	Power of Attorney (including notary certification / certified true copy and Apostille) .....	149

## ◆ Certificates and incorporation documents

11	Certificate of Continuing Registration (equivalent to Certificate of Good Standing) .....	149
12	Additional set of Incorporation documents under Apostille .....	499
13	Additional Articles of Association	
	Under Apostille .....	99
	No Apostille .....	129
14	Apostille per document .....	25
15	Notary certification per document .....	479
16	Notary certification per several documents (two and more) .....	479
17	Notary certification per document under Apostille .....	499
18	Notary certification per several documents (two and more) under Apostille .....	499

## ◆ Change in company structure

19	Change of company name .....	249
20	Change of company address .....	249
21	Change of Director .....	249
22	Change of Shareholder: sale-purchase of shares inside the group with an instrument of transfer (excluding government fees depending on company's activity and value of share) .....	249
23	Change of Beneficial owner .....	990
24	Amendments to the Articles of Association .....	449
25	Additional Issue of shares (excluding government fees) .....	249
26	Reduction of share capital (excluding government fees and court costs) .....	499
27	Company liquidation (winding up), excluding liquidator's fee .....	2990
28	Obtaining confirmation of offshore status .....	from 1990
29	Company deregistration (strike off) .....	449
30	Restoration of the company (excluding government fees and court costs) .....	249
31	Company transfer to another service provider .....	199
32	Change of company details or client in bank's records .....	249

## ◆ Other registration procedures

33	Company search at the Registrar of Companies	
	Certified by the Registry .....	49
	Under Apostille .....	79
34	Receiving LEI code (including registration fee) .....	399
35	Annual maintenance / renewal of the LEI code (including fee) .....	249

## ◆ Other services

36	Support in opening of a bank account .....	1490
37	Documents delivery / per delivery .....	from 60
38	Legal consulting (1 hour) .....	250

## ◆ Bookkeeping

39	Bookkeeping (up to 10 transactions per month)	
	Per month .....	99
40	Support of audit .....	30% of the audit expenses

## ◆ Penalties for late payment

41	1 month (% of invoice amount) .....	10%
	2 months (% of invoice amount) .....	20%
	3 months (% of invoice amount) .....	30%
	Over 3 months .....	termination of service

Ready to start? Contact us: