

(Updated: 1/10/2009)

COMPANY INCORPORATION SERVICES

LIMITED COMPANY INCORPORATION SERVICES

- Registration of Members, Shareholders and Directors
- Certificate of Incorporation (CI)
- Business Registration Certificate (BR)
- 20 x Memorandum & Articles of Association (M&A)
- 20 x Copies of Share Certificate
- 1 x Statutory Book
- 1 x Common Seal
- 1 x Pre-ink Rectangular Chop
- 1 x Document Holder



Descriptions	Service Fees
Express Incorporation Service (Shelf company / 3-5 working days)	HK\$4,200
Standard Incorporation Service (New company / 10-14 working days)	HK\$4,000

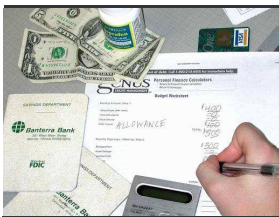
Business Registration Fee & Levy NOT included.

SHARE CAPITAL

Our above incorporation fees include stamp charge of HK\$10,000 of shares (minimum capital: HK\$1). If you require a registered capital of over HK\$10,000, the additional charge is calculated as follow:

- Additional registered capital x 0.1%

MINIMUM REQUIREMENTS OF SETTING UP A LIMITED COMPANY



- Minimum 1 Director (Any Nationality)
- Minimum 1 Shareholder (Any Nationality)
- 1 Company Secretary (Either a Hong Kong Permanent Resident or a Registered Hong Kong Limited Company)
- ID or Passport copies of all director(s) and shareholder(s)

UNLIMITED COMPANY FORMATION SERVICE

- Business Registration Certificate (BR)
- 1 x Pre-ink Circular Chop

Descriptions	Service Fees
Unlimited Company Formation Service	HK\$600

Business Registration Fee & Levy NOT included.

ROFTA BUSINESS CENTRE LIMITED

Tel: (852) 3181 4333 Fax: (852) 3181 4388
9/F, CLI Building, 313 Hennessy Road, Wanchai, Hong Kong

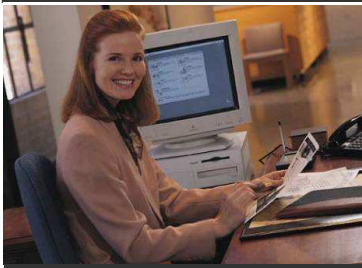
諾樺商務中心有限公司

電話: (852) 3181 4333 傳真: (852) 3181 4388
香港灣仔軒尼詩道 313 號中國人壽大廈 9 樓

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COMPANY SECRETARIAL SERVICES

ANNUAL COMPANY SECRETARIAL SERVICES



- Acting as the Company Secretary on behalf of your company
- Annual Return
- Change of Directors, Registered Address and Other Company Details
- Preparation of Board Meeting Records
- Provision of Certified True Copies of Documents
- Advices on Company Law, Accounting & Taxation

Descriptions	Service Fees
Annual Company Secretarial Package (First Year)	HK\$2,000
Annual Company Secretarial Package (Renewal)	HK\$1,800

The above fees do not include government charges. Please refer to the HKSAR Government Website for detail.

ON-DEMAND COMPANY SECRETARIAL SERVICES

Descriptions	Service Fees
Annual Return	HK\$900 / Job
Change of Director	HK\$400 / Person
Change of Company Secretary	HK\$400 / Job
Change of Shareholder / Transfer of Shares	HK\$800 / Person
Increase of Share Capital	HK\$800 / Job
Change of Registered Office	HK\$400 / Job
Change of Company Name	HK\$800 / Job
Deregistration of Company	HK\$2,200
Business Registration Details Enquiry (Information only)	HK\$300 / Job
Business Registration Details Enquiry (Certified documents)	HK\$400 / Job
Branch Office Registration	HK\$400
Certified True Copies of Documents	HK\$300 / Job
Reissue of Certificate of Incorporation (CI)	HK\$300
Reissue of Business Registration Certificate (BR)	HK\$300

The above fees do not include government charges. Please refer to the HKSAR Government Website for details.

BUSINESS-STARTER'S VALUE PACKAGE

Enjoy further HK\$200 discount on purchasing our Company Incorporation, Annual Company Secretarial & Virtual Office Mail Services at the same time!