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T: +65 6438 0116**New York, USA**202 Canal Street
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T: +1 646 850 5888**Summary of Features of Hong Kong Company (Limited by Shares)**

General Information	
Company Law	Companies Ordinance, Cap. 622
Type of Company	Private Company Limited by Shares
Language of Legislation and Corporate Documents	Chinese or English or Both
Taxation of Foreign Profits	Nil
Exchange Controls	None
Length of Time to Incorporate	1 working day / 5 working days
Shelf Companies Available	Yes

Corporate Names	
Name Restrictions	Names identical, similar or offensive words
Endings and Abbreviations Required	"Limited" word must be used completely
Length of Time to Verify Name Availability	One working day
Reservation of Names Permitted	No
Language of Name	Chinese or English or Both
Words Need Consent or Approval	Chamber of Commerce, Kaifong, Levy, Savings, Tourist Board, Tourist Association, Trust and Trustee

Capital and Shareholders	
Minimum Number of Shareholders	One
Local Shareholders Required	No
Corporate Shareholders Permitted	Yes
Disclosure of Shareholders	Yes
Minimum Paid-up Capital Required	There is no minimum stated. Standard paid-up capital is usually HKD1 or HKD10,000
Bearer Shares Permitted	No
Registered Shares Permitted	Yes
No Par Value Shares Permitted	Yes

Directors and Officers	
Minimum Number of Directors	One Nature Person
Qualifications of Directors	At least 18 years old
Local Director Required	No
Officers Required	Company Secretary
Corporate Directors/Officers Permitted	Yes

Meetings	
Location of Directors and Shareholders Meetings	Anywhere
Quorum required for purposes of meetings	Determine by Company's Articles of Association
Written Resolution Allowed	Yes

Local Requirements	
Qualified Registered Office/Agent	Yes
Filing Register of Shareholders to Government	No
Filing Register of Directors to Government	No
Filing Register of Charges to Government	No
Filing Significant Controllers Register to Government	No
Register of Directors/Members/Charge to be kept at Registered Office	Optional. The company may file a "Notification of Location of Registers" to keep them somewhere else in Hong Kong
Significant Controllers Register to be kept at Registered Office	Optional. The company may file a "Notification of Location of Registers" to keep them somewhere else in Hong Kong
Copy of Minutes to be kept at Registered Office	Optional. The company may file a "Notification of Location of Registers" to keep them somewhere else in Hong Kong
Company Seal Required	Optional

Annual Requirements	
Minimum Annual Government fee	Annual Return statutory filing fee and business registration fee of HKD105 and HKD2,250 respectively
Annual Government Fee Due Date	Company's Anniversary Date
Applicable Surcharges	Varies (depending on payment date)
Filing Annual Returns	Yes
Preparing Annual Audited Accounts	Yes

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Filing Tax Return	Yes
Filing Employer Return	Yes
Hold Annual General Meeting	Yes

Other Relevant Information	
Member of Apostille of the Hague Convention	Yes
Redomiciliation	Not Allow
Reinstatement at Registry	Allow
Removal from Registry	Deregistration, striking off, voluntary liquidation, creditors liquidation, winding up by Court

Hong Kong Company Incorporation Package #HKLC05 Completed Package

If you wish to obtain more information or assistance, please visit the official website of Kaizen CPA Limited at www.kaizencpa.com or contact us through the following and talk to our professionals:

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