



NOTICE

Companies Registry to resume normal public services starting from 15 September

To align with the announcement by the Government on 10 September to resume normal public services from 15 September, **the Companies Registry will resume normal services from 15 September** while continuing to implement targeted measures to reduce social contact and to apply infection control measures. Details of the normal service hours of the Registry are set out in **Annex**.

To achieve social distancing with a view to reducing the risk of the spread of the COVID-19 virus in the community, the Registry advises customers to continue to deliver documents electronically or by post. The Registry's services on registration of documents and public search services will continue to be provided electronically through the "e-Registry" (www.eregistry.gov.hk), Cyber Search Centre (www.icris.cr.gov.hk) and the website of the Registry for Trust and Company Service Providers (www.tcsp.cr.gov.hk).

For enquiries, please call 2867 2600 or contact us at email: creng@cr.gov.hk.

Companies Registry
11 September 2020

Companies Registry at Queensway Government Offices

Service	Address *	Telephone Numbers	Service Hours
Enquiry Hotline (IVRS)		(852) 2234 9933	24-hour
Customer Service	15/F	(852) 2867 4507	Monday to Friday 8:30 a.m. – 12:45 p.m. 1:45 p.m. – 5:45 p.m.
Receipt of documents in hard copy form and fees	14/F	(852) 2867 2600 #	Normal Service Monday to Friday 8:45 a.m. – 12:30 p.m. 2:00 p.m. – 5:00 p.m. Limited Service (Each customer can deliver only up to six documents at one time) Monday to Friday 12:30 p.m. – 2:00 p.m. 5:00 p.m. – 5:30 p.m.
Receipt of applications and fees in relation to Money Lenders licences	13/F	(852) 2867 2634	Monday to Friday 8:45 a.m. – 12:45 p.m. 1:45 p.m. – 5:00 p.m.
Registration of local companies and non-Hong Kong companies	14/F	(852) 2867 2587	Monday to Friday 8:30 a.m. – 12:45 p.m. 1:45 p.m. – 5:45 p.m.
Change of names of companies	14/F	(852) 2867 2587	Collection of Certificates Counters Monday to Friday 8:30 a.m. – 5:45 p.m.
Registration of general documents	12/F	(852) 2867 4579 #	
Registration of documents relating to charges and liquidation	13/F	(852) 2867 2578	
Deregistration of companies	14/F	(852) 2867 4699	
Money Lenders licences	13/F	(852) 2867 2634	
Electronic Search Services <ul style="list-style-type: none"> Cyber Search Centre (www.icris.cr.gov.hk) Company Search Mobile Service (www.mobile-cr.gov.hk) 		(852) 8201 8273 +	24-hour

Service	Address *	Telephone Numbers	Service Hours
• Public Search Centre	13/F	(852) 2867 2571 #	<u>Search Stations, Collection Counters and Shroff Office</u> Monday to Friday 8:45 a.m. – 5:30 p.m.
e-Registry Services (www.eregistry.gov.hk) and “CR eFiling” Mobile App		(852) 8201 8273 +	24-hour

* *Queensway Government Offices, 66 Queensway, Hong Kong.*

Operator services provided by 1823 on a 24-hour basis

+ *Operator services provided by Helpdesk on a 24-hour basis*

Registry for Trust and Company Service Providers at One Kowloon

Service	Address	Telephone Number	Service Hours
Receipt of applications, notifications and documents in hard copy form and fees	Unit 1208, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon, Hong Kong	(852) 2867 2600 #	Monday to Friday 8:45 a.m. – 5:30 p.m.
Enquiries relating to licensing matters			Monday to Friday 8:30 a.m. – 5:45 p.m.
Online submission of applications and inspection of the Register of Trust or Company Service Provider Licensees (www.tcsp.cr.gov.hk)			24-hour

Operator services provided by 1823 on a 24-hour basis