

Notification of Changes (HKAS 009 Annex I)

(Please tick the box or boxes below as appropriate and provide the information / supporting documents as required.)

For Office Use

(1) Change in Ownership or Name of Organisation

1.1 Change in name of organisation

Please provide the following information with this form.

- (i) For local or non-Hong Kong companies registered with the Registrar of Companies

A copy of the 'Certificate of Change of Name' (Cap 622 s107) for local companies or a fresh certificate containing the new name of the company for an overseas company (Cap 622 s785), both issued by the Registrar of Companies

- (ii) For sole-proprietorship or partnership business, or incorporated companies which use a business name different from its corporate name for the accredited organisation

A copy of the business registration certificate amended by the Business Registration Office of Inland Revenue Department

- (iii) For both (i) and (ii), a copy of Certificate of Incorporation

1.2 Change in legal identity

(e.g. the business of the organisation has been taken over by another legal entity)

Please note that the accreditation granted by HKAS to a legal entity is not transferrable to another legal entity. If your organisation intends to obtain accreditation after the change in legal entity, the following steps should be taken:

- (i) An initial application for accreditation from the new legal entity has to be provided to HKAS Executive, together with details of changes made or to be made and a report on how the operation of the organisation will be affected. The original legal entity should notify HKAS Executive that it wishes to terminate its accreditation by filling Annex VIII of HKAS 009.
- (ii) If the accreditation for the new legal entity is to be granted under the original registration number, a written request from the new legal entity has to be provided to HKAS Executive. The original legal entity is also requested to write a letter to HKAS Executive expressing that it has no objection to granting accreditation to the new legal entity using the original registration number.
- (iii) Provide a copy of the Certificate of Incorporation of the original (if applicable) and new legal entity.

1.3 Other change in legal, commercial or organisational status

(e.g., mergers, company dissolutions, bankruptcies, compulsory or voluntary liquidation or any other matters concerning the Official Receiver)

Description and details of the change

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