



公 司 註 冊 處
COMPANIES REGISTRY

香港金鐘道六十六號
金鐘道政府合署十三樓
QUEENSWAY GOVERNMENT OFFICES
13TH FLOOR, 66 QUEENSWAY
HONG KONG
www.cr.gov.hk

檔號 REF.: CR HQ/PS/6-15/2/1

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開立專屬帳戶以取得由公司註冊處備存於公司登記冊的受保護資料

背景

目前，公司註冊處（下稱「本處」）備存公司登記冊（下稱「登記冊」）供公眾查閱，當中包含個人資料。該等個人資料包括公司的董事的通常住址及完整身分識別號碼，以及公司秘書和某些其他人士（例如清盤人及臨時清盤人）的完整身分識別號碼（下稱「受保護資料」）等。由公司備存的登記冊上亦載有類似的個人資料予公眾查閱。

2. 為加強保護敏感個人資料，並同時維持登記冊的透明度和有效性，《公司條例》（第622章）下有關登記冊的新查冊安排由2021年8月起至2023年年底，分三個階段實施。

3. 在2021年8月16日，本處發出對外通告第1/2021號，藉此公布新查冊安排第一階段將於2021年8月23日實施，第一階段主要關乎公司在由其備存的登記冊上披露受保護資料的事宜。

4. 本處現正準備於2022年10月24日實施新查冊安排第二階段的工作，這會影響由本處備存的登記冊所載的公司資料的查冊。在第二階段下，公司登記冊中董事索引所載的受保護資料，須以通訊地址及部分身分識別號碼代替，讓公眾查閱。在第二階段開始後向本處登記的文件中所載的受保護資料，將不再提供予公眾查閱。不過，「指明人士」可向本處申請取覽董事等人的受保護資料。

在第二階段下申請要求披露受保護資料

5. 根據《公司（住址及身分識別號碼）規例》（第622N章）（下稱「該規例」）第12條，可向本處申請要求披露受保護資料的「指明人士」當中包括律師或外地律師及指定非金融業人士所包括的法律專業人士。**律師**指在香港律師行從事法律執業的、《法律執業者條例》（第159章）第2(1)條所界定的律師，而**外地律師**指在香港律師行或外地律師行從事外地法律執業的、《法律執業者條例》第2(1)條所界定的外地律師。香港律師行及外地律師行具有《法律執業者條例》第2(1)條所給予的涵義。**法律專業人士**指《法律執業者條例》第2(1)條所界定的律師或外地律師。

6. 由2022年10月24日起，**律師或外地律師**如為執行該規例第12(10)條所指明的職能的目的，仍可取得受保護資料。至於**法律專業人士**，如為執行該規例第12(12)條所指明的職能的目的，也可取得受保護資料。律師、外地律師，或法律專業人士可透過以下途徑取得受保護資料：

- (a) 以紙本形式，一次性申請要求披露受保護資料；
- (b) 藉律師或外地律師或法律專業人士設立的專屬帳戶，在本處的網上查冊中心（www.icris.cr.gov.hk）或公司查冊流動版服務（www.mobile-cr.gov.hk）申請要求披露受保護資料。

優先開立專屬帳戶

7. **律師或外地律師**如為執行該規例第12(10)條所指明的職能而須經常取覽登記冊內的受保護資料，本處打算預先接納以有關律師或外地律師的名義開立專屬帳戶的申請，以便他們日後可以電子形式申請要求披露受保護資料。

8. **法律專業人士**如為執行該規例第12(12)條所指明的職能而須經常取覽登記冊內的受保護資料，本處亦打算預先接納以有關法律專業人士的名義開立專屬帳戶的申請，以便他們日後可以電子形式申請要求披露受保護資料。

9. 這樣，當新查冊安排第二階段實施後，專屬帳戶便可立即使用，為根據該規例第12(10)條或第12(12)條（視何情況而定）執行其職能，無間斷地取覽受保護資料。

申請專屬帳戶的程序

10. **律師或外地律師或法律專業人士**如欲優先申請開立專屬帳戶，須遞交申請表格**PS4A**「特定類別指明人士申請開立有關受保護資料的專屬帳戶（優先申請）」，並須隨申請表交付適當的證明文件。

11. 至於申請所需提交的證明文件，請參閱隨附的「證明文件的要求(只適用於律師、外地律師及法律專業人士)」所載的內容。

12. 你的申請必須於**2022年8月18日或之前**交回本處。你可以親身到公司註冊處公眾查冊中心(香港金鐘道66號金鐘道政府合署13樓,辦公時間:上午8:45至下午5:30)交付申請,或以郵遞方式交付申請到上址。開立專屬帳戶費用全免。

13. 對於無需經常取覽受保護資料的律師或外地律師或法律專業人士,可在**2022年10月24日或之後**,使用印本的指明表格提出一次性申請要求披露受保護資料。如在新查冊安排第二階段實施後,有關律師或外地律師或法律專業人士才出現需要經常取覽受保護資料的情況,他們仍可於其時申請開立專屬帳戶。

查詢

14. 如對開立專屬帳戶的安排有任何查詢,請與莫權聖先生(電話 2867 1466)或呂茹萍女士(電話 2867 2579)聯絡。

公司註冊處處長
2022年8月5日

5 August 2022

Opening of Special Accounts for obtaining Protected Information on the Companies Register maintained by the Companies Registry

Background

Currently, the Companies Register (the Register) maintained by the Companies Registry (the Registry) contains personal information available for public inspection. Such personal information includes, among other data, the usual residential addresses and full identification numbers (IDNs) of directors of companies, and full IDNs of company secretaries and some other individuals (such as liquidators and provisional liquidators) (Protected Information). Similar personal information is also contained in the registers kept by companies which are open for public inspection.

2. To enhance protection of sensitive personal information, while keeping up the transparency and usefulness of the Register, a New Inspection Regime of the Register under the Companies Ordinance (Cap. 622) is being implemented in three phases from August 2021 through end-2023.

3. On 16 August 2021, the Registry issued External Circular No. 1 / 2021, announcing the commencement of Phase 1 of the New Inspection Regime on 23 August 2021 which mainly concerns the disclosure of Protected Information on the registers kept by companies.

4. The Registry is now preparing for the implementation of Phase 2 of the New Inspection Regime on 24 October 2022 which will affect searches on company information on the Register maintained by the Registry. Under Phase 2, the Protected Information on the Index of Directors on the Register will be replaced with correspondence addresses and partial IDNs for public inspection. Protected Information contained in documents filed for registration after commencement of Phase 2 will not be provided for public inspection. "Specified persons" can, however, apply to the Registry for access to Protected Information of directors and other persons.

Application for Disclosure of Protected Information under Phase 2

5. Pursuant to section 12 of the Companies (Residential Addresses and Identification Numbers) Regulation (Cap. 622N) (the Regulation), "**specified persons**" who can apply to the Registry for disclosure of Protected Information

includes, among others, **a solicitor or foreign lawyer** and **a DNFBP** which includes a **legal professional**. A **solicitor** means a solicitor as defined by section 2(1) of the Legal Practitioners Ordinance (Cap. 159) who practises law in a Hong Kong firm while a **foreign lawyer** means a foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance who practises foreign law in a Hong Kong firm or a foreign firm. Hong Kong firm and foreign firm have the meaning given by section 2(1) of the Legal Practitioners Ordinance. A **legal professional being a DNFBP** means a solicitor or a foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance.

6. From 24 October 2022, **solicitors or foreign lawyers** will still be able to obtain Protected Information **for the performance of their functions specified in section 12(10) of the Regulation**. As to **legal professionals**, if they require Protected Information **for the performance of their functions specified in section 12(12) of the Regulation**, they will also be able to obtain the Information. A solicitor or foreign lawyer or a legal professional can obtain Protected Information through the following means:

- (a) One-time application for disclosure of Protected Information by using paper form;
- (b) Online application for disclosure of Protected Information via special account set up by the solicitors or foreign lawyers or legal professionals at the Registry's Cyber Search Centre at www.icris.cr.gov.hk or Company Search Mobile Service at www.mobile-cr.gov.hk.

Opening of Special Account in Advance

7. **For those solicitors or foreign lawyers who require routine access to Protected Information on the Register for the performance of functions specified in section 12(10) of the Regulation, the Registry is prepared to accept applications for opening of Special Accounts (SAs) in advance in the name of the solicitors or foreign lawyers** to make future applications for Protected Information electronically.

8. **For those legal professionals who require routine access to Protected Information on the Register for the purpose of the performance of functions specified in section 12(12) of the Regulation, the Registry is also prepared to accept applications for opening of SAs in advance in the name of the legal professionals** to make future applications for Protected Information electronically.

9. In so doing, the SAs can be used immediately upon the commencement of Phase 2 for uninterrupted access to Protected Information for the performance of

functions specified in section 12(10) or 12(12) of the Regulation, as the case may be.

Procedures for Application for Special Accounts

10. A **solicitor, a foreign lawyer or a legal professional who** wishes to apply for the opening of SA in advance is required to submit a **Form PS4A**, “Application for Opening of Special Account relating to Protected Information by Designated Types of Specified Persons (Advance Application)”, **together with the appropriate supporting documents.**

11. As for the supporting documents required to be submitted with the application, please refer to the attached "**Requirements on Supporting Documents (Applicable to Solicitors, Foreign Lawyers and Legal Professionals only)**".

12. **Your application should be submitted to the Registry by 18 August 2022.** You can deliver the application to the Registry in person at the Public Search Centre on 13th floor, Queensway Government Offices, 66 Queensway during office hours (8:45 – 17:30) or send the application by post to the same address. No fee is required for the opening of SA.

13. **For those solicitors, foreign lawyers or legal professionals whose functions do not require routine access to Protected Information, one-time application for disclosure of Protected Information can be made by using a specified form in paper on or after 24 October 2022.** SAs can still be opened when their need for routine access to Protected Information arises after the implementation of Phase 2 of the New Inspection Regime.

Enquiries

14. Enquiries concerning the arrangements for opening of SAs should be directed to Mr Terence MOK at 2867 1466 or Miss Jessie LUI at 2867 2579.

Companies Registry

第一部 申請人的詳情 (續上頁)
Part 1 Particulars of Applicant (cont'd)

C. 申請人(非自然人) ^{註14} Applicant (Other than Natural person) ^{Note 14}

中文名稱 **Name in Chinese**

英文名稱 **Name in English**

分行／分區辦事處的名稱 (如適用) **Name of Branch / Sub-Office (If applicable)**

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中文名稱 **Name in Chinese**

英文名稱 **Name in English**

電話號碼 **Telephone Number #**

電郵地址 **Email Address #**

通訊地址 **Correspondence Address**

獲申請人授權提出本申請的自然人的姓名及身分
Name and Capacity of the Natural Person Authorised by Applicant to make this Application

填寫的姓名必須與身分證明文件上所載的姓名一致 *The name entered must be the same as stated in the identification document*

中文姓名 **Name in Chinese**

英文姓氏 **Surname in English**

英文名字 **Other Names in English**

身分 **Capacity**

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必須提供電話號碼及電郵地址，以作日後聯絡之用。如未能提供此兩項的資料，本申請將不會被接納。
The telephone number and email address must be provided for future contact. If the information for these two items is not provided, the application will be rejected.

D. 申請人的電子查冊服務登記用戶帳號 (如適用)
Applicant's Registered Online User Account Number for e-Search Services (If applicable)

請提供申請人現時為使用公司註冊處電子查冊服務而已登記的 12 位數字登記用戶帳號 *Please provide Applicant's 12-digit Registered Online User Account Number currently in use for the Companies Registry e-search services*

登記用戶帳號
Registered Online User Account No.

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第二部 申請人提供的證明文件 ^{註15}
Part 2 Supporting Documents Submitted by Applicant ^{Note 15}

請在適用的空格內加上✓號 *Please tick the relevant box*

交付方式 **Mode of Submission**

親身到公司註冊處出示證明文件正本 ^{註16}
Present the original supporting documents
in person at the Companies Registry ^{Note 16}

隨本申請交付證明文件的核證副本 ^{註17}
Submit certified copies of supporting documents with this
Application ^{Note 17}

第三部 申請人的陳述

Part 3 Statement of Applicant

- (1) 申請人確認在本申請內提供的資料全屬真確。
The Applicant acknowledges that the information provided in this Application is true and accurate in all respects.
- (2) 申請人確認已細讀和明白下述條款及條件和有關受保護資料查冊服務的收集個人資料聲明，並同意受其約束。
The Applicant acknowledges that the Applicant has read, understood and agreed to be bound by the Terms and Conditions and the Personal Information Collection Statement for PI Search Services set out below.

公司註冊處受保護資料查冊服務 條款及條件

申請

1. 申請人，即《公司(住址及身分識別號碼)規例》(第 622N 章)(下稱「該規例」)第 12(1)條指明的人，現申請開立一個專屬帳戶(下稱「專屬帳戶」)。而公司註冊處處長(下稱「處長」)當批准有關申請及收到申請人接納下文所列條款及條件的確認後，同意就受保護資料(即《公司條例》(第 622 章)第 53(1)條所界定的涵義)(下稱「受保護資料」)向申請人提供有關專屬帳戶，以使用公司註冊處綜合資訊系統(下稱「綜合系統」)的查冊服務(下稱「受保護資料查冊服務」)，藉此讓申請人可以：
- (a) (如申請人屬自然人的話)為《公司條例》第 58(3)條的目的而提出申請，使申請人可透過專屬帳戶聯線查閱受保護資料；或
- (b) (如申請人不屬自然人的話)提出要求處長為申請人委任為授權代表的個別人士(下稱「獲授權代表」)開立另一專屬帳戶(下稱「獲授權代表專屬帳戶」)，藉此讓獲授權代表可以代表申請人為《公司條例》第 58(3)條的目的而提出申請，使申請人可透過獲授權代表專屬帳戶聯線查閱受保護資料。

受保護資料查冊服務

2. 受保護資料查冊服務在符合法律或法院命令施加的限制下，讓申請人或獲授權代表(視所屬情況而定)以處長可提供的形式及範圍，取得由處長備存的受保護資料。
3. 除進行維修工作外，公司註冊處(下稱「本處」)通常可每周七天、全日 24 小時提供受保護資料查冊服務。

申請人的義務

4. 在不損害本文所載其他條款及條件的一般性的原則下，除非申請人已取得及備有所需的電腦硬件、軟件和通訊線路，否則申請人或獲授權代表(視所屬情況而定)不會獲提供受保護資料查冊服務。申請人須就這些安排單獨負責，並須就有關的電腦硬件、軟件、網絡和通訊線路，與供應商訂立合約及承擔全部所需開支，處長不會就申請人的有關安排所產生或蒙受的任何義務、支出或責任負責。
5. 如該規例第 10(c)(iii)條有規定申請人的交易須繳付費用，則對於以使用其登入名稱或獲授權代表(如適用)的登入名稱而進行的交易，申請人須負責所有該等交易的費用。處長沒有義務調查或核實使用申請人或獲授權代表的登入名稱的人是否有權使用該登入名稱。申請人須全面負責提供與本申請有關、令處長滿意的所需證明文件。如處長及本處因申請人或獲授權代表使用或涉及使用受保護資料查冊服務而招致任何損失、損害或責任，申請人同意向處長及本處作出彌償。
6. 申請人確認本處對於受保護資料查冊服務提供的資料及文件，擁有所有權益及版權，並承諾在事先未獲得處長書面同意的情况下，不會以任何形式出售資料，亦不會複製文件，從中取得產品作轉售用途。
7. 申請人須就受保護資料查冊服務提供的資料及文件，遵從與資料保護和版權有關的法例。

付款

8. 在受保護資料查冊服務可供使用前，如該規例第 10(c)(iii)條有規定申請人須向處長繳付有關費用，以取得受保護資料，則申請人須向處長繳付該等費用(下稱「服務費」)。
9. 凡申請人屬自然人以外的人士並根據該規例第 10(c)(iii)條須繳付服務費，
- (a) 處長會給予申請人一個預付款帳戶，用以扣除服務費；
- (b) 申請人在本申請的專屬帳戶開立之後，可自願將不賺取利息的預付款項(下稱「預付款項」)存入其預付款帳戶，金額由申請人選定；
- (c) 預付款項由本處用以清繳服務費；
- (d) 在受保護資料查冊服務可供使用前，申請人須就其要求及據此而獲得的受保護資料查冊服務，以從預付款項中扣除款項的方式，向處長繳付所有服務費；及
- (e) 處長會以聯線方式向申請人發出月結單，列明在上一個月作出的交易類別和為此而支付的服務費，以及預付款項的結餘。

暫停服務

10. 凡申請人屬自然人以外的人士並根據該規例第 10(c)(iii)條須繳付服務費，如預付款項的結餘不足以支付未清繳的服務費與已經通過綜合系統遞交的申請所需服務費的總和，處長可無須事先通知而立即暫停向申請人提供所有受保護資料查冊服務。
11. 處長保留可無須事先通知而全權酌情決定修改、更改或中止可提供予申請人或獲授權代表(視何者適用而定)的受保護資料查冊服務任何方面的權利。

終止服務

12. 如申請人或獲授權代表違反本申請所載的條款及條件(下稱「本協議」)，處長可終止向申請人或獲授權代表提供受保護資料查冊服務，而無須給予通知。
13. (a) 凡申請人以多於一個該規例第 12(1)條指明的人士的類別開立專屬帳戶，如申請人不再屬該專屬帳戶所訂明的任何其中一類人士，申請人便須立即通知處長，而在該專屬帳戶下因應申請人擁有該類別人士的身分而向申請人提供的受保護資料查冊服務隨即終止。
- (b) 凡申請人屬專屬帳戶訂明的唯一類別人士，如申請人不再屬該唯一類別人士，申請人便須立即通知處長，而該專屬帳戶隨即終止。就這情況而言，預付款項如有餘額，會退還給申請人。

第三部 申請人的陳述 (續上頁)
Part 3 Statement of Applicant (cont'd)

不得轉讓條款

14. 本協議所載條款及條件規定的申請人權利及義務屬申請人個人所有，申請人不得把這些條款及條件所規定的該等權利及義務(全部或部分)轉讓予或處置而轉予任何第三者，或准許轉讓予或處置而轉予任何第三者。
15. 如申請人在本處持有預付款帳戶並有預付款項，申請人不得將預付款項轉讓予或轉移給任何第三者。

法律責任的限定

16. 本處所提供的受保護資料乃來自交付本處登記的文件。對於因任何原因而提供了任何不準確或不全面的資料，導致任何人蒙受或招致的任何損失、費用、成本、開支、賠償和責任，本處概不負責。
17. 處長不保證供綜合系統收發資料、訊息或指示的聯線網絡的可靠性。對於因通訊設施停頓或發生故障，或任何其他原因而導致延遲或無法傳送、接收或執行資料、訊息或指示，處長、本處、香港特別行政區政府、其官員或僱員概不負責。對於因上述情況而蒙受或產生的任何損失、費用、成本、開支、賠償和責任，處長、本處、香港特別行政區政府、其官員或僱員亦概不負責。

通訊

18. 處長會把通知發送到申請人為使用受保護資料查冊服務而向處長提供的最後電郵地址。
19. 為使用受保護資料查冊服務而向處長提供的關於申請人的資料(包括但不限於聯絡電話號碼、電郵地址及通訊地址)如有任何更改，申請人須立即通知處長。
20. 處長保留權利在給予申請人一個曆月通知後，增補、刪除及／或更改本協議的條款及條件。

管限的法律

21. 本文所列的條款及條件受香港特別行政區法律管限。

有關受保護資料查冊服務的收集個人資料聲明

收集目的

1. 申請人在本申請中向處長所提供的個人資料，處長會作為下列一項或一項以上用途：
 - (a) 實施《公司條例》、《公司(清盤及雜項條文)條例》(第 32 章)及在《公司條例》生效前有效的《公司條例》(第 32 章)(下稱「前身公司條例」)中已被廢除但仍具有持續效力之條文(如有的話)；
 - (b) 執行《公司條例》、《公司(清盤及雜項條文)條例》及前身公司條例中已被廢除但仍具有持續效力之條文(如有的話)的有關條文；及
 - (c) 執行公司註冊處與其所提供服務有關的職能。
2. 申請人在本申請中提供個人資料與否，純屬自願。如未能提供所需的個人資料，本處將無法處理本申請。

獲轉交資料的人士

3. 申請人所提供的個人資料可能會根據上文第 1 段中所述明的用途而有需要時披露或轉移予有關人士。該等個人資料亦可能會在《個人資料(私隱)條例》(第 486 章)容許下披露或轉交予執法機關。

公告

4. 依據《個人資料(私隱)條例》第 18 和 22 條規定，任何個人均有權查閱與改正公司註冊處所持有的有關其本人的個人資料。如須查閱和改正這些資料，可到香港金鐘道 66 號金鐘道政府合署 15 樓公司註冊處，向代表處長辦事的人員提出要求。

《個人資料(私隱)條例》(第 486 章)

5. 《個人資料(私隱)條例》的條文，適用於使用從公司登記冊取得的個人資料。任何使用個人資料的人士，如將資料作為並非根據《公司條例》第 58(3)條提供該等資料時的目的，或違反《個人資料(私隱)條例》的規定，均須支付補償，並可能遭受根據《個人資料(私隱)條例》而提出的訴訟。

COMPANIES REGISTRY PROTECTED INFORMATION SEARCH SERVICES
Terms and Conditions

Application

1. The Applicant, being a person specified under section 12(1) of the Companies (Residential Addresses and Identification Numbers) Regulation (Cap. 622N) ("the Regulation"), hereby makes an application for opening a special account ("Special Account") and the Registrar of Companies ("the Registrar") upon approving the application and receiving the Applicant's acceptance of the terms and conditions hereinafter set out, agrees to provide the Special Account to the Applicant for access to search services ("PI Search Services") of the Integrated Companies Registry Information System ("ICRIS") in respect of the protected information (as defined by section 53(1) of the Companies Ordinance (Cap. 622) ("CO")) ("the Protected Information") whereby the Applicant is able to:
 - (a) (where the Applicant is a natural person) make an application for the purposes of section 58(3) of the CO to obtain online access to the Protected Information through the Special Account; or
 - (b) (where the Applicant is not a natural person) make an application(s) for another special account(s) ("AR's Special Account(s)") to be provided by the Registrar to an individual or individuals who is / are appointed by the Applicant as its authorised representative or authorised representatives ("Authorised Representative(s)") such that the Authorised Representative(s) may make an application for the purposes of section 58(3) of the CO for and on behalf of the Applicant to obtain online access to the Protected Information through the AR's Special Account(s).

PI Search services

2. PI Search Services will, subject to any restriction imposed by law or a court order, enable the Applicant or the Authorised Representative(s) (as the case may be) to obtain the Protected Information kept by the Registrar in such form and to such extent as may be made available by the Registrar.
3. Except for maintenance work, PI Search Services shall normally be provided on a twenty four-hour seven-day week basis.

第三部 申請人的陳述 (續上頁)
Part 3 Statement of Applicant (cont'd)

Applicant's Obligations

4. Without prejudice to the generality of the other terms and conditions herein, PI Search Services shall not be made available to the Applicant or the Authorised Representative(s) (as the case may be) unless the Applicant has acquired and made available the necessary computer hardware, software and communications link. The Applicant shall be solely responsible for these arrangements and shall enter into such contracts and bear all expenses as may be required by any provider of the computer hardware, software, network and communications link and the Registrar shall not be responsible for any obligations, expenses or liabilities incurred or suffered by the Applicant in connection therewith.
5. The Applicant shall be liable for the fees for all transactions if so required by section 10(c)(iii) of the Regulation for which the Login ID(s) of the Applicant or the Authorised Representative(s) (if applicable) has / have been used. The Registrar shall be under no obligation whatsoever to investigate or verify the authority of persons using the Login ID(s) of the Applicant or the Authorised Representative(s). The Applicant shall be fully responsible for providing the supporting documents as may be required in connection with this application to the satisfaction of the Registrar. The Applicant agrees to indemnify the Registrar and the Companies Registry ("the Registry") against any loss, damage or liability suffered by the Registrar and the Registry as a result of or in connection with the use of PI Search Services by the Applicant or the Authorised Representative(s).
6. The Applicant acknowledges the Registry's proprietary interest and copyright in the data and documentation provided in connection with PI Search Services and undertakes not to sell the data in any form or make copies of the documentation from which products may be derived for resale without the prior written consent of the Registrar.
7. The Applicant shall comply with legislation relating to data protection and copyright in connection with data and documentation provided by PI Search Services.

Payment

8. Before PI Search Services being made available, the Applicant shall, if required under section 10(c)(iii) of the Regulation, pay such fees to the Registrar for obtaining the Protected Information ("Service Fees").
9. Where the Applicant is other than a natural person and required under section 10(c)(iii) of the Regulation to pay the Service Fees,
 - (a) the Applicant will be given a deposit account by the Registrar for deducting the Service Fees;
 - (b) the Applicant may, on a voluntary basis, pay to the deposit account a non-interest bearing prepayment ("Prepayment") at a level chosen by the Applicant after the Special Account in respect of this application has been opened;
 - (c) the Prepayment will be used by the Registry to settle the Service Fees;
 - (d) the Applicant shall pay all Service Fees to the Registrar for PI Search Services requested and rendered thereunder by way of deduction from the Prepayment before PI Search Services are being made available; and
 - (e) the Registrar will make a monthly statement available online to the Applicant setting out the types of transactions made and the Service Fees paid therefor during the preceding month and the outstanding balance of the Prepayment.

Suspension of Services

10. Where the Applicant is other than a natural person and required under section 10(c)(iii) of the Regulation to pay the Service Fees, the Registrar may immediately suspend the Applicant's access to all PI Search Services without prior notice should the balance of the Prepayment be insufficient to cover the aggregate of any outstanding Service Fees and any Service Fees for applications already submitted through ICRIS.
11. The Registrar reserves the right to modify, vary or discontinue any aspect of PI Search Services to the Applicant or the Authorised Representative(s) (as the case may be) at the Registrar's sole discretion and without prior notice.

Termination

12. The Registrar may terminate the Applicant's or the Authorised Representative(s)'s access to PI Search Services without notice in the event of any breach of the terms and conditions contained in this application ("the Agreement") being committed by the Applicant or the Authorised Representative(s).
13.
 - (a) Where the Special Account is opened for the Applicant on the basis of the Applicant being more than one type of persons specified under section 12(1) of the Regulation, the Applicant shall forthwith notify the Registrar if the Applicant ceases to be any one type of such persons as stipulated under the Special Account whereupon PI Search Services provided to the Applicant relating to the Applicant's capacity as such type of persons under the Special Account shall be terminated immediately.
 - (b) Where the Applicant has ceased to be the only type of persons stipulated under the Special Account, the Applicant shall forthwith notify the Registrar of the cessation whereupon the Special Account shall be terminated immediately. In such case, any balance of the Prepayment will be refunded to the Applicant.

Non-assignment

14. The Applicant's rights and obligations under the terms and conditions of the Agreement shall be personal to the Applicant who shall not assign or dispose of, or permit to assign or dispose of, any of the rights and obligations in whole or in part, under the terms and conditions of the Agreement, to any third party.
15. Where the Applicant has a deposit account with Prepayment maintained with the Registry, the Applicant shall not assign or transfer the Prepayment to any third party.

Limitation of Liability

16. The Protected Information provided is taken from documents filed with the Registry. The Registry shall not be liable for the provision of any incorrect or incomplete information due to any cause whatsoever and shall not be liable for any losses, fees, costs, expenses, damages and liabilities suffered or incurred as a result thereof.
17. The Registrar does not guarantee the reliability of the online network through which information, messages or instructions are transmitted to and from ICRIS. Neither the Registrar, the Registry, the Government of the Hong Kong Special Administrative Region, nor their officers or employees shall be responsible for any delays or failure in transmission, receipt or execution of information, messages or instructions due to a breakdown or failure of communication facilities or to any other cause whatsoever and they shall not be liable for any losses, fees, costs, expenses, damages and liabilities suffered or incurred as a result thereof.

第三部 申請人的陳述 (續上頁)
Part 3 Statement of Applicant (cont'd)

Communication

18. Notices to be given to the Applicant shall be sent by email to the last email address provided to the Registrar by the Applicant for the purposes of PI Search Services.
19. The Applicant shall notify the Registrar immediately upon any change of the Applicant's particulars, including but not limited to the contact telephone number, email address and correspondence address provided to the Registrar for the purposes of PI Search Services.
20. The Registrar reserves the right to add to, delete and/or vary the terms and conditions of the Agreement, upon one calendar month's notice being given to the Applicant.

Governing Law

21. The terms and conditions herein shall be governed by the laws of the Hong Kong Special Administrative Region.

Personal Information Collection Statement for PI Search Services

Purpose of Collection

1. Personal data provided by the Applicant to the Registrar in this application will be used by the Registrar for one or more of the following purposes:
 - (a) to administer the CO, the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Cap. 32) ("CWUMPO") and those provisions (if any) of the Companies Ordinance (Cap. 32) as in force before the commencement of the CO ("Predecessor CO") that have been repealed but are still having continuing effect;
 - (b) to enforce relevant provisions of the CO, the CWUMPO and those provisions (if any) of the Predecessor CO that have been repealed but are still having continuing effect; and
 - (c) to carry out the Registry's functions relating to the provision of services by the Registry.
2. Provision of the personal data in this application is voluntary. If the personal data are not provided, the Registry will not be able to process this application.

Classes of Transferees

3. The personal data provided by the Applicant may be disclosed or transferred to relevant parties where such disclosure or transfer is necessary for the purposes as stated in paragraph 1 above. Such personal data may also be disclosed or transferred to law enforcement agencies as permitted under the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO").

Notice

4. Individuals have a right to request access to and correction of his/her personal data held by the Registry pursuant to sections 18 and 22 of the PDPO. Any such request for access to and correction of such personal data may be made to any officer acting for or on behalf of the Registrar at the Companies Registry, 15th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

Personal Data (Privacy) Ordinance (Cap. 486)

5. The provisions of the PDPO apply to the use of personal data obtained from the Companies Register. Any person who uses personal data for any purpose other than the purposes for which the data are made available pursuant to section 58(3) of the CO or in contravention of the requirements under the PDPO is liable to pay compensation and may be subject to enforcement action under the PDPO.

申請人簽署^{註4}
Signed by Applicant^{Note 4} :

簽署人的姓名
Name of Signatory :

身分 Capacity
(如適用 if applicable) :

日期 Date : _____
日 DD / 月 MM / 年 YYYY

特定類別指明人士申請開立有關受保護資料的專屬帳戶(優先申請)
填表須知

一般事項

1. (a) 公司註冊處處長(「處長」)可應為《公司條例》(第 622 章)第 58(3)條的目的而提出的申請，向根據《公司(住址及身分識別號碼)規例》(第 622N 章)第 12 條所指明的人士披露受保護資料。
 - (b) 以下類別的指明人士可透過專屬帳戶於網上提出披露受保護資料的申請 –
 - (i) 清盤人；
 - (ii) 破產案受託人；
 - (iii) 公職人員或公共機構；
 - (iv) 表列人士；
 - (v) 律師或外地律師；
 - (vi) 執業會計師；及
 - (vii) 金融機構或指定非金融業人士。(有關以上指明人士的釋義，請參閱本填表須知第 5 至 13 項。)
 - (c) 本表格是供上述類別的指明人士提出開立專屬帳戶的申請。如申請獲批准，公司註冊處會將專屬帳戶的登入名稱及密碼按表格第一部提供的申請人的電郵地址發送至申請人。專屬帳戶用戶可於公司註冊處的網上查冊中心 (www.icris.cr.gov.hk) 或使用公司查冊流動版服務 (www.mobile-cr.gov.hk)，登入其專屬帳戶。
 - (d) 屬自然人的指明人士取得專屬帳戶後，可即時透過其專屬帳戶於網上提出披露受保護資料的申請。
 - (e) 非自然人指明人士開立的專屬帳戶只供指明人士管理其獲授權代表的專屬帳戶，非自然人指明人士不可透過其專屬帳戶提出披露受保護資料的申請。非自然人的指明人士必須為其獲授權代表申請另一個專屬帳戶。當獲授權代表取得其專屬帳戶後，便可以透過其專屬帳戶代表該指明人士於網上提出披露受保護資料的申請。
2. 如以中文填報資料，請用繁體字。以手寫方式填寫的表格或不會被公司註冊處接納。
 3. 你可郵寄本申請到「香港金鐘道 66 號金鐘道政府合署 13 樓公司註冊處公眾查冊組」，或親身到 13 樓公眾查冊中心交付申請。

簽署

4. 本申請必須由第一部所述的申請人簽署。如申請人屬非自然人，本申請必須由第一部 C 項所述的獲授權人士簽署。請填上簽署人的全名及身分。公司註冊處不接納未簽妥的表格。

特定類別指明人士申請開立有關受保護資料的專屬帳戶(優先申請)
填表須知

申請人的詳情

5. 清盤人指擔任《公司(清盤及雜項條文)條例》(第 32 章)所指的臨時清盤人或清盤人的人。
6. 破產案受託人指根據《破產條例》(第 6 章) –
 - (a) 擔任破產人財產的暫行受託人或受託人的人；或
 - (b) 擔任債務人財產或其任何部分的臨時受託人的人。
7. 公共機構包括 –
 - (a) 任何公共主管當局或公共事業；及
 - (b) 任何根據成文法則或為施行成文法則而有權力以執行公務身分行事的機構。
8. 表列人士指《公司(住址及身分識別號碼)規例》附表(「該附表」)指明的人士。該附表指明的人士指 –
 - (a) 《公司條例》第 838(1)條所界定的審查員；
 - (b) 根據《受託人條例》(第 29 章)第 95(1)條委任的視察員；
 - (c) 《證券及期貨條例》(第 571 章)附表 1 第 1 部第 1 條所界定的認可結算所；
 - (d) 《證券及期貨條例》附表 1 第 1 部第 1 條所界定的認可交易所；
 - (e) 《證券及期貨條例》附表 1 第 1 部第 1 條所界定的認可控制人；
 - (f) 《證券及期貨條例》附表 1 第 1 部第 1 條所界定的認可投資者賠償公司；
 - (g) 根據《打擊洗錢及恐怖分子資金籌集條例》(第 615 章)第 11(1)條獲指示或委任調查任何事宜的人。
9. 律師指在香港律師行(具有《法律執業者條例》第 2(1)條所給予的涵義)從事法律執業的、《法律執業者條例》(第 159 章)第 2(1)條所界定的律師。
10. 外地律師指在下述律師行從事外地法律執業的、《法律執業者條例》(第 159 章)第 2(1)條所界定的外地律師 –
 - (a) 香港律師行(具有《法律執業者條例》第 2(1)條所給予的涵義)；或
 - (b) 《法律執業者條例》第 2(1)條所界定的外地律師行。
11. 執業會計師具有《專業會計師條例》(第 50 章)第 2(1)條所給予的涵義。
12. 金融機構具有《打擊洗錢及恐怖分子資金籌集條例》(第 615 章)附表 1 第 2 部第 1 條所給予的涵義，當中包含下列人士 –
 - (a) 認可機構 – 具有《銀行業條例》(第 155 章)第 2(1)條給予該詞的涵義；
 - (b) 持牌法團 – 具有《證券及期貨條例》(第 571 章)附表 1 第 1 部第 1 條給予該詞的涵義；
 - (c) 獲授權保險人 – 指根據《保險業條例》(第 41 章)授權的保險人；
 - (d) 持牌個人保險代理 – 具有《保險業條例》第 2(1)條給予該詞的涵義；
 - (e) 持牌保險代理機構 – 具有《保險業條例》第 2(1)條給予該詞的涵義；
 - (f) 持牌保險經紀公司 – 具有《保險業條例》第 2(1)條給予該詞的涵義；
 - (g) 持牌金錢服務經營者 – 指《打擊洗錢及恐怖分子資金籌集條例》第 24 條界定的牌照的持有人；
 - (h) 郵政署署長 – 指香港郵政署署長，並包括郵政署副署長及每位郵政署助理署長；
 - (i) 儲值支付工具持牌人 – 指根據《支付系統及儲值支付工具條例》(第 584 章)第 8F 條獲批給牌照的人。

特定類別指明人士申請開立有關受保護資料的專屬帳戶(優先申請)
填表須知

申請人的詳情 (續上頁)

- 13.** 指定非金融業人士(DNFBP)具有《打擊洗錢及恐怖分子資金籌集條例》附表 1 第 2 部第 1 條所給予的涵義。DNFBP 是在財務行動特別組織的建議中描述為指定非金融企業及行業人士類別的人的縮寫。指定非金融業人士包括下列人士-
- (a) 會計專業人士，即-
 - (i) 《專業會計師條例》(第 50 章)第 2(1)條所界定的會計師或執業會計師；
 - (ii) 《專業會計師條例》第 2(1)條所界定的執業法團；或
 - (iii) 根據《專業會計師條例》第 IV 部註冊的執業會計師事務所；
 - (b) 地產代理，即-
 - (i) 《地產代理條例》(第 511 章)第 2(1)條所界定的持牌地產代理；或
 - (ii) 《地產代理條例》第 2(1)條所界定的持牌營業員；
 - (c) 法律專業人士，即-
 - (i) 《法律執業者條例》第 2(1)條所界定的律師；或
 - (ii) 《法律執業者條例》第 2(1)條所界定的外地律師；
 - (d) 信託或公司服務持牌人，即-
 - (i) 持有根據《打擊洗錢及恐怖分子資金籌集條例》第 53G 條批給或根據第 53K 條續期的牌照的人；或
 - (ii) 第 53ZQ(5)條所界定的當作持牌人。
- 14.** 每位屬自然人的申請人只可申請一個專屬帳戶。非自然人的申請人可以為其分行或分區辦事處申請多於一個專屬帳戶，但須就每一個專屬帳戶各別以表格 PS4A 向處長提出申請。

申請人提供的證明文件

- 15.** 有關證明文件的詳情，請參閱《證明文件的要求》資料頁。
- 16.** 如申請人選擇親身到公司註冊處出示證明文件的正本，請於交付申請時帶同有關文件到位於香港金鐘道 66 號金鐘道政府合署 13 樓公司註冊處公眾查冊中心以作查核。請預留充足時間以作有關查核。
- 17.** 如交付證明文件的副本，該副本必須經下列其中一名人士核證為真實副本-
- (a) 在香港執業的公證人；
 - (b) 在香港執業的律師；
 - (c) 《專業會計師條例》第 2 條所指的執業會計師；
 - (d) 獲法律授權核證作任何司法或其他法律用途的文件的香港法院人員；
 - (e) 在香港執業的專業公司秘書；
 - (f) 如申請人並非香港居民或非香港註冊的實體，其所屬國家的領事館官員；或
 - (g) 發出該文件的機關或機構。

**Application for Opening of Special Account relating to Protected Information
by Designated Types of Specified Persons (Advance Application)**

Notes for Completion

General

1. (a) The Registrar of Companies ("the Registrar") may, on application made for the purposes of section 58(3) of the Companies Ordinance (Cap. 622), disclose protected information to a person specified in section 12 of the Companies (Residential Addresses and Identification Numbers) Regulation (Cap. 622N).
 - (b) The following types of specified persons may apply for disclosure of protected information online through the use of a special account—
 - (i) a liquidator;
 - (ii) a trustee in bankruptcy;
 - (iii) a public officer or public body;
 - (iv) a scheduled person;
 - (v) a solicitor or foreign lawyer;
 - (vi) a certified public accountant (practising); and
 - (vii) a financial institution or DNFBP.(Please refer to items 5 to 13 of this Notes for Completion for the meaning of the above types of specified persons.)
 - (c) This form should be used for the above types of specified persons to apply for the opening of a special account. If the application is approved, the Companies Registry will send the login ID and password of the special account to the applicant at the email address of the applicant provided in Part 1 of the application. Special account user may log in the special account at the Cyber Search Centre at www.icris.cr.gov.hk or by using the Company Search Mobile Service at www.mobile-cr.gov.hk.
 - (d) Specified person who is a natural person can apply for protected information online through his/her special account once the account is obtained.
 - (e) Special account for specified persons which are not natural person is only intended for managing the special accounts of its authorised representatives but cannot be used to apply for protected information. Specified person not being a natural person has to apply for another special account for its authorised representative. The authorised representative can then apply for protected information online through his/her special account on behalf of the specified person.
2. Traditional Chinese characters should be used if the form is completed in Chinese. Please note that handwritten forms may be rejected by the Companies Registry.
 3. This form can be delivered by post to "Public Search Section, Companies Registry, 13th floor, Queensway Government Offices, 66 Queensway, Hong Kong". You may also deliver the form in person to the Public Search Centre of the Companies Registry on 13th floor direct.

Signature

4. This application must be signed by the applicant named in Part 1. If the applicant is not a natural person, this application must be signed by the authorised person provided in Part 1C. Please state the full name and capacity (if applicable) of the signatory. A form which is not properly signed will be rejected by the Companies Registry.

**Application for Opening of Special Account relating to Protected Information
by Designated Types of Specified Persons (Advance Application)**

Notes for Completion

Particulars of Applicant

5. A liquidator means a person who is a provisional liquidator or liquidator within the meaning of the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Cap. 32).
6. A trustee in bankruptcy means a person who is, under the Bankruptcy Ordinance (Cap. 6) –
 - (a) a provisional trustee or trustee of the property of a bankrupt; or
 - (b) an interim trustee of the property of a debtor or of any part of the property.
7. A public body includes –
 - (a) any public authority or undertaking; and
 - (b) any body that has power to act in a public capacity under, or for the purposes of, any enactment.
8. A scheduled person means a person specified in the Schedule to the Companies (Residential Addresses and Identification Numbers) Regulation ("the Schedule"). The persons specified in the Schedule are -
 - (a) An inspector as defined by section 838(1) of the Companies Ordinance;
 - (b) An inspector appointed under section 95(1) of the Trustee Ordinance (Cap. 29);
 - (c) A recognized clearing house as defined by section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance (Cap. 571);
 - (d) A recognized exchange company as defined by section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance;
 - (e) A recognized exchange controller as defined by section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance;
 - (f) A recognized investor compensation company as defined by section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance;
 - (g) A person directed or appointed to investigate any matter under section 11(1) of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap. 615).
9. A solicitor means a solicitor as defined by section 2(1) of the Legal Practitioners Ordinance (Cap. 159) who practises law in a Hong Kong firm which has the meaning given by section 2(1) of the Legal Practitioners Ordinance.
10. A foreign lawyer means a foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance who practises foreign law in –
 - (a) a Hong Kong firm which has the meaning given by section 2(1) of the Legal Practitioners Ordinance; or
 - (b) a foreign firm as defined by section 2(1) of the Legal Practitioners Ordinance.
11. A certified public accountant (practising) has the meaning given by section 2(1) of the Professional Accountants Ordinance (Cap. 50).
12. A financial institution has the meaning given by section 1 of Part 2 of Schedule 1 to the Anti-Money Laundering and Counter-Terrorist Financing Ordinance and includes the following persons –
 - (a) An authorized institution which has the meaning given by section 2(1) of the Banking Ordinance (Cap. 155);
 - (b) A licensed corporation which has the meaning given by section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance (Cap. 571);
 - (c) An authorized insurer which means an insurer authorized under the Insurance Ordinance (Cap. 41);
 - (d) A licensed individual insurance agent which has the meaning given by section 2(1) of the Insurance Ordinance;
 - (e) A licensed insurance agency which has the meaning given by section 2(1) of the Insurance Ordinance;
 - (f) A licensed insurance broker company which has the meaning given by section 2(1) of the Insurance Ordinance;
 - (g) A licensed money service operator which means the holder of a licence as defined by section 24 of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance;
 - (h) The Postmaster General which means the Postmaster General of Hong Kong, and includes the deputy postmaster general and every assistant postmaster general;
 - (i) An SVF licensee which means a person who is granted a licence under section 8F of the Payment Systems and Stored Value Facilities Ordinance (Cap. 584).

**Application for Opening of Special Account relating to Protected Information
by Designated Types of Specified Persons (Advance Application)**

Notes for Completion

Particulars of Applicant (cont'd)

- 13.** DNFBP has the meaning given by section 1 of Part 2 of Schedule 1 to the Anti-Money Laundering and Counter-Terrorist Financing Ordinance. DNFBP is an acronym for persons in the category described as designated non-financial businesses and professions in the Financial Action Task Force's Recommendations. DNFBP means –
- (a) an accounting professional which means –
 - (i) a certified public accountant or a certified public accountant (practising), as defined by section 2(1) of the Professional Accountants Ordinance;
 - (ii) a corporate practice as defined by section 2(1) of the Professional Accountants Ordinance; or
 - (iii) a firm of certified public accountants (practising) registered under Part IV of the Professional Accountants Ordinance;
 - (b) an estate agent which means –
 - (i) a licensed estate agent as defined by section 2(1) of the Estate Agents Ordinance (Cap. 511); or
 - (ii) a licensed salesperson as defined by section 2(1) of the Estate Agents Ordinance;
 - (c) a legal professional which means –
 - (i) a solicitor as defined by section 2(1) of the Legal Practitioners Ordinance; or
 - (ii) a foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance;
 - (d) a TCSP licensee which means –
 - (i) a person who holds a licence granted under section 53G of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance or renewed under section 53K; or
 - (ii) a deemed licensee as defined by section 53ZQ(5).
- 14.** An applicant who is a natural person can apply for one special account only. An applicant other than a natural person can apply for more than one special account for its branch or sub-office but separate applications have to be made in Form PS4A in respect of each special account to the Registrar.

Supporting Documents Submitted by Applicant

- 15.** Please refer to the information sheet "Requirements on Supporting Documents" for details of the supporting documents to be provided.
- 16.** If the applicant chooses to present the original supporting documents in person to the Companies Registry, please bring the documents to the Public Search Centre of the Companies Registry on the 13th floor, Queensway Government Offices, 66 Queensway, Hong Kong for checking on submission of the application. Please allow sufficient time for the checking.
- 17.** If a copy of the supporting document is required to be submitted, the copy must be certified as true copy by:
- (a) a notary public practising in Hong Kong;
 - (b) a solicitor practising in Hong Kong;
 - (c) a certified public accountant (practising) within the meaning of section 2 of the Professional Accountants Ordinance;
 - (d) an officer of the court in Hong Kong who is authorised by law to certify documents for any judicial or other legal purpose;
 - (e) a professional company secretary practising in Hong Kong;
 - (f) a consular officer of the applicant's home country, in case the applicant is a non-Hong Kong resident or an entity not registered in Hong Kong; or
 - (g) the authority or body which issues the document.

Requirements on Supporting Documents
(Applicable to Solicitors, Foreign Lawyers and Legal Professionals only)

For the opening of Special Account for obtaining Protected Information, the applicant, being a solicitor, a foreign lawyer or a legal professional, is required to submit the supporting documents mentioned in Section I together with the application.

In this document, a solicitor, a foreign lawyer and a legal professional have the following meanings-:

- **A solicitor** means a solicitor as defined by section 2(1) of the Legal Practitioners Ordinance (Cap. 159) who practises law in a Hong Kong firm which has the meaning given by section 2(1) of the Legal Practitioners Ordinance.
- **A foreign lawyer** means a foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance who practises foreign law in a Hong Kong firm or a foreign firm. Hong Kong firm and foreign firm have the meaning given by section 2(1) of the Legal Practitioners Ordinance.
- **A legal professional** means a solicitor or foreign lawyer as defined by section 2(1) of the Legal Practitioners Ordinance.

I. For submission with Form PS4A “Application for Opening of Special Account relating to Protected Information by Designated Types of Specified Persons (Advance Application)”

(A) Identification documents

- His/her Hong Kong Identity Card;
- His/her passport; or
- His/her identity card issued by a government authority outside Hong Kong.

(B) Evidence of the capacity of the applicant

Type of applicant	Supporting documents as evidence of the capacity of the applicant
A solicitor	<ul style="list-style-type: none"> - The practising certificate issued by the Law Society of Hong Kong under s. 6 of the Legal Practitioners Ordinance (Cap. 159); and - A letter issued by a Hong Kong firm (i.e. a law firm in which all of the partners are solicitors; or the sole practitioner of which is a solicitor) under its letterhead certifying that the solicitor practises law in the firm

Type of applicant	Supporting documents as evidence of the capacity of the applicant
A foreign lawyer	<ul style="list-style-type: none"> - The document evidencing that the Law Society of Hong Kong has registered the applicant as a foreign lawyer under s. 39A of the Legal Practitioners Ordinance; and (a) A letter issued by a Hong Kong firm (i.e. a law firm in which all of the partners are solicitors; or the sole practitioner of which is a solicitor) under its letterhead certifying that the foreign lawyer practises law in the firm; or (b) A letter issued by a foreign firm (i.e. a law firm or sole practitioner that is registered as a foreign firm under Part IIIA of the Legal Practitioners Ordinance) under its letterhead certifying that the foreign lawyer practises law in the firm
A legal professional	<ul style="list-style-type: none"> - The certificate of admission signed by a judge certifying that the applicant was admitted as a solicitor of the High Court of Hong Kong; or - The practising certificate issued by the Law Society of Hong Kong under s. 6 of the Legal Practitioners Ordinance; or - A copy of the roll of solicitors kept by the Registrar of the High Court of Hong Kong under s. 5 of the Legal Practitioners Ordinance with the applicant's name entered on the roll; or - The document evidencing that the Law Society of Hong Kong has registered the applicant as a foreign lawyer under s. 39A of the Legal Practitioners Ordinance

II. Certification of supporting documents

Supporting documents which are not submitted in original must be certified by one of the following persons:

- (i) a notary public practising in Hong Kong;
- (ii) a solicitor practising in Hong Kong;
- (iii) a certified public accountant (practising) within the meaning of s.2 of the Professional Accountants Ordinance (Cap. 50);
- (iv) an officer of the court in Hong Kong who is authorised by law to certify documents for any judicial or other legal purpose;
- (v) a professional company secretary practising in Hong Kong;
- (vi) a consular officer of applicant's home country, in case the applicant is a non-Hong Kong resident; or
- (vii) the authority or body which issues the document.

證明文件的要求 (只適用於律師、外地律師及法律專業人士)

要開立專屬帳戶以取得受保護資料的申請，申請人，即律師或外地律師，或法律專業人士，須連同申請表一併遞交第 I 項所述的證明文件。

在本文件中，律師、外地律師及法律專業人士有以下涵義：

- **律師**指在香港律師行(具有《法律執業者條例》(第 159 章)第 2(1)條所給予的涵義)從事法律執業的、《法律執業者條例》第 2(1)條所界定的律師。
- **外地律師**指在香港律師行或外地律師行從事外地法律執業的、《法律執業者條例》第 2(1)條所界定的外地律師。香港律師行及外地律師行具有《法律執業者條例》第 2(1)條所給予的涵義。
- **法律專業人士**指《法律執業者條例》第 2(1)條所界定的律師或外地律師。

I. 有關遞交表格 PS4A「特定類別指明人士申請開立有關受保護資料的專屬帳戶(優先申請)」

(A) 身分證明文件

- 香港身分證；
- 護照；或
- 由香港以外的政府機關簽發的身分證

(B) 能證明申請人的身分的證據

申請人類別	能證明申請人的身分的證明文件
律師	- 香港律師會根據《法律執業者條例》(第 159 章)第 6 條發出的執業證書；及 - 由香港律師行(即律師行的所有合夥人均為律師；或律師行的獨資經營者是律師)發出印有其信頭的信函，以證明該律師在該律師行執業。
外地律師	- 能證明香港律師會已根據《法律執業者條例》第 39A 條將申請人註冊為外地律師的文件；及 (a) 由香港律師行(即律師行的所有合夥人均為律師；或律師行的獨資經營者是律師)發出印有其信頭的信函，以證明該外地律師在該律師行執業；或 (b) 由外地律師行(即根據《法律執業者條例》第 IIIA 部註冊為外地律師行的律師行或獨資經營者)發出印有其信頭的信函，以證明該外地律師在該律師行執業。
法律專業人士	- 由一名法官所簽署的認許證書，以證明申請人獲認許為香港高等法院的律師；或 - 香港律師會根據《法律執業者條例》第 6 條發出的執業證書；或 - 香港高等法院司法常務官根據《法律執業者條例》第 5 條備存的

	律師登記冊的副本，其上列有申請人的姓名；或 - 證明香港律師會已根據《法律執業者條例》第 39A 條將申請人註冊為外地律師的文件。
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II. 證明文件的核證

如遞交的證明文件並非正本，須經由以下其中一名人士核證：

- (i) 在香港執業的公證人；
- (ii) 在香港執業的律師；
- (iii) 《專業會計師條例》（第 50 章）第 2 條所指的執業會計師；
- (iv) 獲法律授權核證作任何司法或其他法律用途的文件的香港法院人員；
- (v) 在香港執業的專業公司秘書；
- (vi) 如申請人並非香港居民，其所屬國家的領事館官員；或
- (vii) 發出該文件的機關或機構。

公司註冊處

2022 年 8 月