

服務項目 Service Content		所需工作日 Lead Day(s)	服務費 Service Fee	附加費 Additional Fee		
公司現況證明書 (標準版)	Certificate of Incumbency (Standard)	5	3,800.-	---		
公司現況證明書 (詳細版)	Certificate of Incumbency (Descriptive)	5	5,900.-	---		
有效及合法性證書	Certificate of Good Standing	5	4,800.-	---		
免稅證明書	Certificate of Tax Exemption	15	5,800.-	---		
申請政府實體證書 (每份)	Application for Physical Certificate issued by Registry (per document)	---	600.-	---		
經濟實質申報	Declaration of Economic Substance	1	1,800.-	---		
中華人民共和國大使館認證書	Documents attested by Chinese Embassy	30	40,500.-	---		
更改公司名稱	無中文名	Change of Co. Name	without Chinese Name	5,800.-	---	
	有中文名		with Chinese Name			11,100.-
更改公司營運地址	Change of Company Trading Address	1	2,000.-	---		
更改公司成員資料	Change of Information of Member	1	2,000.-	---		
更改或增加董事 / 每名	Change of Director / each	1	3,800.-	---		
更改或增加股東 / 每名	Change of Shareholder / each	1	3,800.-	---		
增加註冊股本/每次 *	Increase of Issued Share / each *	10 △	19,000.-	---		
補領公司註冊證書	Apply a copy of Company Incorporation Certificate	15	3,800.-	---		
簽發會計師鑒証本	Certified True Copy by CPA	1	1,200.-/每年度 Per Year	---		
簽發商業文件 / 証件鑒証本	Certified True Copy of Business Document / Identification	1	1,000.-/每類別 Per Type	---		
會議記錄 / 決議	Drafting of Minutes / Resolutions	1	1,000.-	---		
鋼印	Common Seal	3	1,000.-	---		
原子印	Pre-ink Stamp	3	600.-	---		
重印股票本	Reprint of Share Certificate	2	700.-/ 10 頁 Sheet	---		
重印公司章程	Reprint of M&A	3	3,800.-/ 5 本 Booklets	---		
重做全套公司綠盒 +	Re-make full set of Company Kit +	3	5,800.-	速遞費 Courier Fee		
押記名冊備案	Registration of Charges	20	7,400.-	律師費：報價 Lawyer Fee : By quotation		
撤銷押記名冊備案	Registration of Cessation of Charges	14	7,400.-	---		
海外公司註冊除名	公司沒有資產	Deregistration of Offshore Company	Company without Assets	90	29,100.-	---
	公司擁有資產		Company with Assets	---	報價 By quotation	---
委任 SBC 為註冊代理手續費	Transfer In : Appoint SBC as Register Agent	30	2,000.-	代收代付費 At cost by quotation		
更改公司執行人手續費	Transfer Out : Change of Administrator	30	5,800.-	US\$ 650.-		
索取「註冊公司文件」/每年度 /每次	Collect "Company Document" /per Year /per Order	---	200.-	---		

駿業國際保留隨時調整收費、服務及相關條款及細則之權利，而毋須另行通知。

SBC International reserves the right to amend any of the prices and relevant terms without any notice when the amendment is deemed necessary.

續牌項目 Renewal Item (HK\$)

	續牌到期日 Renewal Due Date	牌照年費 License Fee per year	罰款 / 手續費 Penalty / Service Fee	合計費用 Total Fee
註冊股數不超過 50,000 股 Authorized Share not over 50,000 shares	到期日之前 on or before due date	13,600.-	---	13,600.-
	到期日之後的 60 天內 not over 60 days after due date		1,000.-	14,600.-
	到期日之後的 61 - 150 天內 within 61 - 150 days after due date		2,500.-	16,100.-
	到期日之後的 151 - 180 天 ▼ within 151 - 180 days after due date		11,500.-	25,100.-
	到期日之後的 181 天或以上 ▼ 181 days or over after due date		15,500.-	29,100.-
	續牌到期日 Renewal Due Date	牌照年費 License Fee per year	罰款 / 手續費 Penalty / Service Fee	合計費用 Total Fee
註冊股數 50,000 股以上 Authorized Share over 50,000 shares	到期日之前 on or before due date	21,300.-	---	21,300.-
	到期日之後的 60 天內 not over 60 days after due date		2,000.-	23,300.-
	到期日之後的 61 - 150 天內 within 61 - 150 days after due date		7,000.-	28,300.-
	到期日之後的 151 - 180 天 ▼ within 151 - 180 days after due date		16,000.-	37,300.-
	到期日之後的 181 天或以上 ▼ 181 days or over after due date		20,000.-	41,300.-

備註  
Remarks

- \* 更改註冊資本後會提供一本正本的公司章程。(凡該公司在 1998 年之前成立的不會提供公司章程。)  
增加註冊資本並無上下限，增加多少一律收費。  
One original copy of amended M&A will be provided after the increase of authorized share capital.  
(Not applicable to Company which incorporated on or before 1998)  
No limitation to the amount of increasing share capital. Fixed Fee will be charged per increase.
- + 公司綠盒包括：印章 3 個 / 鋼印 / 股票 / 公司章程  
Company kit including : 3 Pre-ink Stamp / 1 Common Seal / Share Certificate / M&A
- ▼ 公司已被除名者，罰款中已包含續牌罰款及政府復名費用。(報價)  
Restoration fee is inclusive in the government penalty for company that had already been struck off. (By Quotation)
- △ 只限於註冊代理為 Overseas Company Services Limited 之客戶，否則需附加 10 個工作日  
Only for OCS (BVI) Registered Agent Customers, otherwise there will be an additional of 10 working days.

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