



信託或公司服務提供者牌照申請書

Application for a Trust or Company Service Provider Licence

第一部  
Part 1

申請人詳情  
Particulars of Applicant

申請人屬 The Applicant is	請在適用的空格內加上✓號 Please tick the relevant box											
	<input type="checkbox"/> 以獨資經營人身分經營業務的個人 an individual carrying on business as a sole proprietor											
	<input type="checkbox"/> 合夥 a partnership											
	<input type="checkbox"/> 法團 a corporation											
申請人姓名／名稱 Name of Applicant	9	中文姓名／名稱 Name in Chinese										
	英文姓名／名稱 Name in English											
申請人的業務名稱 Name of Business of the Applicant	中文名稱 Name in Chinese											
	英文名稱 Name in English											
商業登記證 Business Registration Certificate	號碼 No.				屆滿日期 Expiry Date							
	(起首的8個數字 First 8 digits)				日D 日D 月M 月M 年Y 年Y 年Y 年Y							

請勿填寫本欄 For Official Use



## Part 1 (cont'd)

### Particulars of Applicant

營業地址 Business Address		請在適用的空格內加上✓號 Please tick the relevant box																										
室／店舖 Flat／Room／Unit／Shop, etc.																												
樓 Floor																												
座／期 Block／Tower／Phase																												
大廈名稱 Building Name																												
屋邨／屋苑名稱 Estate／Court Name																												
門牌號碼 Street No.																												
街道名稱(或鄉村) Street Name (or Village)																												
地區 District																												
		<input type="checkbox"/> 香港 Hong Kong						<input type="checkbox"/> 九龍 Kowloon						<input type="checkbox"/> 新界 New Territories														
業務網址 Business Website Address																												
業務電郵地址 Business Email Address																												
業務聯絡號碼(香港) Business Contact No. (Hong Kong)		電話 Telephone									傳真 Fax																	
屬法團申請人的詳情 Particulars of TCSP Applicant which is a Corporation	公司編號 Company No.																											
											(只適用於在香港成立或註冊的法團) (Only applicable to corporation incorporated or registered in HK)																	
	成立所在地 Place of Incorporation 請在適用的空格內加上✓號 Please tick the relevant box																											
	<input type="checkbox"/> 香港 Hong Kong										<input type="checkbox"/> 其他(請註明) Others (Please specify)																	
成立／註冊日期 Date of Incorporation／Registration																	10											
																	DD DD		MM MM		年Y		年Y		年Y			



## 第二部 Part 2

## 申請人／申請人的最終擁有人／合夥人／董事的詳情 – 屬個人 Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

(如有超過一名個人，請用續頁A 填報其他個人的詳情)

(If there is more than one individual, please use Continuation Sheet A to report the particulars of the other individual(s))

身份 Capacity	請在適用的空格內加上✓號 Please tick the relevant box(es)	
	<input type="checkbox"/>	申請人(以獨資經營人身分經營業務的個人) Applicant (an individual carrying on business as a sole proprietor)
	<input type="checkbox"/>	申請人的最終擁有人 Applicant's ultimate owner
	<input type="checkbox"/>	申請人的合夥人(屬個人) Applicant's partner who is an individual
	<input type="checkbox"/>	申請人的董事(屬個人) Applicant's director who is an individual

個人資料 Personal Details											
中文姓名 Name in Chinese											
中文電碼 Chinese Commercial Codes											
	(只適用於香港身分證持有人) (Only applicable to holder of Hong Kong Identity Card)										
英文姓名 Name in English	姓氏 Surname										
	名字 Other Names										
國籍 Nationality											
出生地點 Place of Birth											
出生日期 Date of Birth											
	日D	日D	月M	月M	年Y	年Y	年Y	年Y			



第二部(續)  
Part 2 (cont'd)

申請人／申請人的最終擁有人／合夥人／董事的詳情 – 屬個人  
Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

聯絡資料 Contact Details														
通訊地址 Correspondence Address		11	請在適用的空格內加上✓號 Please tick the relevant box											
室／店舖 Flat / Room / Unit / Shop, etc.														
樓 Floor														
座／期 Block / Tower / Phase														
大廈名稱 Building Name														
屋邨／屋苑名稱 Estate / Court Name														
門牌號碼 Street No.														
街道名稱(或鄉村) Street Name (or Village)														
地區 District														
		<input type="checkbox"/> 香港 Hong Kong	<input type="checkbox"/> 九龍 Kowloon	<input type="checkbox"/> 新界 New Territories										
國家／地區 Country / Region														
電郵地址 Email Address														
香港電話號碼 Hong Kong Telephone No.														



第二部(續)  
Part 2 (cont'd)

申請人／申請人的最終擁有人／合夥人／董事的詳情 – 屬個人  
Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

身分證明 Identification <span style="float: right;">12</span>	
香港身分證 Hong Kong Identity Card	號碼 No.
	( )
護照 Passport	簽發國家 Issuing Country
	號碼 No.
其他身分證明文件／ 旅遊證件 Other Identification / Travel Document	證件類別 Document Type
	簽發地點 Place of Issue
	號碼 No.

適當人選的評定 Fit and Proper Test <span style="float: right;">13</span>
<p>上述人士 The above-mentioned person (請在適用的空格內加上✓號 Please tick the relevant box)</p> <p> <input type="checkbox"/> 屬會計師 is a certified public accountant           <input type="checkbox"/> 屬律師 is a solicitor           <input type="checkbox"/> 屬外地律師 is a foreign lawyer         </p> <p>證明該人士屬上述其中一類人士的文件之複本須連同本表格一併提交。 A copy of the document proving that the person belongs to one of the above categories should be submitted together with this form.</p> <p> <input type="checkbox"/> 不屬上述任何一類 does not belong to one of the above categories         </p> <p>上述人士的「適當人選陳述書」(表格 TCSP4)及相關費用須連同本表格一併提交。 A Statement on Fit and Proper Criteria (Form TCSP4) of the above-mentioned person and the required fee must be submitted together with this form.</p>



## 第三部 Part 3

## 申請人的合夥人／董事的詳情 – 屬法團 Particulars of Applicant's Partner/Director – Corporation

(如有超過一名屬法團的合夥人／董事，請用續頁 B 填報其他合夥人／董事的詳情)

(If there is more than one partner/director which is a corporation, please use Continuation Sheet B to report the particulars of the other partner(s)/director(s))

身份 Capacity	請在適用的空格內加上✓號 Please tick the relevant box	
	<input type="checkbox"/>	申請人的合夥人(屬法團) Applicant's partner which is a corporation
	<input type="checkbox"/>	申請人的董事(屬法團) Applicant's director which is a corporation

法團資料 Corporation Details														
中文名稱 Name in Chinese														
英文名稱 Name in English														
公司編號 Company No.									(只適用於在香港成立或註冊的法團) (Only applicable to corporation incorporated or registered in HK)					
成立所在地 Place of Incorporation	請在適用的空格內加上✓號 Please tick the relevant box													
	<input type="checkbox"/> 香港 Hong Kong				<input type="checkbox"/> 其他(請註明) Others (Please specify)									
成立／註冊日期 Date of Incorporation/ Registration	14	日D	日D	月M	月M	年Y	年Y	年Y	年Y					
商業登記證號碼 Business Registration Certificate No.									(起首的 8 個數字) (如適用) (First 8 digits) (if applicable)					



## 第三部(續)

## Part 3 (cont'd)

## 申請人的合夥人／董事的詳情 – 屬法團

## Particulars of Applicant's Partner/Director – Corporation

聯絡資料 Contact Details														
營業地址 Business Address		請在適用的空格內加上✓號 Please tick the relevant box												
室／店舖 Flat/Room/Unit/Shop, etc.														
樓 Floor														
座／期 Block/Tower/Phase														
大廈名稱 Building Name														
屋邨／屋苑名稱 Estate/Court Name														
門牌號碼 Street No.														
街道名稱(或鄉村) Street Name (or Village)														
地區 District														
		<input type="checkbox"/> 香港 Hong Kong	<input type="checkbox"/> 九龍 Kowloon	<input type="checkbox"/> 新界 New Territories										
國家／地區 Country/Region														
電郵地址 Email Address														
業務聯絡號碼(香港) Business Contact No. (Hong Kong)		電話 Telephone						傳真 Fax						



## 第三部(續) Part 3 (cont'd)

## 申請人的合夥人／董事的詳情 – 屬法團 Particulars of Applicant's Partner/Director – Corporation

### 適當人選的評定 Fit and Proper Test

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上述法團 The above-mentioned corporation (請在適用的空格內加上✓號 Please tick the relevant box)

- ☐ 屬會計師執業法團 is a corporate practice of certified public accountants
- ☐ 屬認可機構 is an authorized institution
- ☐ 屬持牌法團 is a licensed corporation

證明該法團屬上述其中一類人士的文件之複本須連同本表格一併提交。

A copy of the document proving that the corporation belongs to one of the above categories should be submitted together with this form.

- ☐ 不屬上述任何一類 does not belong to one of the above categories

上述法團的「適當人選陳述書」(表格 TCSP5)及相關費用須連同本表格一併提交。

A Statement on Fit and Proper Criteria (Form TCSP5) of the above-mentioned corporation and the required fee must be submitted together with this form.

## 第四部 Part 4

## 合規主任及／或洗錢報告主任的詳情 Particulars of the Compliance Officer ("CO") and /or Money Laundering Reporting Officer ("MLRO")

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(如有超過一名合規主任及／或洗錢報告主任，請用續頁 C 填寫其他合規主任及／或洗錢報告主任的詳情)

(If there is more than one Compliance Officer and/or Money Laundering Reporting Officer, please use Continuation Sheet C to report the particulars of the other Compliance Officer(s) /or Money Laundering Reporting Officer(s))

身份 Capacity	請在適用的空格內加上✓號 (如下述人士同時出任合規主任及洗錢報告主任，請在上述兩個空格內均加上✓號) Please tick the relevant box(es) (If the person below is both the Compliance Officer and the Money Laundering Reporting Officer, please tick both boxes above)	
	<input type="checkbox"/> 合規主任 Compliance Officer	<input type="checkbox"/> 洗錢報告主任 Money Laundering Reporting Officer
中文姓名 Name in Chinese		
英文姓名 Name in English	姓氏 Surname	
	名字 Other Names	





## 第四部(續)

## Part 4 (cont'd)

## 合規主任及／或洗錢報告主任的詳情

## Particulars of the Compliance Officer ("CO") and/or Money Laundering Reporting Officer ("MLRO")

如合規主任及／或洗錢報告主任是申請人或申請人的最終擁有人／合夥人／董事，則無須填報以下詳情  
No need to complete the following particulars if the CO and/or MLRO is the Applicant or the ultimate owner/partner/director of the Applicant

在業務擔任的職位 Position in Business	
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身分證明 Identification	
香港身分證 Hong Kong Identity Card	號碼 No.
	( )
護照 Passport	簽發國家 Issuing Country
	號碼 No.
其他身分證明文件／ 旅遊證件 Other Identification／ Travel Document	證件類別 Document Type
	簽發地點 Place of Issue
	號碼 No.

聯絡資料 Contact Details	
電郵地址 Email Address	
香港電話號碼 Hong Kong Telephone No.	



第五部  
Part 5

證明書  
Certification

本人現核證：-

I certify that:-

- (a) 本申請書內提供的資料均屬完整、真實及正確無誤。

The information given in this application is complete, true and correct.

- (b) 本人已閱讀香港法例第 615 章《打擊洗錢及恐怖分子資金籌集條例》(「打擊洗錢條例」)。本人明白打擊洗錢條例第 53ZN 條訂明任何人在根據打擊洗錢條例第 5A 部向公司註冊處(「處長」)提出的申請、作出的具報或提供的任何其他文件內，或為與在該部向處長提出的申請或作出的具報相關的目的，(1)作出在要項上屬虛假或具誤導性的陳述；及知道該項陳述在要項上屬虛假或具誤導性，或罔顧該項陳述是否在要項上屬虛假或具誤導性；或(2)在某項陳述中遺漏任何要項，以致該項陳述成為虛假或具誤導性的陳述；及知道該項陳述遺漏該要項，或罔顧該項陳述是否遺漏該要項，即屬犯罪，一經定罪，可被處第 5 級罰款(50,000 元)及監禁 6 個月。

I have read the Anti-Money Laundering and Counter-Terrorist Financing Ordinance, Chapter 615 ("the AMLO"). I understand that section 53ZN of the AMLO provides that any person who, in an application made, a notification given or any other document provided to the Registrar of Companies ("the Registrar") under Part 5A of the AMLO or for a purpose in connection with an application made or a notification given to the Registrar under that Part, (1) makes a statement that is false or misleading in a material particular; and knows that, or is reckless as to whether, the statement is false or misleading in a material particular; or (2) omits a material particular from a statement with the result that the statement is rendered false or misleading; and knows that, or is reckless as to whether, the material particular is omitted from the statement, commits an offence and is liable on conviction to a fine at level 5 (\$50,000) and to imprisonment for 6 months.

- (c) 本人已閱讀處長發出的《信託或公司服務提供者發牌指引》及《信託或公司服務提供者遵從打擊洗錢及恐怖分子資金籌集規定的指引》，並明白持牌人的責任。

I have read the 'Guideline on Licensing of Trust or Company Service Providers' and the 'Guideline on Compliance of Anti-Money Laundering and Counter-Terrorist Financing Requirements for Trust or Company Service Providers' issued by the Registrar and understand the duties of a licensee.

- (d) 如本表格內填報的資料其後有任何改變，本人會立即以書面形式通知處長有關改變。

If there are any subsequent changes in particulars provided in this form, I shall notify the Registrar in writing immediately of the changes.

- (e) 本人及所有從本表格中被收集個人資料的人士已閱讀本表格內的填表須知所載的收集個人資料聲明，並明白當中內容。

I and all persons of whom personal information has been collected in this form have read the Personal Information Collection Statement stated in the Notes for Completion of this form and understand the contents stated therein.

本表格包括下列續頁 This Form includes the following Continuation Sheet(s)

續頁 Continuation Sheet(s)	A	B	C
頁數 No. of pages			

簽署  
Signed

簽署日期

Date of Signature

日D	日D	月M	月M	年Y	年Y	年Y	年Y		

姓名  
Name

- ☐ 申請人 Applicant
- ☐ 獲合夥授權的合夥人 Authorized partner of the partnership
- ☐ 獲法團授權的董事 Authorized director of the corporation

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



# 續頁 A

## Continuation Sheet A

### 第二部 Part 2

申請人／申請人的最終擁有人／合夥人／董事的詳情 – 屬個人  
Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

身份 Capacity	請在適用的空格內加上✓號 Please tick the relevant box(es)	
	<input type="checkbox"/>	申請人(以獨資經營人身分經營業務的個人) Applicant (an individual carrying on business as a sole proprietor)
	<input type="checkbox"/>	申請人的最終擁有人 Applicant's ultimate owner
	<input type="checkbox"/>	申請人的合夥人(屬個人) Applicant's partner who is an individual
	<input type="checkbox"/>	申請人的董事(屬個人) Applicant's director who is an individual

個人資料 Personal Details	
中文姓名 Name in Chinese	
中文電碼 Chinese Commercial Codes	
	(只適用於香港身分證持有人) (Only applicable to holder of Hong Kong Identity Card)
英文姓名 Name in English	姓氏 Surname
	名字 Other Names
國籍 Nationality	
出生地點 Place of Birth	
出生日期 Date of Birth	
	日D 日D 月M 月M 年Y 年Y 年Y 年Y



## 續頁 A

## Continuation Sheet A

## 第二部(續)

## Part 2 (cont'd)

申請人／申請人的最終擁有人／合夥人／董事的詳情 - 屬個人

Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director - Individual

聯絡資料 Contact Details														
通訊地址 Correspondence Address		11	請在適用的空格內加上✓號 Please tick the relevant box											
室／店舖 Flat/Room/Unit/Shop, etc.														
樓 Floor														
座／期 Block/Tower/Phase														
大廈名稱 Building Name														
屋邨／屋苑名稱 Estate/Court Name														
門牌號碼 Street No.														
街道名稱(或鄉村) Street Name (or Village)														
地區 District														
		<input type="checkbox"/> 香港 Hong Kong	<input type="checkbox"/> 九龍 Kowloon	<input type="checkbox"/> 新界 New Territories										
國家／地區 Country/Region														
電郵地址 Email Address														
香港電話號碼 Hong Kong Telephone No.														



## 續頁 A

## Continuation Sheet A

第二部(續)  
Part 2 (cont'd)

申請人／申請人的最終擁有人／合夥人／董事的詳情 – 屬個人  
Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

身分證明 Identification <span style="float: right;">12</span>	
香港身分證 Hong Kong Identity Card	號碼 No.
	( )
護照 Passport	簽發國家 Issuing Country
	號碼 No.
其他身分證明文件／ 旅遊證件 Other Identification / Travel Document	證件類別 Document Type
	簽發地點 Place of Issue
	號碼 No.

適當人選的評定 Fit and Proper Test <span style="float: right;">13</span>	
<p>上述人士 The above-mentioned person (請在適用的空格內加上✓號 Please tick the relevant box)</p> <p> <input type="checkbox"/> 屬會計師 is a certified public accountant           <input type="checkbox"/> 屬律師 is a solicitor           <input type="checkbox"/> 屬外地律師 is a foreign lawyer         </p> <p>證明該人士屬上述其中一類人士的文件之複本須連同本表格一併提交。 A copy of the document proving that the person belongs to one of the above categories should be submitted together with this form.</p> <p> <input type="checkbox"/> 不屬上述任何一類 does not belong to one of the above categories         </p> <p>上述人士的「適當人選陳述書」(表格 TCSP4)及相關費用須連同本表格一併提交。 A Statement on Fit and Proper Criteria (Form TCSP4) of the above-mentioned person and the required fee must be submitted together with this form.</p>	



## 續頁 B

## Continuation Sheet B

第三部  
Part 3申請人的合夥人／董事的詳情 – 屬法團  
Particulars of Applicant's Partner/Director – Corporation

身份 Capacity	請在適用的空格內加上✓號 Please tick the relevant box	
	<input type="checkbox"/>	申請人的合夥人(屬法團) Applicant's partner which is a corporation
	<input type="checkbox"/>	申請人的董事(屬法團) Applicant's director which is a corporation

法團資料 Corporation Details														
中文名稱 Name in Chinese														
英文名稱 Name in English														
公司編號 Company No.											(只適用於在香港成立或註冊的法團) (Only applicable to corporation incorporated or registered in HK)			
成立所在地 Place of Incorporation	請在適用的空格內加上✓號 Please tick the relevant box													
	<input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 其他 (請註明) Others (Please specify)													
成立／註冊日期 Date of Incorporation/Registration	14	日D	日D	月M	月M	年Y	年Y	年Y	年Y					
商業登記證號碼 Business Registration Certificate No.											(起首的8個數字) (如適用) (First 8 digits) (if applicable)			



## 續頁 B

## Continuation Sheet B

第三部(續)

Part 3 (cont'd)

申請人的合夥人／董事的詳情 – 屬法團

Particulars of Applicant's Partner/Director – Corporation

聯絡資料 Contact Details														
營業地址 Business Address		請在適用的空格內加上✓號 Please tick the relevant box												
室／店舖 Flat/Room/Unit/Shop, etc.														
樓 Floor														
座／期 Block/Tower/Phase														
大廈名稱 Building Name														
屋邨／屋苑名稱 Estate/Court Name														
門牌號碼 Street No.														
街道名稱(或鄉村) Street Name (or Village)														
地區 District														
		<input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 九龍 Kowloon <input type="checkbox"/> 新界 New Territories												
國家／地區 Country/Region														
電郵地址 Email Address														
業務聯絡號碼(香港) Business Contact No. (Hong Kong)		電話 Telephone						傳真 Fax						



## 續頁 B

## Continuation Sheet B

第三部(續)

Part 3 (cont'd)

申請人的合夥人／董事的詳情 – 屬法團

Particulars of Applicant's Partner/Director – Corporation

## 適當人選的評定 Fit and Proper Test

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上述法團 The above-mentioned corporation (請在適用的空格內加上✓號 Please tick the relevant box)

- ☐ 屬會計師執業法團  
is a corporate practice of  
certified public accountants
 ☐ 屬認可機構  
is an authorized institution
 ☐ 屬持牌法團  
is a licensed corporation

證明該法團屬上述其中一類人士的文件的複本須連同本表格一併提交。

**A copy of the document proving that the corporation belongs to one of the above categories should be submitted together with this form.**

- ☐ 不屬上述任何一類 does not belong to one of the above categories

上述法團的「適當人選陳述書」(表格 TCSP5)及相關費用須連同本表格一併提交。

**A Statement on Fit and Proper Criteria (Form TCSP5) of the above-mentioned corporation and the required fee must be submitted together with this form.**





## Continuation Sheet C

第四部  
Part 4

### 合規主任及／或洗錢報告主任的詳情

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Particulars of the Compliance Officer ("CO") and / or Money Laundering Reporting Officer ("MLRO")

[illegible]

如合規主任及／或洗錢報告主任是申請人或申請人的最終擁有人／合夥人／董事，則無須填報以下詳情  
No need to complete the following particulars if the CO and/or MLRO is the Applicant or the ultimate owner/  
partner/director of the Applicant

[illegible]

## 續頁 C

## Continuation Sheet C

## 第四部(續)

## Part 4 (cont'd)

合規主任及／或洗錢報告主任的詳情

Particulars of the Compliance Officer ("CO") and/or Money Laundering Reporting Officer ("MLRO")

身分證明 Identification		17
香港身分證 Hong Kong Identity Card	號碼 No.	
	( )	
護照 Passport	簽發國家 Issuing Country	
	號碼 No.	
其他身分證明文件／ 旅遊證件 Other Identification／ Travel Document	證件類別 Document Type	
	簽發地點 Place of Issue	
	號碼 No.	

聯絡資料 Contact Details	
電郵地址 Email Address	
香港電話號碼 Hong Kong Telephone No.	



## 須提交的證明文件的核對清單 (與申請表格 TCSP1 一併提交)

申請人	
以獨資經營人身分經營業務的個人	<ul style="list-style-type: none"> <li>■ 有效商業登記證的複本</li> <li>■ 商業登記冊內的資料摘錄的複本</li> <li>■ 已填妥的適當人選陳述書 (表格 TCSP4)</li> <li>■ 香港身分證／護照的個人資料頁／其他身分證明文件／旅遊證件的複本</li> </ul>
合夥	<ul style="list-style-type: none"> <li>■ 有效商業登記證的複本</li> <li>■ 商業登記冊內的資料摘錄的複本</li> <li>■ 經所有合夥人簽署授權有關的合夥人作出本申請的授權書的複本</li> </ul>
法團 (在香港成立為法團)	<ul style="list-style-type: none"> <li>■ 有效商業登記證的複本</li> <li>■ 經董事局簽署授權有關的董事作出本申請的授權書的複本</li> <li>■ 集團架構<sup>(1)</sup>及集團每一成員<sup>(1)</sup>的持股量百分率的資料</li> </ul>
法團 (在香港以外地方成立為法團)	<ul style="list-style-type: none"> <li>■ 有效商業登記證的複本</li> <li>■ 商業登記冊內的資料摘錄的複本 (如該法團並沒有在公司註冊處註冊)</li> <li>■ 經董事局簽署授權有關的董事作出本申請的授權書的複本</li> <li>■ 集團架構<sup>(1)</sup>及集團每一成員<sup>(1)</sup>的持股量百分率的資料</li> </ul>
申請人的每一名屬個人的最終擁有人／合夥人／董事	
	<ul style="list-style-type: none"> <li>■ 已填妥的適當人選陳述書 (表格 TCSP4) 或 證明該人士屬會計師、律師或外地律師的文件的複本 (請參閱填表須知第 13 項)</li> <li>■ 香港身分證／護照的個人資料頁／其他身分證明文件／旅遊證件的複本</li> </ul>
申請人的每一名屬法團的合夥人／董事	
在香港成立為法團的法團	<ul style="list-style-type: none"> <li>■ 已填妥的適當人選陳述書 (表格 TCSP5) 或 證明該法團屬會計師執業法團、認可機構或持牌法團的文件的複本(請參閱填表須知第 15 項)</li> <li>■ 有效商業登記證的複本</li> </ul>
在公司註冊處註冊的註冊非香港公司	<ul style="list-style-type: none"> <li>■ 已填妥的適當人選陳述書 (表格 TCSP5) 或 證明該法團屬認可機構或持牌法團的文件的複本 (請參閱填表須知第 15 項)</li> <li>■ 有效商業登記證的複本</li> </ul>
在香港以外地方成立為法團、而且沒有在公司註冊處註冊的法團	<ul style="list-style-type: none"> <li>■ 已填妥的適當人選陳述書 (表格 TCSP5) 或 證明該法團屬認可機構或持牌法團的文件的複本 (請參閱填表須知第 15 項)</li> <li>■ 有效商業登記證的複本</li> <li>■ 由法團成立所在地發出的「公司迄今仍註冊證書」或同類文件的複本</li> </ul>

註:

- (1) 「集團架構」是指顯示直接或間接持有申請人的股份及／或有股份由申請人持有的所有公司的組織架構。「集團成員」則是指任何這些公司。

## Checklist for submission of supporting documents (to be submitted with the Form TCSP1)

<b><i>The Applicant</i></b>	
Individual carrying on business as a sole proprietor	<ul style="list-style-type: none"> <li>■ A copy of valid Business Registration Certificate</li> <li>■ A copy of Extract of Information on the Business Register</li> <li>■ A completed Statement on Fit and Proper Criteria (Form TCSP4)</li> <li>■ A copy of Hong Kong Identity Card/Bio-data page of the Passport/Other Identification/Travel Document</li> </ul>
Partnership	<ul style="list-style-type: none"> <li>■ A copy of valid Business Registration Certificate</li> <li>■ A copy of Extract of Information on the Business Register</li> <li>■ A copy of the authorization letter signed by all partners authorizing the partner to make the application</li> </ul>
Corporation (incorporated in Hong Kong)	<ul style="list-style-type: none"> <li>■ A copy of valid Business Registration Certificate</li> <li>■ A copy of the authorization letter signed by the Board of Directors authorizing the director to make the application</li> <li>■ Information of group structure<sup>(1)</sup> and percentage of shareholdings of each group member<sup>(1)</sup></li> </ul>
Corporation (incorporated outside Hong Kong)	<ul style="list-style-type: none"> <li>■ A copy of valid Business Registration Certificate</li> <li>■ A copy of Extract of Information on the Business Register if the corporation has not registered with the Companies Registry</li> <li>■ A copy of the authorization letter signed by the Board of Directors authorizing the director to make the application</li> <li>■ Information of group structure<sup>(1)</sup> and percentage of shareholdings of each group member<sup>(1)</sup></li> </ul>
<b><i>Each of the Applicant's Ultimate Owner(s)/Partner(s)/Director(s) who is an individual</i></b>	
	<ul style="list-style-type: none"> <li>■ A completed Statement on Fit and Proper Criteria (Form TCSP4) <u>or</u> a copy of the document proving that the person is a certified public accountant, a solicitor or a foreign lawyer (please refer to Item 13 of the Notes for Completion)</li> <li>■ A copy of Hong Kong Identity Card/Bio-data page of the Passport/Other Identification/Travel Document</li> </ul>
<b><i>Each of the Applicant's Partner(s)/Director(s) which is a corporation</i></b>	
Corporation incorporated in Hong Kong	<ul style="list-style-type: none"> <li>■ A completed Statement on Fit and Proper Criteria (Form TCSP5) <u>or</u> a copy of the document proving that the corporation is a corporate practice of certified public accountants, an authorized institution or a licensed corporation (please refer to Item 15 of the Notes for Completion)</li> <li>■ A copy of valid Business Registration Certificate</li> </ul>
Registered non-Hong Kong company registered with the Companies Registry	<ul style="list-style-type: none"> <li>■ A completed Statement on Fit and Proper Criteria (Form TCSP5) <u>or</u> a copy of the document proving that the corporation is an authorized institution or a licensed corporation (please refer to Item 15 of the Notes for Completion)</li> <li>■ A copy of valid Business Registration Certificate</li> </ul>
Corporation incorporated outside Hong Kong which is <b>NOT</b> registered with the Companies Registry	<ul style="list-style-type: none"> <li>■ A completed Statement on Fit and Proper Criteria (Form TCSP5) <u>or</u> a copy of the document proving that the corporation is an authorized institution or a licensed corporation (please refer to Item 15 of the Notes for Completion)</li> <li>■ A copy of valid Business Registration Certificate</li> <li>■ A copy of the Certificate of Continuing Registration or equivalent issued by the place of incorporation of the corporation</li> </ul>

### Note:

- (1) "Group structure" refers to the organisational structure showing all companies which directly or indirectly hold the shareholdings of the applicant and/or have shareholdings held by the applicant. "Group member" refers to any of these companies.

## 填表須知

### 一般事項

1. 根據香港法例第 615 章《打擊洗錢及恐怖分子資金籌集條例》(「打擊洗錢條例」) 第 53F 條的規定，任何人在沒有牌照的情況下經營信託或公司服務業務，即屬犯罪。本表格是用以向公司註冊處處長(「處長」)根據打擊洗錢條例第 53G 條申請批給牌照。
2. 申請人可以是獨資經營人身分經營業務的個人、合夥或法團。在作出申請前，申請人須閱讀處長發出的《信託或公司服務提供者發牌指引》及《信託或公司服務提供者遵從打擊洗錢及恐怖分子資金籌集規定的指引》，了解信託或公司服務持牌人須遵從的法規及責任。上述指引可於公司註冊處(「本處」)信託及公司服務提供者發牌制度的網站([www.tcsp.cr.gov.hk](http://www.tcsp.cr.gov.hk))下載。
3. 本表格 **必須連同有效的商業登記證的複本及所有相關證明文件一併交付**。有關所須證明文件的詳情，請參閱本表格的「須提交的證明文件的核對清單」。本處不接納沒有隨附所有相關證明文件的表格。
4. 處長僅可在信納以獨資經營人身分經營業務的申請人／申請人的每名合夥人(如申請人屬合夥)／申請人的每名董事(如申請人屬法團)及申請人的每名最終擁有人是屬經營信託或公司服務業務或(視乎有關情況)屬與經營信託或公司服務業務有聯繫的適當人選的情況下，向申請人批給牌照。
5. 請劃一以中文或英文填報各項所需資料。如以中文填報申請表格，請用繁體字。
6. 如本表格是以印本形式交付本處，你可郵寄本表格及所有相關證明文件到「香港九龍九龍灣宏遠街 1 號「一號九龍」12 樓 1208 室信託及公司服務提供者註冊辦事處」，或親身到上址交付。申請人獲批給牌照後，本處會通知申請人親身領取牌照。如申請人委託他人代領，需要簽署授權書。

### 費用

7. 本表格必須連同正確費用(包括申請批給牌照的費用及就每名須予評定是否屬適當人選的另加費用)一併交付，否則本表格不會被本處接納。有關所需費用的詳情，請參閱《信託或公司服務提供者發牌指引》第 15 章。如以支票繳付費用，該支票須劃線並以港幣發出，抬頭請註明「公司註冊處」。請勿郵寄現金。

### 簽署

8. 本表格必須由以獨資經營人身分經營業務的申請人、一名獲申請人授權的合夥人(如申請人屬合夥)或一名獲申請人授權的董事(如申請人屬法團)簽署並核證第 5 部「證明書」內的各項陳述。如表格由申請人的獲授權合夥人／董事簽署，本表格必須連同經合夥的所有合夥人／經法團的董事局簽署的授權書複本一併交付。本處不接納未簽妥的表格。

## 填表須知

### 個別項目的備註 (請參照表格上的備註編號)

#### 第一部 申請人詳情

9. 申請人姓名／名稱可以是英文及／或中文姓名／名稱。申請人如屬:-
  - (a) 以獨資經營人身分經營業務的個人，則須填報該個人的姓名；
  - (b) 合夥，則須填報該合夥的名稱；或
  - (c) 法團，則須填報該法團的名稱，即「公司註冊證明書」／「公司更改名稱證明書」或「非香港公司註冊證明書」／「註冊非香港公司變更名稱註冊證明書」上所載的名稱。
10. 如該法團為註冊非香港公司，則請在適當空格上填報在香港註冊的日期。

#### 第二部 申請人／申請人的最終擁有人／合夥人／董事的詳情 - 屬個人

11. 請提供該人士的有效通訊地址。如屬非香港地址，請同時填報所屬國家／地區。本處不接納「轉交」地址或郵政信箱號碼。
12. 請填報該人士的香港身分證號碼或其所持有護照的號碼及簽發國家(如該人士並非香港身分證持有人)。如該人士並非香港身分證持有人亦沒有任何國家的護照，但持有其他身分證明文件或旅遊證件，請在「其他身分證明文件／旅遊證件」項填報有關資料。
13. **每名於本項填報的個人的「適當人選陳述書」(表格 TCSP4)必須連同本表格及所須費用一併提交**，但如有關的個人屬打擊洗錢條例第 53B 條所述明該條例第 5A 部不適用的人士(例如會計師(按照《專業會計師條例》(第 50 章)第 2(1)條所界定的涵義)、律師(按照《法律執業者條例》(第 159 章)第 2(1)條所界定的涵義)及外地律師(按照《法律執業者條例》(第 159 章)第 2(1)條所界定的涵義))，則屬例外。如該個人屬打擊洗錢條例第 53B 條所述任何一項類別的人士，只須連同本表格一併提交證明該個人屬有關類別的文件的複本。詳情請參閱《信託或公司服務提供者發牌指引》第 3 章。

#### 第三部 申請人的合夥人／董事的詳情 - 屬法團

14. 如該法團為註冊非香港公司，則請在「成立／註冊日期」項填報在香港註冊的日期。
15. **每個於本項填報的法團的「適當人選陳述書」(表格 TCSP5)必須連同本表格及所須費用一併提交**，但如有關的法團屬打擊洗錢條例第 53B 條所述明該條例第 5A 部不適用的人士(例如執業法團(按照《專業會計師條例》(第 50 章)第 2(1)條所界定的涵義)、認可機構(按照《銀行業條例》(第 155 章)第 2(1)條所界定的涵義)及經營信託或公司服務業務的持牌法團(按照《證券及期貨條例》(第 571 章)附表 1 第 1 部第 1 條所界定的涵義)(前提是該業務附屬於該法團的主要業務))，則屬例外。如該法團屬打擊洗錢條例第 53B 條所述的任何一項類別的人士，只須連同本表格一併提交證明該法團屬有關類別的文件的複本。詳情請參閱《信託或公司服務提供者發牌指引》第 3 章。

#### 第四部 合規主任及／或洗錢報告主任的詳情

16. 根據《信託或公司服務提供者遵從打擊洗錢及恐怖分子資金籌集規定的指引》第 3.4 段，任何信託或公司服務持牌人均須委任一名合規主任及一名洗錢報告主任。
17. 請填報該人士的香港身分證號碼或其所持有護照的號碼及簽發國家(如該人士並非香港身分證持有人)。如該人士並非香港身分證持有人亦沒有任何國家的護照，但持有其他身分證明文件或旅遊證件，請在「其他身分證明文件／旅遊證件」項填報有關資料。



## Notes for Completion

### General

1. Under section 53F of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap. 615) ("the AMLO"), a person commits an offence if the person carries on a trust or company service business without a licence. This form should be used for applying to the Registrar of Companies ("the Registrar") for the grant of a licence under section 53G of the AMLO.
2. The applicant can be an individual carrying on business as a sole proprietor, a partnership or a corporation. Before making the application, the applicant should read the 'Guideline on Licensing of Trust or Company Service Providers' and the 'Guideline on Compliance of Anti-Money Laundering and Counter-Terrorist Financing Requirements for Trust or Company Service Providers' issued by the Registrar and understand the statutory obligations and duties of a trust or company service provider licensee. The aforesaid guidelines are available for download at the website of the Companies Registry's Trust and Company Service Providers Licensing Regime ([www.tcsp.cr.gov.hk](http://www.tcsp.cr.gov.hk)).
3. This form **should be accompanied by a copy of a valid business registration certificate and all the relevant supporting documents**. For details of the required supporting documents, please refer to the 'Checklist for submission of supporting documents' of this form. A form which is not accompanied by all the relevant supporting documents will be rejected by the Companies Registry ("the Registry").
4. A licence may be granted only if the Registrar is satisfied that the applicant who is an individual carrying on business as a sole proprietor, each ultimate owner of the applicant, each partner of the applicant where the applicant is a partnership, and each director of the applicant where the applicant is a corporation are fit and proper to carry on or, as the case may be, to be associated with a trust or company service business.
5. Please fill in all particulars and complete all items consistently in either Chinese or English. Traditional Chinese characters should be used if the application form is completed in Chinese.
6. If this form is delivered to the Registry in hard copy form, it can be delivered together with all supporting documents by post or in person to 'The Registry for Trust and Company Service Providers, Unit 1208, 12th floor, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon, Hong Kong'. The Registry will notify the applicant to collect the licence in person after a licence is granted. A written authorization will be required if the applicant sends a representative to collect the licence.

### Fees

7. This form must be delivered together with the correct fees. A form which is not delivered with the correct fee (including the application fee for grant of a licence and the fee for each person who is subject to the fit and proper test) will be rejected by the Registry. Please refer to Chapter 15 of the 'Guideline on Licensing of Trust or Company Service Providers' for the fee payable. If the fee is paid by cheque, the cheque should be crossed and issued in Hong Kong Dollars payable to 'Companies Registry'. Please do not send cash.

### Signature

8. This form must be signed by the applicant carrying on business as a sole proprietor, a partner authorized by the applicant which is a partnership or a director authorized by the applicant which is a corporation. The person who signs the form should certify the statements in Part 5. If the form is signed by an authorized partner/a director of the applicant, this form must be accompanied by a copy of the authorization letter signed by all partners of the partnership/the Board of Directors of the corporation. A form which is not properly signed will be rejected by the Registry.

## Notes for Completion

### Notes for specific items (please refer to the form for the note numbers)

#### Part 1 Particulars of Applicant

9. The name of the applicant may be in English or in Chinese or both. If the applicant is :-
  - (a) an individual carrying on business as sole proprietor, the name of the individual should be stated;
  - (b) a partnership, the name of the partnership should be stated; or
  - (c) a corporation, the name of the corporation, i.e. the name stated on the Certificate of Incorporation / Certificate of Change of Name or the Certificate of Registration of Non-Hong Kong Company / Certificate of Registration of Alteration of Name of Registered Non-Hong Kong Company, should be stated.
10. If the corporation is a registered non-Hong Kong company, please state the date of registration in Hong Kong in the box provided.

#### Part 2 Particulars of Applicant / Applicant's Ultimate Owner / Partner / Director – Individual

11. Please provide a valid correspondence address of the individual. If a non-Hong Kong address is given, please also complete the box for 'Country / Region'. 'Care of' addresses or post office box numbers are not acceptable.
12. The Hong Kong Identity Card Number of the person, or if the person does not hold a Hong Kong Identity Card, the number and issuing country of the passport of the individual should be stated. If the individual holds neither a Hong Kong Identity Card nor a passport, but holds other identification or travel documents, please state the relevant particulars in the boxes under "Other Identification / Travel Document".
13. Except where the individual is a type of person listed in section 53B of the AMLO to whom Part 5A of the AMLO does not apply (i.e. a certified public accountant (as defined by section 2(1) of the Professional Accountants Ordinance (Cap. 50), a solicitor (as defined by section 2(1) of the Legal Practitioners Ordinance (Cap. 159) and a foreign lawyer (as defined by section 2(1) of the Legal Practitioners Ordinance (Cap. 159)), **a Statement on Fit and Proper Criteria (Form TCSP4) of each individual stated in this part must be submitted with the required fee together with this form.** If the individual belongs to one of the categories listed in section 53B of the AMLO, a copy of the document proving that the individual belongs to that category should be provided together with this form. Please refer to Chapter 3 of the 'Guideline on Licensing of Trust or Company Service Providers'.

#### Part 3 Particulars of Applicant's Partner / Director – Corporation

14. If the corporation is a registered non-Hong Kong company, please state the date of registration in Hong Kong in the item "Date of Incorporation / Registration".
15. Except where the corporation is a type of person listed in section 53B of the AMLO to whom Part 5A of the AMLO does not apply (i.e. a corporate practice of certified public accountants (as defined by section 2(1) of the Professional Accountants Ordinance (Cap. 50), an authorized institution (as defined by section 2(1) of the Banking Ordinance (Cap. 155)) and a licensed corporation (as defined in section 1 of Part 1 of Schedule 1 to the Securities and Futures Ordinance (Cap. 571) that operates a trust or company service business that is ancillary to the corporation's principal business)), **a Statement on Fit and Proper Criteria (Form TCSP5) of each corporation stated in this part must be submitted with the required fee together with this form.** If the corporation belongs to one of the categories listed in section 53B of the AMLO, a copy of the document proving that the corporation belongs to that category should be provided together with this form. Please refer to Chapter 3 of the 'Guidelines on Licensing of Trust or Company Service Providers'.

#### Part 4 Particulars of Compliance Officer (CO) and / or Money Laundering Reporting Officer (MLRO)

16. Under paragraph 3.4 of the 'Guideline on Compliance of Anti-Money Laundering and Counter-Terrorist Financing Requirements for Trust or Company Service Providers', a trust or company service provider licensee should appoint a compliance officer and a money laundering reporting officer.
17. The Hong Kong Identity Card Number of the person, or if the person does not hold a Hong Kong Identity Card, the number and issuing country of the passport of the individual should be stated. If the individual holds neither a Hong Kong Identity Card nor a passport, but holds other identification or travel documents, please state the relevant particulars in the boxes under "Other Identification / Travel Document".