

## M1615 - One-stop Accounting and Tax Filing Service Solution

Company Secretarial Services	
<b>Incorporation of Hong Kong Company</b> <ul style="list-style-type: none"> <li>- Company Registration Fee</li> <li>- Certificate of Incorporation (CI)</li> <li>- Business Registration License (BR)</li> <li>- Memorandum and Articles of Association</li> <li>- Company Chop x1</li> <li>- Authorized Signature stamp x 1</li> <li>- HK\$3,745 included government charges</li> </ul>	<p>HK\$ 6,000</p> <p>All inclusive one-off fee</p>
<b>Acts as the Company Secretary</b> <ul style="list-style-type: none"> <li>- Annual return filing</li> <li>- Acting as statutory company secretary</li> <li>- Minutes of Annual General Meeting</li> <li>- Preparation and Submission of annual return</li> </ul>	<p>HK\$1,500 Per Annum (Excluding renewal fee for business registration certificate)</p>
<b>Address Service</b> <ul style="list-style-type: none"> <li>- Office address for registration</li> <li>- Collection of letters and small parcels with notification</li> </ul>	<p>HK\$1,200 Per Annum</p>
<b>Change of Limited Company Name</b>	<p>HK\$800 per submission</p>
<b>Change of Unlimited Company Name</b>	<p>HK\$300 per submission</p>
<b>Cancellation of Limited Company</b>	<p>HK\$3,000 per submission</p>
<b>Cancellation of Unlimited Company</b>	
<b>Change of Registered Address</b>	

We do not assume responsibility for inaccurate information provided by clients.

Disclaimers: Not an offer, just an illustration of service and suggested fee only, might change due to circumstances.

Change of Director or Secretary	HK\$300 per submission
Addition of Director and Company Secretary	
Resignation of Director and Company Secretary	
Share Transfer/Share Allotment	HK\$2,000 per submission

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