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Hong Kong Private Company – Procedures and Fees for Deregistration (Strike Off)

1. Hong Kong Company Deregistration Costs

Item	Description	Costs
1.	Our service fees	USD360
2.	Fee for application of Notice of Notice of No Objection for Deregistration of a Defunct Company (paid to the Inland Revenue Department)	USD45
3.	Fee for application for strike off (paid to the Companies Registry)	USD55
4.	Disbursements	USD25
TOTAL		USD485

Note:

- (1) Our fees stated above do not delivery fees for sending the deregistration documents to you for your signing.
- (2) In any case that you will not be able to come to Hong Kong to close the corporate bank account or if you are having trouble closing the corporate bank account, we could assist you to close the bank account for a fee of USD150 on top of the fees stated in the table above.

2. Our Hong Kong Company Deregistration Services

Our deregistration services includes:

- (1) Review corporate documents and tax filing history so as to make sure nothing is pending before filing the application for deregistration
- (2) Prepare minutes of board of directors in respect of the deregistration and other documents for application for deregistration (strike off)
- (3) Apply to Hong Kong Inland Revenue Department (IRD) for Notice of No Objection for Deregistration of a Defunct Company
- (4) Apply to Hong Kong Companies Registry for deregistration

3. Deregistration Application Procedures

- (1) Client checks for outstanding debts, if any, settles the debts;
- (2) Client checks for trade deposits/utility deposits paid, if any, arranges to collect the trade deposits/utility deposits;
- (3) Client arranges to close the corporate bank account, if any;
- (4) Kaizen prepares deregistration application documents and arranges to have them signed by client;
- (5) Kaizen applies in writing to Hong Kong Inland Revenue Department (IRD) for a Notice of No Objection for Deregistration of a Defunct Company. It may take up to four weeks to receive the said Notice; please be reminded that the said Notice will only be issued in the case that the company to be de-registered owes NO money to the Hong Kong Government and NO outstanding tax returns;
- (6) Kaizen applies in writing to Hong Kong Companies Registry for de-registration of the company. It may take well up to six months after the filing of application for the Companies Registry to de-register your company.

4. Time Frame to Strike off a Hong Kong Company

The whole process to have a company officially struck off the Register will take around 6 months.

5. Documents Required for Deregistration

If we are acting as company secretary of your Hong Kong company, there is no documents required from you as we will have the necessary corporate records to prepare the documents for the purpose of deregistration.

In the case that we are not acting as company secretary of your Hong Kong company, then we will need you to provide the following documents to us:

- (1) A copy of the latest annual return and any filings after the date of that latest annual return
- (2) A copy of current business registration certificate

IMPORTANT NOTE:

- (1) You should make sure that you close the corporate bank account and that all receivables are collected and assets handled properly before we file the application for deregistration as once the company is officially deregistered, all remaining assets will be taken to be the property of the Hong Kong Government.
- (2) The Inland Revenue Department may require a company which applying for deregistration to file a last profits tax return. In that case, a final audit of the financial statements may need to be performed.