Hong Kong Accounting

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(Nov 2026)

Company Deregistration Application Form
公司註銷申請表格

Type directly into this PDF, or print and complete in BLOCK LETTERS. 請直接在此 PDF 填寫，或列印後以正楷填寫。 * Required 必須填寫

A. Your contact details 聯絡資料

* Name 姓名		* Phone / WhatsApp 電話 / WhatsApp	
* Email 電郵		Preferred language 首選語言	

B. The company 公司資料

* Company name 公司名稱			
* Date of incorporation 註冊日期	DD/MM/YYYY	Company number 公司編號	

C. Checklist 檢查清單

* 1. Has the company ever carried on business? If yes, please also complete part D. 公司是否曾經營業？如有，請一併填寫丁部。	☐ Yes 是 ☐ No 否
* 2. Does the company have any bank accounts? 公司是否持有銀行戶口？	☐ Yes 是 ☐ No 否
3. If yes: have all the company's bank accounts been closed? 如有：公司所有銀行戶口是否已經關閉？	☐ Yes 是 ☐ No 否
* 4. Does the company owe any tax or government fees (profits tax, property tax, stamp duty, business registration fees, related penalties or court fees)? 公司是否有尚未繳清的稅款或政府費用（利得稅、物業稅、印花稅、商業登記費、相關罰款或法庭費用）？	☐ Yes 是 ☐ No 否
* 5. Does the company have any other outstanding debts? 公司是否有其他未償還的債務？	☐ Yes 是 ☐ No 否
* 6. Is the company involved in any legal proceedings? 公司是否涉及任何法律訴訟？	☐ Yes 是 ☐ No 否
* 7. Does the company own any immovable property in Hong Kong? 公司在香港是否擁有不動產？	☐ Yes 是 ☐ No 否
* 8. Has the company invested in other companies? 公司是否有投資其他公司？	☐ Yes 是 ☐ No 否
* 9. Does the company have rental income that isn't chargeable to profits tax? 公司是否有毋須課利得稅的租金收入？	☐ Yes 是 ☐ No 否
* 10. Has the company bought or sold any property in the last 12 months? 公司在過去 12 個月內曾否買賣任何物業？	☐ Yes 是 ☐ No 否
* 11. Does the company still hold unsold stock, property or securities? 公司是否仍持有未出售的存貨、物業或證券？	☐ Yes 是 ☐ No 否
12. If yes: will the company sell them before deregistration? 如有：公司會否在註銷前出售這些資產？	☐ Yes 是 ☐ No 否
* 13. Do all the company's members (shareholders) agree to the deregistration? 公司所有成員（股東）是否同意註銷公司？	☐ Yes 是 ☐ No 否

A company that owes money, is in legal proceedings or owns property in Hong Kong usually can't be deregistered until these are settled. Answer as best you can and we'll advise on the right route.
如公司仍有欠款、涉及法律訴訟或在香港擁有物業，一般須先處理妥當才可註銷。請盡量回答，我們會建議合適的做法。

D. Accounting information 會計資料

Complete this part only if the company has carried on business. Rough numbers are fine.
只適用於曾經營業的公司。提供大約數字即可。

Date the business stopped 公司結業日期	DD/MM/YYYY	Principal activities 主要業務	
Last accounting period from 最後會計期間由	DD/MM/YYYY	Last accounting period to 最後會計期間至	DD/MM/YYYY

* Has the company been audited before? 公司是否曾進行審計？	☐ Yes 是 ☐ No 否	If yes: last audit year-end 如是：上次審計年結日	
* Has the company filed a profits tax return before? 公司是否曾提交利得稅報稅表？	☐ Yes 是 ☐ No 否	If yes: latest year filed 如是：最近已報課稅年度	
* Has the company received a profits tax return this year? 公司今年有否收到利得稅報稅表？	☐ Yes 是 ☐ No 否	If yes: date issued 如有：發出日期	

Total turnover 總營業額	HKD	No. of sales invoices 銷售發票數量	
No. of purchase invoices 採購發票數量		No. of expense invoices 支出發票數量	
Stock at end of period 期末存貨價值	HKD	No. of bank accounts 銀行戶口數目	
No. of bank deposits 銀行存款筆數		No. of bank withdrawals 銀行提款筆數	
No. of loans / hire purchases 貸款 / 分期付款數目		No. of subsidiaries & associates 子公司及聯營公司數目	
Value of share investments 股票投資價值	HKD	No. of agreements signed 已簽署合約數目	
No. of motor vehicles 車輛數目		No. of employees 僱員人數	

Agreements: e.g. tenancy, sales, consultancy or employment agreements.
合約：例如租賃、銷售、顧問或僱傭合約。

Properties: number, type, value 物業：數目、種類及價值	
Does the company have a parent company? 公司有否母公司？	☐ Yes 是 ☐ No 否
Any change of shareholder during the period? 期內股東有否變更？	☐ Yes 是 ☐ No 否
Any change in the shareholding structure? 股權結構有否變更？	☐ Yes 是 ☐ No 否
Anything we should know 其他須注意的事項	

e.g. litigation or an urgent tax deadline. 例如法律訴訟、緊迫的報稅期限。

E. Documents 文件

Please attach and email to info@hkacct.hk 請附上以下文件並電郵至 info@hkacct.hk

- ☐ Latest annual return (Form NAR1)
  最新周年申報表（表格 NAR1）
- ☐ Latest business registration certificate
  最新商業登記證
- ☐ Last audit report and profits tax return, if any
  最近一期審計報告及利得稅報稅表（如有）
- ☐ Letters confirming the bank accounts are closed, if any
  銀行戶口結束確認信（如有）

F. Declaration 聲明

1. I confirm that the information in this form is true and complete to the best of my knowledge.
   本人確認，就本人所知，本表格所填資料均真實完整。
2. I agree that my personal data may be used for this application and related services as described in Hong Kong Accounting's Privacy Policy, in line with the Personal Data (Privacy) Ordinance (Cap. 486).
   本人同意香港會計按其私隱政策及《個人資料（私隱）條例》（第 486 章），將本人的個人資料用於本申請及相關服務。
3. I understand that this form is not a binding order. Hong Kong Accounting will confirm the fees and terms of engagement in writing before any work starts.
   本人明白提交本表格並不構成具約束力的訂單。香港會計會在開展工作前以書面確認收費及委聘條款。

Name
姓名

Signature of applicant 申請人簽署

Date
日期