



Trade and Industry Department
The Government of the Hong Kong Special Administrative Region

(For internal use only)

Application no. : _____

Date of receipt : _____

Mainland and Hong Kong Closer Economic Partnership Arrangement (CEPA)
Application for Amendment / Replacement / Certified True Copy (CTC) / Cancellation of
a Certificate of Hong Kong Service Supplier (HKSS)
(Notice to Service Suppliers No. 2/2004)

Please read "Notices to Service Suppliers" issued by the Trade and Industry Department (TID) of the Hong Kong Special Administrative Region (HKSAR) from time to time and Notes to this application form before completing this application form.

Section A – General Information of the Applicant

- I. Name of applicant ^(see Note 1) :
 _____ (in Chinese)
 _____ (in English)
- II. Certificate of HKSS No(s). (Date of Issue) [If applicable, new title(s) of the Chinese language motion picture(s) concerned ^(see Note 1)] :

- III. Business address: _____

- IV. Tel no.: _____ Fax no.: _____ Email: _____
- V. Name of contact person: _____
- VI. Business Registration no.: _____ Expiry date (dd/mm/yy): _____
- VII. Company no. of Certificate of Incorporation (if applicable): _____
- VIII. Application for #:
- Amendment** of Certificate of HKSS – Please complete **Part I** of Section B
- Replacement** of Certificate of HKSS – Please complete **Part II** of Section B
- Certified True Copy (CTC)** of Certificate of HKSS – Please complete **Part III** of Section B
- Cancellation** of Certificate of HKSS – Please complete **Part IV** of Section B

Please "✓" as appropriate

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Section B – Information and Documents in Support of Application

I. Amendment

(a) Reason(s) for Application #: Change of Name of Service Supplier

Change of Title of Chinese Language Motion Picture

(b) Supporting Documents #:

A copy of a fresh Statutory Declaration, which contains the new name of service supplier and/or the new title of the Chinese language motion picture*, attested by an attesting officer recognised by the Mainland (i.e. China Appointed Attesting Officer ^(See Note 2)).

Original copy of the Certificate(s) of HKSS mentioned in Item II of Section A of this application form

A copy of valid Business Registration Certificate bearing the new name of the applicant, duly certified by Business Registration Office of the Inland Revenue Department of the HKSAR or a professional as designated by TID in accordance with Annex 5 to CEPA ^(see Note 2) (Designated Professional).

(Applicable to companies formed and registered under the Companies Ordinance (Cap 32)) A copy of the relevant Certificate(s) of Incorporation on Change of Name, duly certified by the Company Registry of the HKSAR or a Designated Professional ^(see Note 2).

A copy of the Certificate of Royalty / Certificate of Copyright Ownership * evidencing the change of title of the Chinese language motion picture (i.e. bearing both the old and new titles of the motion picture), as issued by Hong Kong, Kowloon & New Territories Motion Picture Industry Association Limited (MPIA) or Movie Producers and Distributors Association of Hong Kong Limited (MPDA) and duly certified by the relevant issuing organization or a Designated Professional ^(see Note 2).

II. Replacement

(a) Reason for Application: Loss / Theft / Destruction / Damage *

(b) Supporting Documents #:

Original copy of the Certificate(s) of HKSS mentioned in Item II of Section A of this application form (in case of damage)

Photocopy of Certificate(s) of HKSS mentioned in Item II of Section A of this application form (in case of loss, theft or destruction)

A letter from the responsible party certifying the loss / theft / destruction * of the Certificate(s) of HKSS mentioned in Item II of Section A of this application form

Police memo indicating that the Certificate(s) of HKSS mentioned in Item II of Section A of this application form is/are lost, stolen or destroyed [if the Certificate(s) of HKSS is/are lost within HKSAR]

Others ^(see Note 3) (please specify: _____)
_____)

Please "✓" as appropriate
* Please delete as appropriate

III. Certified True Copy (CTC)

(a) No. of CTC(s) required for each Certificate mentioned in Item II of Section A of this application:

(b) Reason(s) for Application #: To facilitate concurrent applications to different Mainland's examining authorities for the provision of services in the Mainland (please specify the name(s) of the Mainland's examining authority(ies) to which application is to be submitted:

Others (please specify: _____)
_____)

(c) Supporting Documents #:

Photocopy of the Certificate(s) of HKSS mentioned in Item II of Section A of this application form

Others ^(see Note 3) (please specify: _____)
_____)

IV. Cancellation

(a) Reason(s) for Application #: Applicant no longer fulfills the eligibility criteria of HKSS as stipulated in CEPA and its Supplementary Agreement(s) due to the following change(s):

Others (please specify: _____)
_____)

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* Please delete as appropriate

- (b) Supporting Documents #:
- Original copy of the Certificate(s) of HKSS mentioned in Item II of Section A of this application form

 - Document(s) in support of the non-fulfillment of the HKSS eligibility criteria (please specify:

_____))

 - Others ^(see Note 3) (please specify: _____
_____)

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Section C – Declaration

On behalf of the applicant as specified in Section A of this application form, I declare that I have read and fully understood the “Notices to Service Suppliers” issued by TID from time to time and the notes set out in this application form. I declare that the information provided by me in this application form as well as the accompanying supporting documents are complete and true to the best of my knowledge.

[This paragraph is applicable to all applications made in this application form except applications for cancellation of Certificate(s) of Hong Kong Service Supplier (HKSS).] On behalf of the applicant as specified in Section A of this application form, I declare that there has been no change in the particulars of the applicant which makes the applicant no longer eligible as a HKSS under CEPA since the issuance of the Certificate(s) of HKSS as provided in Item II of Section A of this application form. I ensure that the applicant will immediately cancel in writing this application, or any amendment(s), replacement(s) or certified true copy(ies) (CTC) of the Certificate(s) of HKSS issued as a result of this application, if there is any change in the particulars of the applicant which makes the applicant no longer eligible as a HKSS under CEPA.

[This paragraph is only applicable to the case of replacement application with original Certificate(s) of HKSS not enclosed in this application form.] I undertake to return immediately to TID the original Certificate(s) of HKSS as provided in Item II of Section A of this application form should it/they be recovered at a later date.

I am aware that TID will rely on the information and supporting documents provided by me to process this application. I authorize TID to handle the personal data/information provided in this application form in accordance with the “Notices to Service Suppliers” issued by TID from time to time. I also understand that if it is found that the applicant has obtained its amendment(s) / replacement(s) / CTC(s) of Certificate(s) of HKSS or acknowledgement(s) of cancellation of Certificate(s) of HKSS by means of any omissions / misrepresentations of information or any other fraudulent means, or in the case that the applicant is no longer fulfilling the eligibility criteria of HKSS as stipulated in CEPA and its Supplementary Agreement(s), TID reserves at all times the absolute right to cancel this application or to revoke any Certificate(s) of HKSS issued to the applicant [including amendment(s) / replacement(s) / CTC(s) / cancellation acknowledgement(s) of Certificate(s) of HKSS concerned]. I understand that any omissions / misrepresentations of information with intent to obtaining benefits by deception is an offence and is liable to legal proceedings.

Hong Kong Identity Card no./ Passport (please specify nationality) no. *	Name in Chinese (if applicable)	Name in English (if applicable)	Position
Authorized Signature ^(see Note 4) with Applicant's Official Stamp		Date (dd/mm/yy)	

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Notes

- Note 1: If the applicant is applying for revising the name of the service supplier printed in valid Certificate(s) of HKSS, please provide the revised name in Item I of Section A of this application form. For applicant who is applying for revising the title(s) of the **Chinese language motion picture(s)** printed in valid Certificate(s) of HKSS, please fill in the new title of each concerned Chinese language motion picture next to the corresponding Certificate of HKSS no. in Item II of Section A of this application form. The new name of service supplier and/or new title(s) of the Chinese language motion picture(s) as declared will be printed in full in both Chinese and English on all the amended Certificate(s) of HKSS.
- Note 2: Professionals designated by TID pursuant to Article 6.1.1 of Annex 5 to CEPA include:
- (i). certified public accountants (practising) of Hong Kong (auditors) i.e. certified public accountants registered under the Professional Accountants Ordinance (Cap 50) of the HKSAR and holding a practising certificate. A list of the registered certified public accountants (practising) is available for perusal by the public at the office of the Hong Kong Institute of Certified Public Accountants at 4/F, Lippo Centre, Tower Two, 89 Queensway, Hong Kong. The registrer is also available at the Institute's website at <http://www.hkicpa.org.hk/>; and
 - (ii). practising lawyers in Hong Kong registered under the Legal Practitioners Ordinance (Cap 159) of the HKSAR, who are recognized by the Ministry of Justice of the People's Republic of China (i.e. China Appointed Attesting Officers). The relevant list is available at the website of the Association of China-Appointed Attesting Officers Ltd. (<http://www.cao.org.hk>) or the Hong Kong Law Society's website (<http://www.hklawsoc.org.hk>).

For applications covering **legal services**, the Designated Professionals refer to item (ii) above only.

Attesting authorities/persons should state the certification result and signed on the relevant documents/reports. The attested documents/reports should be stamped with company chop, if possible.

- Note 3: For additional supporting documents that applicant should submit, please refer to the Notice to Service Suppliers No. 2/2004 and other Notices to Service Suppliers issued by TID from time to time (website at www.tid.gov.hk/english/cepa/trade_services.html). Moreover, TID reserves at all times the absolute right to require the applicants to provide other supporting documents that are verified by any independent professional personnel/institutions.
- Note 4: The authorized person should be the sole-proprietor (in the case of sole-proprietorship), one of the partners (in the case of partnership), or a responsible officer/director authorized by the Board of Directors (in the case of a limited company) of the applicant.

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* Please delete as appropriate