

Staff and wage rates 員工及工資率：

Personnel 職員	No. of persons employed 聘用人數		Present average wage rate per person (piece/daily/monthly) 每人目前平均工資率 (件工/日薪/月薪)
	Regular 長工	Casual 散工	
(a) Managerial and Clerical 管理人員及文員	_____	_____	_____
(b) Technical 技術員	_____	_____	_____
(c) Skilled labour 熟練工人	_____	_____	_____
(d) Unskilled labour 非熟練工人	_____	_____	_____

† Change of Authorised Signatory(ies)^(Note 4) 更改獲授權簽署人^(註 4)

Name 姓名	HKID Card/Passport No. 香港身份證/護照號碼	Position 職位	Specimen Signature 簽名樣本	Please tick the appropriate box 請在適當空格加上“✓”	
				Addition 增加	Deletion 刪減
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

† Current Authorised Signatory(ies) (Please provide photocopy of the HKID Card/Passport for each signatory)^(Note 4)
現任獲授權簽署人(請提供每位簽署人的香港身份證/護照副本)^(註 4)

Name 姓名	HKID Card/Passport No. 香港身份證/護照號碼	Position 職位	Specimen Signature 簽名樣本

† Change of Company Chop/Amendment Chop/Seal^(Note 4) 更改公司印鑑/修改印/圖章^(註 4)

Addition 增加 Deletion 刪減

Specimen 樣本

Specimen 樣本

Home address and telephone number of the signatory to the Application of Factory Registration^(Note 5)
工廠登記申請書簽署人的住址及電話號碼^(註 5)

Home Address 住址 _____ Telephone No. 電話號碼 _____

Notes 註:

- A valid Business Registration Certificate bearing the correct factory name, address and Business Registration No. should be provided (original and photocopy). The original will be returned to the applicant immediately after checking. For amendment of factory address, two duly completed Factory Registration Cards (TID 60) showing updated information should be provided.
應提供印有正確工廠名稱、地址和商業登記號碼的有效商業登記證(正本及影印本)。正本將於核對後即時交還申請人。如更改工廠地址,請提供兩份已填妥更新資料的工廠登記咭(TID 60)。
- A scale plan of factory premises and sketch location map should be provided. 應提供廠址平面簡圖及街道簡圖。
- For partnership, a certified true copy of Business Registration application should be provided. In case of a limited company, a certified true copy of directors' list and the latest Annual Return (Form AR1) should be provided. Certified true copies of D1/D2/D3/D4 should be provided if there is any amendment after the latest Annual Return. (All documents must be properly certified on each and every page by Company Registry, a Chartered Public Accountant or a solicitor. The date of certification should be within 6 months from the date of submission of this application.)
就合股經營而言,應提供載有最新資料的商業登記申請表格的認證副本。就有限公司而言,應提供董事名單及最近之週年報表(表格 AR1)的認證副本。在最近之週年報表備妥後若有任何修訂,則須遞交 D1/D2/D3/D4 的認證副本。(請注意,所有文件的每頁均須由公司註冊處、執業會計師或律師妥為認證。在任何情況下,認證日期必須在遞交本申請書日期起計六個月內。)
- These authorised signatures and company chops are used for applying Production Notification for Cut and Sewn Garments ("PN"), Certificate of Origin ("CO") and signing Outward Processing Arrangement (OPA) Combined Forms. For their amendments, two duly completed Factory Registration Cards (TID 60) showing the updated information should be provided.
這些獲授權簽署人簽名及商號印鑑,是用作申請生產通知書(裁剪及車縫成衣)、產地來源證及簽署外地加工指施合併表格之用。如有修改,應提供兩份包括所有最新資料的工廠登記咭(TID 60)。
- The original and photocopy of valid proof of residence in Hong Kong within the recent three months (e.g. recent rates demand note, electricity bill, water bill, etc) of the signatory to the Application should be provided.
申請書簽署人須提供其最近三個月的香港居所證明的正本及副本,例如最近之差餉通知書、電費單或水費單等。

Note: † Attachments should be used if the space provided for a particular item is insufficient.

註 † 如表格內某一項目的空位不足,請填寫於附加的紙張上,然後與申請書一併遞交。