

Notes : 1 The following documents are required:

- 註：
- a) a photocopy of the valid Business Registration Certificate bearing the new and correct company name;
 - b) a photocopy of the Certificate of Incorporation (for limited companies only);
 - c) the Certificate of Registration as a Textiles Trader bearing the old company name.

請提供下列證明文件：

- a) 印有新公司名稱的有效商業登記證影印本一份;
- b) 公司註冊證書影印本（如為有限公司）一份；
- c) 印有舊公司名稱的紡織商登記證書正本。

- 2 For traders who have returned the authorization form to the Department to enable the transfer of necessary information of their registration under the TTRS to Tradelink for the use of electronic service, please provide an alias to your company name within 35 characters including spacing between words if the new company name is over 35 characters. 如商號已向本署提交授權書，授權本署向貿易通提供其紡織商登記方案下的登記資料，以使用電子服務，而貴公司的新名稱連同字與字之間的空位在內超過 35 個字母，請為貴公司提供一個別名，該別名連同字與字之間的空位在內不得超過 35 個字母。

3. A photocopy of the valid Business Registration Certificate bearing the correct company name, address and Business Registration Number should be provided.

請提供一份印有正確公司名稱、地址和商業登記號碼的有效商業登記證影印本。

- 4 Please note that the email address will be used by the Department to inform your company of important information on TTRS. To ensure authenticity of the new/updated e-mail address, the Department will send an e-mail to the e-mail address provided and invite your company to go through a confirmation process via the Internet.

本署會以此電郵地址通知貴商號有關紡織商登記方案的重要資訊。為確保電郵地址真實無誤，本署會向所提供的電郵地址發出一個電郵，請根據本署的指示，透過互聯網進行確認。

- 5 This item is applicable to carrier/forwarder only. The following documents are required:

- a) photocopies of relevant letters of appointment issued by local shipping companies/airlines or agency agreements signed between the applicant and local shipping companies/airlines for the purpose of handling transshipment cargo (the letters of appointment or agency agreements provided must include the name, address and telephone number of the local shipping companies/airlines);
- b) the existing Certificate of Registration as a Textiles Trader Registration.

此項只適用於運載商／承載商。請提供下列證明文件：

- a) 請提供本地船務公司／航空公司發出有關處理轉運貨物的委任書影印本，或申請人與本地船務公司／航空公司簽訂有關處理轉運貨物的代理合約影印本（所提交的委任書或代理合約必須載有本地船務公司／航空公司的名稱、地址及電話號碼）；
- b) 現有的紡織商登記證書正本。

- 6 The following documents are required:

- a) a duly completed set of Part One and Part Three of the Combined Registration Application Form (TID 91);
- b) a photocopy of the Hong Kong Identity Card/Passport of the new signatory;
- c) **for a limited company**,
 - (i) a certified true copy of Form X/X(i)/X(ii)/D1/D2/D2A/NC1/NC1G/AR1 as appropriate from the Companies Registry; or
 - (ii) a photocopy of Form X/X(i)/X(ii)/D1/D2/D2A/NC1/NC1G/AR1 certified as a true copy by either a Certified Public Accountant or a Solicitor;
- d) **for a sole proprietorship or partnership**, a photocopy of Business Registration Application Form.

請提供下列證明文件：

- a) 一份已填妥的綜合登記申請書（TID 91）的第一及第三部份；
- b) 新簽署人的香港身份證／護照影印本；
- c) **如為有限公司**，
 - (i) 公司註冊處發出的表格 X/X(i)/X(ii)/D1/D2/D2A/NC1/NC1G/AR1 的認證影印本；或
 - (ii) 由執業會計師或律師署名作實的表格 X/X(i)/X(ii)/D1/D2/NC1/NC1G/AR1 的認證影印本；
- d) **如為獨資經營或合夥經營**，商業登記證申請表格的影印本。

- 7 Only authorized signatories who have been registered with the TTR can sign this application form.

此申請書只可由紡織商登記的授權簽署人簽署。

- 8 Please return the completed form together with supporting documents to the Central Registration Office (CRO) on 2/F, Trade and Industry Department Tower, 700 Nathan Road, Kowloon by post or in person. Please contact the CRO at 2398 5512 to enquire the documents required if necessary. 請將填妥的申請書連同所需文件郵寄或親身交往九龍彌敦道 700 號工業貿易署大樓二樓綜合登記處。如有需要，請致電 2398 5512 向綜合登記處查詢所需文件。