

CSA TECHNICAL SUPPORT BULLETIN

P & L Associates bring you practical advices and announcements related to
CSA: *the Company Secretarial Software.*

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Special Requirements on Company Names filed on Form NN1 and NN10

The new Companies Ordinance (Cap.622) and the Company Registry's guidelines have some special requirements on the registration of corporate names for non-Hong Kong companies. These requirements apply to the following two specified forms for registration and change of names:

NN1 - Application for Registration as Registered Non-Hong Kong Company

NN10 - Return of Alteration of Corporate Name of Registered Non-Hong Kong Company

This Technical Support Bulletin gives examples on how corporate names should be put on these two forms.

Interpretation of Terms

Corporate Name	the domestic name or a translation of it, by which a non-Hong Kong company is registered in the Companies Register
Domestic Name	the name(s) by which a non-Hong Kong is registered in its place of incorporation
Translation	the certified translation of the domestic name into English and/or Chinese

Requirements on Corporate Name

The application for registration as a non-Hong Kong company must contain the domestic name in Roman script or in Chinese. [Cap.622J, sec.3(1)(a)] Roman script is an alphabetic writing system based on the letter of classical Latin alphabet. Examples of languages in Roman script are Spanish, Portuguese, English, French, Italian and Dutch.

Example 1: Domestic name in Roman Script and/or Chinese

For example, the domestic names of a non-Hong Kong company are in English and Chinese, its corporate name registered in Hong Kong must be in both English and Chinese.

Domestic Name	Corporate Name in HK
Lucky Company Limited 好運有限公司	Lucky Company Limited 好運有限公司

If a Macau company has a Chinese, Portuguese and an English name, the domestic names registered in Hong Kong should contain all three names in their respective language.

Domestic Name	Corporate Name in HK
創業出入口有限公司 Companhia de Importação e Exportação Chong Ip, Limitada Chong Ip Import & Export Company Limited	創業出入口有限公司 Companhia de Importação e Exportação Chong Ip, Limitada Chong Ip Import & Export Company Limited

Example 2: Domestic name is neither in Roman script nor in Chinese

If none of the domestic names is in Roman script or in Chinese, the corporate name registered in Hong Kong *must* contain a certified *translation* of the domestic name in English, Chinese or both. [Cap.622 sec.776(5)]

Domestic Name	Translation	Corporate Name in HK
ドラゴン株式会社	Dragon Company Limited 翔龍有限公司	Dragon Company Limited 翔龍有限公司

Example 3: Domestic name is not in Roman script, add an English corporate name

If the domestic name or one of the domestic names is in Chinese, but none of the names is in Roman script, the application of corporate name *may* contain a certified *translation* in English.

Domestic Name	Translation	Corporate Name in HK
亮星旅遊公司	Star Travel Company Limited	亮星旅遊公司 Star Travel Company Limited

Example 4: Domestic name is not in Chinese, add a Chinese corporate name

If the domestic name or one of the domestic names is in Roman Script, but none of the names is in Chinese, the application of corporate name *may* contain a certified *translation* in Chinese. [Cap.622J, sec.5]

Domestic Name	Translation	Corporate Name in HK
Fabulous Café Inc.	妙絕咖啡公司	Fabulous Café Inc. 妙絕咖啡公司

Example 5: Domestic name in Simplified Chinese

If the domestic name is in Simplified Chinese, its Traditional Chinese counterpart *must* be printed in brackets. The Simplified Chinese name will also be shown on the Certificate of Registration. However, *only* the Traditional Chinese name is maintained in the Companies Registry's database.

Domestic Name	Translation	Corporate Name in HK
騰龙有限公司	--	騰龙有限公司 (騰龍有限公司)

Company Names on Forms other than NN1 and NN10

The above requirements are applied to NN1 and NN10 only. For other forms of non-Hong Kong companies, only the corporate names in English and/or in Traditional Chinese are required.

Company Names of a Hong Kong Company Printed on Forms

The order of company names of a Hong Kong company on the Certificate of Incorporation is English and then Chinese. The Companies Registry suggests following this order on all specified forms. Thus, CSA will switch the order of company names in the upcoming program update by printing the English name first then the Chinese name.

Preliminary Schedule of CSA Update

The updates for CSA Professional Plus and CSA Expert are scheduled to be released in August.

CSA Professional Plus

The order of company names printed on all Forms will be changed to English name followed by Chinese name.

However, CSA Professional Plus supports English and traditional Chinese only. Corporate names in other languages need to be added to Forms NN1 and NN10 manually.

CSA Expert

CSA Expert supports Roman script and simplified Chinese. The corporate names printed on Forms will be the domestic names in Roman script and/or Simplified Chinese, and then the corporate name registered in Hong Kong (if different from the names in domicile). The corporate name in Traditional Chinese will be printed in brackets if the domestic name is in Simplified Chinese.

Guideline on the entry of domestic names and corporate names will be provided in the update notice of the upcoming version.