



## HONG KONG INCORPORATION PACKAGE

### Hong Kong Incorporation Promotional Offers\*

#### Newly Incorporated Hong Kong Limited Company

Processing Time Approx. 1-2 Working Days

Max. 2 Identities of Director(s) and Shareholder(s) and Significant Controller(s)

**Free**

#### Package Includes:

- 1 45 Minutes Consultation on Accounting, Auditing and Taxation Affair
- 2 45 Minutes Consultation on Cloud Business Solutions

#### \*Promotional Offers Terms & Conditions:

1. Excluding any Government Charge
  - Certificate of Business Registration
  - Certificate of Incorporation

HK\$250

HK\$1,720

2. First Year Company Secretarial and Designated Representative Services are Required#

HK\$3,000

#### Annual Renewal

#### Details

#### Price (HK\$)

#### Company Secretarial and Designated Representative Services

\*Max. 2 Identities of Director(s) and Shareholder(s) and Significant Controller(s)

#Please Refer to Our Company Secretarial Services Package Details

Acting as Designated Representative  
Filing of Significant Controllers Register  
As the Location of Significant Controllers Register  
Excluding any Government Fee

**HK\$3,000**

#### Optional Services

#### Details

#### Price (HK\$)

1. Preparation of Required Registered Documents for New Corporate Bank Account Setup

Excluding any Bank Charge  
(Non-refundable for any Unsuccessful Application)

**HK\$2,800**

2. Certified True Copy of Statutory Documents

Per Set, Per Document

**HK\$500**

3. Preparation and Submission of Share Transfer Documents

Per Document  
Excluding any Government Fee  
(Refer to Company Secretarial Services)

**HK\$2,800**

4. Premium Company Kit Set

\*Processing Time Approx. 2 Working Days

Including Following Documents:  
Memorandum & Association,  
Share Certificates, Common Seal  
Company Chops, Statutory Book

**HK\$800**

5. Additional Company Chops

1 x Round Chop + 1 x Signature Chop

**HK\$400**

6. Additional Identity for Due Diligence Procedure

Per Director(s) and Shareholder(s)  
and Significant Controller(s)

**HK\$500**

#### Other Services

#### Details

#### Price (HK\$)

1. Readymade Shelf Hong Kong Limited Company Incorporation

(Processing Time Approx. 2 Working Days)  
(Max. 2 Identities of Director(s) and Shareholder(s) and Significant Controller(s))  
(First Year Company Secretarial and Designated Representative Services are Required)

Excluding any Government Fee

**HK\$8,000**

**Note:** Hong Kong Incorporation services are offered for a pre-paid term. The compulsory Company Secretarial Services subscription will automatically renew at the end of each subscription term for another subscription term. You agree that we may automatically renew your subscription and charge your account and credit card at the expiry date of your last subscription (the "Renewal Date"), unless you cancel your subscription before the Renewal Date, or NOVA ceases to offer the subscribed services. You will receive an email notice approximately 30 days prior to the Renewal Date informing you about the expiry of your current subscription term and the Renewal Date when your subscription will be renewed and your account charged. All notices regarding your subscription will be sent to your last email of record. To cancel your subscription without your account being charged for the next term, you must do so before the Renewal Date. Please keep a record of the expiry date of your current subscription term and the next Renewal Date. You are responsible for the timely cancellation of your subscription, whether or not you have received any notice from us. If you cancel within 30 days after the initial subscription date or the Renewal Date, your cancellation will be effective immediately. Otherwise, your cancellation will be effective at the end of the then-renewed subscription term for which you have already paid. The renewal payment is due on the Renewal Date and will automatically be charged to the same credit card that you used for the original subscription or the most recent renewal. Please notify NOVA Customer Service at 852-3180-7888 before the Renewal Date of any changes to your email, account or billing information. The renewal price will be based on the latest pricing scheme published on our website ([www.nova.com.hk](http://www.nova.com.hk)) for the subscription term plus the government fee that may be incurred. NOVA will give you advance notice in case of a price change. You will also receive a notice if there are any changes to the subscription terms and conditions. NOVA Business Services Limited shall not be responsible for any failure to provide any services(s), late or penalty payment; or any error or omission or any delay or interruption in the provision of any services(s) due to the verbal, written, and electronic communication. The sole obligation is limited to the services charges during the affected period only. You agree to waive, and not to make any claim for damages, direct or consequential, with respect to lost business or profits, arising out of failure to furnish any service(s); any error or omission with respect thereto; or any delay or interruption of any service(s). Policies are subject to change. NOVA Business Services Limited reserves the right to issue refunds or credits at our sole discretion. In case of any doubt or discrepancy between the English version and Chinese version, the English version shall prevail.

^ FX rate at US\$1 = HK\$7.80 RMB¥1 = HK\$1.15 GBP£1 = HK\$10.00 EUR€1=HK\$9.00

Updated : 01 April 2019

Trust or Company Service Provider Licence No.: TC000745