

**NOTIFICATION OF ESTABLISHMENT OF PLACE OF BUSINESS
IN HONG KONG BY A REGISTERED FOREIGN LAW FIRM**

*[This form is to be completed pursuant to Rule 9(1) and 9(1A)
of the Foreign Lawyers Practice Rules]*

1. The Name of the firm in English :

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2. The Name of the firm in Chinese (if applicable) :

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3. Address :

English: Chinese:

4. Telephone No.: _____ Fax No.: _____

E-mail : _____ Homepage : _____

5. Please indicate whether your firm intends to hold or receive client's money :

Will hold or receive client's money Will not hold or receive client's money

Accounting year end : _____

6. Date of Establishment of Office in Hong Kong :

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7. The following non-registered employee(s) (full time and part time) are employed by the firm:

Full Name (English & Chinese, if applicable)	ID Card/ Passport Number	Chinese Commercial Code No	Date of Birth	Position	Date of Commencing Employment

8. If your firm engages a service company to provide staff for the firm:

Name of the Service Company:

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Address:

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Address of the Registered Office:

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Telephone No.:

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Fax No.:

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DX No.:

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Business Registration No.:

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Directors of the Service Company:

Full Name (English & Chinese, if applicable)	Mark 'X' if Foreign Lawyer

9. The following are employed by the service company:

Full Name (English & Chinese, if applicable)	ID Card/ Passport Number	Chinese Commercial Code No	Date of Birth	Position	Date of Commencing Employment

Note: Details of all employees of the service company must be provided, whether or not the employee has been provided as staff of the foreign firm, whether part-time or full-time, remunerated or otherwise and whether or not the employee is a foreign lawyer.

Signature of resident principal/partner:

Print your name clearly underneath your signature

Date : _____