



KAOWICK

嘉域中國商業顧問
KAOWICK CHINA BUSINESS CONSULTANTS

提供投资者主体资格证明、身份证明公证之联系函

The contact letter for providing main investor's qualification certificate and identification notarization

敬启者：To whom it may concern,

根据国家工商行政管理总局、商务部、海关总署、国家外汇管理局 2006 年 4 月 24 日发布的“工商外企字[2006]81 号”文件第五条规定：申请外商投资企业之审批和设立登记时向审批和登记机关提交的外国投资者的主体资格证明或身份证明，应当经所在国家公证机关公证并经我国驻该国使（领）馆认证。香港、澳门和台湾地区投资者的主体资格证明或身份证明应当依法提供当地公证机构的公证文件。

According to The State Administration for Industry and Commerce, department of commerce, general administration of customs, state administration of foreign exchange, released on April 24, 2006, the foreign industrial and commercial company [2006] No.81 documents prescribed in article five: the foreign investor applying for examination and approval of foreign investment enterprises and establishment registration and submitting the foreign investors' qualification certificate or identity certificate to the registration organ for examination and approval, shall be notarized by the state notary offices and the Chinese Embassy in the country certification. Hong Kong, Macao and Taiwan investors' qualification certificate or identity certificate shall provide the notarized document for the local notary according to the law.



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一、投资者为香港公司的主体资格证明公证应包括如下文件：

The notarizing documents of main investor's qualification certificate for Hong Kong Corporation include below:

- 1 公司注册证书 (CI) ; Company's registration certificate (CI)
- 2 商业登记证 (BR) ; Business registration certificate (BR)
- 3 最近一年周年申报表 ; (新公司没有周年申报表就提供公司注册文件中的首任秘书及董事通知书、注册办事处坐落地点通知书复印件。(即注册表格中的 D1、D3 及 R1) The annual return for the most recent year: (If the new company does not have the annual return, the company shall provide the notification of first secretary and director on the file of company registration, the copy of office locations notification. (in the registration form of D1,D3 and R1)
- 4 董事的香港身份证正反面复印件。The copy for both sides of director's Hong Kong ID
- 5 投资方法定代表人委派书。

备注：需由中国司法部委托的企业所在地律师做的公证方为有效。公证做好后，律师将出公证书一份正本，一份副本，请将正本复印一份，一并交予我司。(所有外文的文件都需翻译成中文并盖上专业翻译公司翻译专用章)

Remark: The valid notarization is required by Chinese Ministry of Justice commissioning the local lawyers in the business location to notarize. After notarization, the lawyer will provide the original notarization and one copy of



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notarization. Please send one copy of the notarization to our corporation. (All of the foreign language documents are required to translate into Chinese version and enclosed professional translation company's seal.)

以上安排，可委托我司转委托相关律师安排，也可由贵司直接委托合格之律师安排，涉及费用由贵司承担。若有任何疑问或安排，可随时联系我司：
86-755-82996068。

About the above arrangement, you can entrust our company to find the relevant lawyers for your business, or you can entrust our qualified lawyers directly for your business, and the relevant cost is paid by your company. If you have any enquiries, you're very welcome to contact us: 86-755-82996068

此致

商祺

Yours sincerely

中国税务商务顾问有限公司
China Tax Business and Consultants Limited

2014-6-13
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