



公司註冊處
COMPANIES REGISTRY

香港金鐘道六十六號
金鐘道政府合署十五樓

QUEENSWAY GOVERNMENT OFFICES
15TH FLOOR, 66 QUEENSWAY
HONG KONG

電話 Tel. : (852) 2234 9933
電郵 E-mail : crenq@cr.gov.hk
網址 Website: www.cr.gov.hk

24 October 2011

Dear Sir/Madam,

**Companies Registry's e-Service Portal – “e-Registry”
Third Party Software Interface and Bulk Submission Services**

It is the Companies Registry's on-going commitment to provide efficient and quality services to better serve the needs of our customers. Since March 2011, customers can enjoy new electronic services for one-stop company incorporation and business registration and submission of notifications of changes of company names for local companies at our e-Registry portal (www.eregistry.gov.hk). I am pleased to announce that new functions for Third Party Software Interface (“TPSI”) and Bulk Submission are now available at the e-Registry.

The TPSI function enables customers to submit electronic files of specified forms (“e-form files”) to the Registry. Registered users can use this function to submit their duly completed and signed e-form files which are generated by third party software (i.e. software which is developed in-house or purchased from software vendors), in specified interface file formats with or without attachments, to the Registry.

The Bulk Submission function enables customers to submit documents in bulk. Registered users can use this function to submit up to 10 e-form files each time.

Please inform your members of the e-Registry's new TPSI and Bulk Submission functions. Your members are invited to register (free of charge) for their individual user accounts or company user accounts at the e-Registry, if they have not yet done so.

To know more about the e-Registry and the electronic services available, please refer to the step-by-step demonstrations (in English) in the “e-Services User Guides” and the “Frequently Asked Questions” sections at the e-Registry. The Help Desk Support Service Team stands ready to provide assistance to customers at Tel. (852) 8201 8273 or via email at cr.helpdesk@pccw.com.

Thank you for your assistance in this matter.

Yours faithfully,

(Miss Peggy LAU)
for Registrar of Companies



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執事先生：

公司註冊處電子服務網站「註冊易」
軟體提交資料聯繫系統及大量提交文件服務

公司註冊處一直致力為客戶提供高效率、優質和稱心的服務。自今年 3 月起，客戶可於本處的電子服務網站「註冊易」(www.eregistry.gov.hk)進行一站式公司註冊及商業登記，以及提交本地公司更改公司名稱通知書。本處現已在「註冊易」推出「軟體提交資料聯繫系統」(聯繫系統)及「大量提交文件」的新功能。

聯繫系統功能讓客戶向本處提交指明表格的電子檔(電子表格檔)。「註冊易」的註冊用戶可使用聯繫系統的功能，向本處提交以軟體(即自行開發或向軟體供應商購買的軟體)製備及已簽署並符合特定規格的電子表格檔及其附件。


註冊用戶亦可使用大量提交文件功能，每次向本處提交最多 10 個電子表格檔。

謹請你向 貴會會員通告有關「註冊易」聯繫系統及大量提交文件的新功能。 貴會會員如尚未登記成為「註冊易」的個人用戶或公司用戶，本處誠意邀請他們及早登記(費用全免)。

要了解更多關於「註冊易」和新的電子服務，請瀏覽「註冊易」內「電子服務用戶指南」一欄所載的詳盡示範(英文版) 和「常見問題」一欄。本處服務組支援隊亦隨時提供協助，客戶可致電 (852) 8201 8273 或電郵至 cr.helpdesk@pccw.com 聯絡服務組。

對於 貴會就此事給予的協助，本人謹此致謝。

公司註冊處處長

(劉麗芬  代行)

二零一一年十月二十四日