

繳款後，請沿虛線剪下並將有效的商業/分行登記證展示在營業地點。

Please cut along the dotted line after making payment and display the valid business/branch registration certificate at business address.

表格 2 FORM 2		[第 5 條]
《商業登記條例》(第 310 章)		[regulation 5]
BUSINESS REGISTRATION ORDINANCE (Chapter 310)		
《商業登記規例》		
BUSINESS REGISTRATION REGULATIONS		
商業 XXXX 登記證 Business XXXX Registration Certificate		
正 本 ORIGINAL		
XXXXXX XXXXXX		
業務 / 法團所用名稱 Name of Business/ Corporation	SOFTLINE LIMITED	
業務 / 分行名稱 Business/ Branch Name	*****	
地址 Address	604 TOWER A NEW TRADE PLAZA 6 ON PING ST SHATIN NT	
業務性質 Nature of Business	IT DEVELOPMENT	
法律地位 Status	BODY CORPORATE	
生效日期 Date of Commencement	屆滿日期 Date of Expiry	登記證號碼 Certificate No.
21/05/2021	20/05/2022	64787183-000-05-21-6
		登記費及徵費 Fee and Levy
		\$250
		(登記費 FEE = \$ 0)
		(徵費 LEVY = \$250)
請注意下列《商業登記條例》的規定：		
Please note the following requirements of the Business Registration Ordinance:		
1. 第 6(6)條規定任何業務獲發商業登記證或分行登記證，並不表示該業務或經營該業務的人或受僱於該業務的僱員已遵從有關的任何法律規定。 2. 第 12 條規定各業務須將其有效的商業登記證或有效的分行登記證於每一營業地點展示。		
繳款時請將此商業 XXXX 登記證及繳款通知書完整交出。在付款後，本繳款通知書方成為有效的商業/ XXXX 登記證。(請參閱背頁繳款辦法所載內容。) Please produce this certificate and demand note intact at time of payment. This demand note will only become a valid business/XXXX registration certificate upon payment. (Please see payment instructions overleaf.) 機印所示登記費及徵費收訖。 RECEIVED FEE AND LEVY HERE STATED IN PRINTED FIGURES.		

(繳款前請勿將存根撕下 DO NOT DETACH THIS STUB BEFORE MAKING PAYMENT.)

繳款通知書 DEMAND NOTE

CRC20201

請你在指定繳費日期或該日期之前，繳交上述登記證所示屆滿日期的期間之登記費及徵費。如你不依期清繳，稅務局局長可加徵罰款，並連同登記費及徵費一併向你追討。如你的業務於上述所示生效日期前已結束營業，則無須繳付有關登記費及徵費（在這情況下，如尚未就結束業務一事通知稅務局局長，請立即發出通知）。不過，請注意：就商業登記條例而言，法人團體的業務不被視作已結束，直至該法人團體被解散或已被公司註冊處處長撤銷註冊為止。繳款辦法請參閱背頁。

You are hereby required to pay the fee and levy shown below, for the period ending as per above Certificate, on or before the Specified Date, failing which the Commissioner may order that a penalty be added to the fee and levy and recovered therewith. If your business has ceased on a date which is prior to the date of commencement as shown, payment of the fee and levy is not required (in which case, please inform the Commissioner of the cessation if not already done). However, please note that for the purpose of the Business Registration Ordinance, the business of a body corporate is not regarded as having ceased until such body corporate is dissolved or deregistered by the Registrar of Companies. For payment instructions, please see overleaf.

指定繳費日期 (Specified Date)

登記證號碼 (Certificate No.)

應繳金額 (Amount Due)

25/06/2021

64787183-000-05-21-6

\$250.00

8507020200000025000010647871830000052106



"FPS" Payment



「轉數快」繳費

稅務局局長 譚大鵬

TAM TAI-PANG

Commissioner of Inland Revenue
19/04/2021

付款說明

你可透過以下方法付款：

1. 電子付款

你可透過電話、銀行自動櫃員機或互聯網付款。請留意你每天的可繳款限額和有關的繳款服務機構每天截數的時間。

稅務局的「繳費靈」商戶編號為「10」。請致電「18013」登記帳單及「18033」交費。請注意你的商業登記證號碼每年都不相同，因此每次繳款前，請先登記有關帳單。

你可以在任何貼有「繳費服務」標誌的滙豐銀行／恒生銀行自動櫃員機或貼有「繳費易」標誌的「銀通」自動櫃員機，使用提款卡繳款。

如欲透過網上付款，你可以進入本局網頁<www.ird.gov.hk>。在「稅務資料—其他」目錄選擇「繳稅及退稅」，然後選擇「付款辦法」下的「互聯網付款」。請依照指示付款。

你亦可透過電子支票支付網站<www.payechecque.gov.hk>上載電子支票／電子本票付款。請瀏覽該電子支票支付網站以獲取詳細指示。

2. 郵遞付款

請把支票連同本繳款通知書一併寄回「香港告士打道郵政局郵箱29015號稅務局局長收」。切勿郵寄現金，並預留足夠郵遞時間。本局恕不接納期票。

支票須加劃線並註明支付「香港特別行政區政府」。請在支票背面寫上商業登記證號碼。

3. 親臨付款

你可以攜同本繳款通知書到下列繳款處付款：

郵政局

請攜同本繳款通知書到全港任何一間郵政局以現金、支票或「易辦事」付款。有關各區郵政局的地址及辦公時間，請瀏覽香港郵政網頁<www.hongkongpost.hk>或致電其查詢熱線 2921 2222。

便利店

請攜同本繳款通知書到全港任何一間 7-Eleven 便利店、OK 便利店、VanGo 便利店及香港華潤萬家超級市場以現金付款。每次繳款金額上限為 5,000 元。

商業登記署

請攜同本繳款通知書往香港灣仔告士打道 5 號稅務大樓 4 樓以現金、支票或「易辦事」繳款。如你未持有商業登記繳款通知書，請先到查詢櫃位索取繳款通知書，然後付款。

收款時間： 星期一至五 上午 8 時 45 分至下午 5 時正

注意

- 使用電子付款繳交商業登記費，請輸入商業登記證號碼。號碼末端如為 'A' 字，在使用電話或銀行自動櫃員機付款時，請無需輸入該 'A' 字。如透過銀行的互聯網上付款時，某些銀行或會要求客戶一併輸入 'A' 字，請留意個別銀行指示。
- 如以支票付款，收據須在支票首次提交付款銀行獲得兌現後，才屬有效。
- 如以電子／郵寄方式或親身到便利店付款，有效的商業登記證將於付款後寄回。
- 如你親身到郵局以罰款通知書繳款，有效的商業登記證將於付款後寄回。
- 除非已繳妥有關費用，否則該商業登記證根據《商業登記條例》第 6(5) 條並不視為有效。
- 過期繳付登記費及徵費會被加徵罰款（1 年證：總行 \$300、分行 \$71；3 年證：總行 \$900、分行 \$213）。

其他資料及查詢

請瀏覽稅務局網頁、致電查詢熱線 187 8088、電郵 taxbro@ird.gov.hk 或傳真至 2824 1482。本局亦可將所需資料傳真或郵寄給你。

IRS9711A (10/2016)

PAYMENT INSTRUCTIONS

The total amount due can be settled as follows:

1. Payment by electronic means

You may pay by phone, by bank ATM or via the Internet. Please note your personal transaction limit and the daily cut-off time of the relevant payment service provider.

The IRD's PPS merchant code is "10". Please dial 18011 for bill registration and 18031 for payment. Please note that a different Business Registration Certificate Number is given every year. Therefore, you have to register the relevant bill before making payment.

You may pay by ATM card at any HSBC/Hang Seng Bank ATM with the "Bill Payment" signage, or at any JETCO ATM with the "JET PAYMENT" logo.

To pay via the Internet, you can visit our web site <www.ird.gov.hk>. Click on "Payment & Refund" under "Tax Information – Others" menu. Select "Payment Methods" and then "Payment via Internet". Follow the instructions and make payment.

You may pay by e-Cheque/e-Cashier Order. Please visit the "Pay e-Cheque" portal at <www.payechecque.gov.hk> for detailed instructions.

2. Payment by post

You may mail your cheque together with this demand notice to "Commissioner of Inland Revenue, P.O. Box 29015, Gloucester Road Post Office, Hong Kong". Do not send in cash. You should allow sufficient mailing time. Post-dated cheques will not be accepted.

The cheque should be crossed, and made payable to either "The Government of the Hong Kong Special Administrative Region" or "The Government of the HKSAR". The Business Registration Certificate Number should be written on the back of the cheque.

3. Payment in person

Payment in person together with this demand notice can be made at the following collection points:

Post Office

Please bring along this demand notice to make payment by cash, cheque or EPS at any post office throughout Hong Kong. For details of addresses and opening hours of post offices, please visit the Hongkong Post web site <www.hongkongpost.hk> or call their enquiry hotline 2921 2222.

Convenience store

Please bring along this demand notice to make payment at any 7-Eleven Convenience Store, Circle K Convenience Store, VanGO Convenience Store and China Resources Vanguard Supermarket in Hong Kong. Cash payment up to \$5,000 per transaction is accepted.

Business Registration Office

Please bring along this demand notice to make payment by cash, cheque or EPS on 4/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong. If you do not have a Business Registration demand note, please obtain a copy of it from the Enquiries Counter for making payment.

Shroffing Hours: Monday to Friday 8:45 am to 5:00 pm

IMPORTANT

- To pay BR fee by electronic means, please enter the Business Registration Certificate Number. However, if the number ends with a letter 'A', for telephone or bank ATM payments, please skip the letter 'A'. For Internet payments, some banks may require input of the letter 'A'. Please refer to the instructions of individual banks.
- In the case of payment made by cheque, the receipt is valid only when the cheque is honoured on the first presentation to the drawee bank.
- For those payments made by electronic means/by post or through convenience stores, a receipted Business Registration Certificate will be sent to your business address after payment.
- If you make payment for penalty demand note in person at Post Offices, a receipted Business Registration Certificate will be sent to your business address after payment.
- The Business Registration Certificate is NOT valid in accordance with section 6(5) of the Business Registration Ordinance until the relevant payment has been duly made.
- Penalty (1-year Certificate: main \$300, branch \$71; 3-year Certificate: main \$900, branch \$213) will be imposed if the payment of fee and levy is made after the specified due date.

FURTHER INFORMATION AND ENQUIRIES

Please visit our web site, call our hotline 187 8088, email to taxbro@ird.gov.hk or fax to 2824 1482. We may also send the required information to you by fax or post upon request.