



公司註冊處
Companies Registry

更改公司秘書及董事通知書(委任/停任) Notice of Change of Company Secretary and Director (Appointment/Cessation)

表格 **ND2A**
Form

公司編號 Company Number

1234569

註 Note

1 公司名稱 Company Name

Sea Dragon (HK) Shipping Limited
海龍(香港)船運有限公司

2 公司秘書/董事的停任 Cessation to Act as Company Secretary/Director

(如超過一名公司秘書/董事停任, 請用續頁 A 填報 Use Continuation Sheet A if more than 1 company secretary/director ceased to act)

A. 現時在公司註冊處登記的詳情 Particulars Currently Registered with the Companies Registry

請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)

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身分 Capacity	<input type="checkbox"/> 公司秘書 Company Secretary	<input type="checkbox"/> 董事 Director	<input type="checkbox"/> 候補董事 Alternate Director	代替 Alternate to
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公司秘書/董事的詳情 (自然人) Particulars of Company Secretary/Director (Natural Person)

中文姓名 Name in Chinese					
英文姓名 Name in English	姓氏 Surname				
	名字 Other Names				
身分證明 Identification					()
	香港身分證號碼 Hong Kong Identity Card Number			護照號碼 Passport Number	

8

或 OR

9

公司秘書/董事的詳情 (法人團體) Particulars of Company Secretary/Director (Body Corporate)

中文及英文名稱 Chinese and English Names

B. 停任詳情 Details of Cessation

停任原因 Reason for Cessation	<input type="checkbox"/> 辭職/其他 Resignation/Others	<input type="checkbox"/> 去世 Deceased	
停任日期 Date of Cessation	日 DD	月 MM	年 YYYY

10

上述董事或候補董事在停任日期後, 是否仍然擔任這公司的候補董事或董事職位?
Will this director or alternate director continue to hold office as alternate director or director in this company after the date of cessation? 是 Yes 否 No

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提交人資料 Presentor's Reference

姓名 Name: CC Company Secretarial Services Limited
地址 Address: Suite 2507, Kwong Fun Commercial Centre, 221 Hennessy Road, Wanchai, Hong Kong

電話 Tel: (852) 2323 2001 傳真 Fax: (852) 2323 2002
電郵 Email: cc@cc.com.hk
檔號 Reference:

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3 委任公司秘書／董事 (自然人) Appointment of Company Secretary／Director (Natural Person)

(如委任超過一名自然人為公司秘書／董事，請用續頁 B 填報 Use Continuation Sheet B if more than 1 natural person is appointed as company secretary／director)

請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)

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身分 Capacity 公司秘書 Company Secretary 董事 Director 候補董事 Alternate Director

代替 Alternate to

中文姓名
Name in Chinese

馬文鳳

英文姓名
Name in English Surname

Ma

名字
Other Names

Man Fung

前用姓名
Previous Names Chinese

英文
English

別名
Alias Chinese

英文
English

13

地址
Address

Flat A, 55/F., Block A, King Yin Court

232 Pak Shan Road, Tai Po, N.T.

國家／地區
Country／Region

Hong Kong

14

電郵地址
Email Address

15

身分證明 Identification

(a) 香港身分證號碼
Hong Kong Identity Card Number

B

7

8

9

0

2

1

(3)

(b) 護照
Passport 簽發國家 Issuing Country

號碼
Number

委任日期 Date of Appointment

01

04

2018

日 DD

月 MM

年 YYYY

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上述董事或候補董事在獲得這次委任時，是否已經是這公司的現任候補董事或董事？
Is this director or alternate director already an existing alternate director or director in this company at the time of this appointment?

是 Yes

否 No

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提示
Advisory Note

所有公司董事均應閱讀公司註冊處編製的《董事責任指引》，並熟悉該指引所概述的董事一般責任。
All directors of the company are advised to read 'A Guide on Directors' Duties' published by the Companies Registry and acquaint themselves with the general duties of directors outlined in the Guide.

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出任董事職位同意書 Consent to Act as Director *請刪去不適用者 Delete whichever does not apply

本人同意擔任公司的董事／候補董事*，並確認本人已年滿 18 歲。

I consent to act as director/alternate director* of this company and confirm that I have attained the age of 18 years.

簽署 Signed : _____

4 委任公司秘書／董事 (法人團體) Appointment of Company Secretary／Director (Body Corporate)

(如委任超過一個法人團體為公司秘書／董事，請用續頁 C 填報 Use Continuation Sheet C if more than 1 body corporate is appointed as company secretary／director)

請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)

18 身分 Capacity 公司秘書 Company Secretary 董事 Director 候補董事 Alternate Director

代替 Alternate to

19 中文名稱 Name in Chinese

19 英文名稱 Name in English

20 地址 Address

國家／地區 Country／Region

21 電郵地址 Email Address

公司編號 Company Number (只適用於在香港註冊的法人團體) (Only applicable to body corporate registered in Hong Kong)

委任日期 Date of Appointment 日 DD 月 MM 年 YYYY

22 上述董事或候補董事在獲得這次委任時，是否已經是這公司的現任候補董事或董事？
Is this director or alternate director already an existing alternate director or director in this company at the time of this appointment? 是 Yes 否 No

23 提示 Advisory Note 所有公司董事均應閱讀公司註冊處編製的《董事責任指引》，並熟悉該指引所概述的董事一般責任。 All directors of the company are advised to read 'A Guide on Directors' Duties' published by the Companies Registry and acquaint themselves with the general duties of directors outlined in the Guide.

23 出任董事職位同意書 Consent to Act as Director
本人謹代表上述公司確認，上述公司同意擔任公司的董事／候補董事*。
I, acting on behalf of the above named company, confirm that the above company consents to act as director／alternate director* of this company.
簽署 Signed : _____
董事(法人團體)的董事／公司秘書／獲授權人士*
Director／Company Secretary／Authorized Person of the Director (Body Corporate)*

本通知書包括下列續頁 This Notice includes the following Continuation Sheet(s)

續頁 Continuation Sheet(s)	A	B	C
頁數 Number of pages	0	0	0

24 5 確認(適用的話) Confirmation (If applicable)
名列本通知書內的每一名獲委任為公司秘書的自然人通常居於香港。
Each natural person appointed as company secretary and named in this Notice ordinarily resides in Hong Kong.

6 簽署 Signed : _____
姓名 Name : Lam, Wing Shun 日期 Date : 1 April 2018
董事 Director／公司秘書 Company Secretary * 日 DD / 月 MM / 年 YYYY

*請刪去不適用者 Delete whichever does not apply