4.2 Participantship Management

AC 9 CHANGE OF COMPANY NAME

WHEN TO USE:

- ➤ When a HKSCC/HKCC/SEOCH Participant, HKSCC Designated Bank or HKSCC Clearing Agency Participant wishes to change its company name through Client Connect.
- The eService is available at any time.

ABOUT THIS eSERVICE:

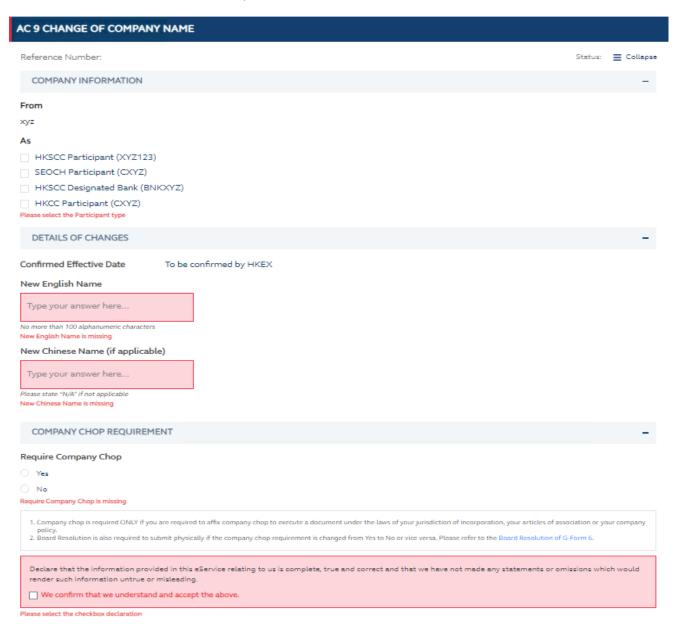
- > This eService is available to Business users granted with the access rights EU CompanyAdministration.
- > This eService is equivalent to "CHANGE OF COMPANY NAME FORM" (G-Form 5).
- ➤ To support the request, maker must upload a certified true copy of the Certificate of Change of Name issued by the Companies Registry of Hong Kong or Business Registration Certificate or such other equivalent document(s) and submit the original supporting documents to HKSCC/HKCC/SEOCH. Such certificate or document(s) can be submitted using the **UPLOAD** function. Maker can upload at most 3 files with file size less than or equal to 20Mb each in one submission.
- The e-Service form must be printed out to affix with the Specimen of New Company Chop if company chop requirement is "Yes". The original e-Service form must be submitted to HKSCC/HKCC/SEOCH together with the other supporting documents.
- > Email and Dashboard notifications will be sent to both maker and checker once there is change relating to eService status.

SAMPLE UX:

Users can expand all sections to view all the fields.



There is built-in validation on the data input.



FIELDS HIGHLIGHTS:

#	Field Name	Highlights
COMPANY INFORMATION		
1	From	 Display the company name on behalf of which the maker is acting. Applicable to HKSCC/HKCC/SEOCH Participant, HKSCC Designated Bank and HKSCC Clearing Agency Participant.
2	As	
	AILS OF CHANGES	To insult your common your so in English and Ohiness (#
3	New English Name	 To input new company names in English and Chinese (if applicable). New English Name field is mandatory. State "N/A" if New Chinese Name is not applicable.
4	New Chinese Name (if applicable)	
HKSCC		
5	New Short Name in English	 Available to HKSCC Participant and/or HKSCC Designated Bank or HKSCC Clearing Agency Participant. All fields are mandatory. At most 3 files with file size 20Mb each can be uploaded in one submission. For HKSCC Designated Bank, state 'N/A' on New Bank Account Name.
6	New Bank Account Name (for HKSCC)	
7	UPLOAD	
HKC	C/SEOCH	
8	New Short Name in English	 Available to HKCC and/or SEOCH Participant . All fields are mandatory. State "N/A" if New Bank Account Name (Market Maker A/C) is not applicable. At most 3 files with file size 20Mb each can be uploaded in one submission.
9	New Bank Account Name (House A/C)	
10	New Bank Account Name (Client A/C)	
11	New Bank Account Name (Market Maker A/C)	
12	UPLOAD	
COM	PANY CHOP REQUIREMENT	
13	Require Company Chop	 Fields are mandatory. Maker is required to affix specimen of new company chop if the company chop is required.
14	Declaration checkbox	
CON	TACT INFORMATION	
15	Name of Contact Person	Field format: Alphanumeric Auto-filled based on maker's profile and content is editable.
16	Email Address	Field format: Alphanumeric Auto-filled based on maker's profile and content is editable. Field format: Numeric
17	Telephone Number	Field format: Numeric Auto-filled based on maker's profile and content is editable. Provide additional contract information by clicking the button.
18	+ CONTACT PERSON	 Provide additional contract information by clicking the button Participant can optionally provide up to 5 contact information.