



公司註冊處  
Companies Registry

委任接管人或經理人通知書 CB(1)1745/03-04 (02)  
Notification of Appointment of  
Receiver or Manager

(公司條例第 87(1)條)  
(Companies Ordinance s.87(1))

表格  
Form M5

重要事項 Important Notes

- 填表前請參閱《填表須知》。  
請用黑色墨水列印。
- Please read the accompanying notes before completing this form.  
Please print in black ink.

公司編號 Company Number

1 公司名稱 Company Name

(有接管人/經理人獲委任 Receiver/Manager appointed)

2 委任詳情 Details of Appointment

(如委任超過兩名接管人/經理人，請用續頁 A 填報 Use Continuation Sheet A if more than 2 receivers/managers are appointed)

請在有關空格內加 ✓ 號 Please tick the relevant box(es)

身份 Capacity	<input type="checkbox"/> 接管人 Receiver	<input type="checkbox"/> 經理人 Manager	<input type="checkbox"/> 接管人兼經理人 Receiver and Manager
類別 Status	<input type="checkbox"/> 唯一 Sole	<input type="checkbox"/> 共同 Joint	<input type="checkbox"/> 共同及各別 Joint and Several

A 姓名 Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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中文姓名 Name in Chinese

英文姓氏 Surname in English

英文名字 Other Names in English

(註 Note 7)

地址 Address

(註 Note 8)

電郵地址 E-mail Address

(註 Note 9)

身份證明 Identification

a 香港身份證號碼  
Hong Kong Identity Card Number

b 海外護照  
Overseas Passport

<input type="text"/>	<input type="text"/>
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簽發國家 Issuing Country

號碼 Number

(註 Note 3)

提交人的資料 Presentor's Reference

姓名 Name:

代號 Code:

地址 Address:

電話 Tel:

傳真 Fax:

電郵地址 E-mail Address:

檔號 Reference:

請勿填寫本欄 For Official Use

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## 2 委任詳情 Details of Appointment

(續上頁 cont'd)

### B 姓名 Name

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中文姓名 Name in Chinese

英文姓氏 Surname in English

英文名字 Other Names in English

(註 Note 7)

### 地址 Address

--

(註 Note 8)

### 電郵地址 E-mail Address

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(註 Note 9)

### 身份證明 Identification

a 香港身份證號碼  
Hong Kong Identity Card Number

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b 海外護照  
Overseas Passport

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簽發國家 Issuing Country

號碼 Number

## 3 委任方式 Mode of Appointment

請在有關空格內加 ✓ 號 Please tick the relevant box

☐ 根據一份文書委任 Appointment under an Instrument

### 文書描述 Description of Instrument

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### 設定日期 Date of Creation

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日 DD

月 MM

年 YYYY

(註 Note 10)

☐ 根據一份法院命令委任 Appointment by a Court Order

### 法院案件編號 Court Action Number

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### 命令日期 Date of Order

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日 DD

月 MM

年 YYYY

## 4 委任日期 Date of Appointment

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日 DD

月 MM

年 YYYY

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5 該項委任所涉及的財產的描述

**Description of the Property over which the Appointment is Made**

(如空位不足，請用續頁 B 填報 Use Continuation Sheet B if space is insufficient)

**A 房地產 Landed Property**

**第 1 項財產 1<sup>st</sup> Property**

**財產的簡要詳情 Short particulars of the property**

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(請填報財產的地址 Please state the address of the property)

**第 2 項財產 2<sup>nd</sup> Property**

**財產的簡要詳情 Short particulars of the property**

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(請填報財產的地址 Please state the address of the property)

**B 其他類別的財產 Other types of property**

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(請填報適當詳情 Please insert details as appropriate)

本通知書包括 \_\_\_\_\_ 張續頁 A 及 \_\_\_\_\_ 張續頁 B。

This Notification includes \_\_\_\_\_ Continuation Sheet(s) A and \_\_\_\_\_ Continuation Sheet(s) B.

簽署 Signed :

姓名 Name :

日期

Date :

(註 Note 4)

(董事／秘書／授權代表\*)

委任人

(Director／Secretary／Authorized Representative \*)

Appointor

日 DD / 月 MM / 年 YYYY

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

公司編號 Company Number

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**委任詳情 (第 2 項)**

**Details of Appointment (Section 2)**

**A 姓名 Name**

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中文姓名 Name in Chinese

英文姓氏 Surname in English

英文名字 Other Names in English

(註 Note 7)

**地址 Address**

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(註 Note 8)

**電郵地址 E-mail Address**

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(註 Note 9)

**身份證明 Identification**

a 香港身份證號碼  
Hong Kong Identity Card Number

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b 海外護照  
Overseas Passport

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簽發國家 Issuing Country

號碼 Number

**B 姓名 Name**

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中文姓名 Name in Chinese

英文姓氏 Surname in English

英文名字 Other Names in English

(註 Note 7)

**地址 Address**

--

(註 Note 8)

**電郵地址 E-mail Address**

--

(註 Note 9)

**身份證明 Identification**

a 香港身份證號碼  
Hong Kong Identity Card Number

--

b 海外護照  
Overseas Passport

--	--

簽發國家 Issuing Country

號碼 Number

公司編號 Company Number

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該項委任所涉及的財產的描述 (第 5 項)

**Description of the Property over which the Appointment is Made (Section 5)**

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公司條例(香港法例第 32 章)

第 87(1)條規定提交的  
委任接管人或經理人通知書

填表須知 — 表格 M5

附註

引言

1. 如任何人士根據任何文書所載的權力或取得法院命令，委任有關公司(指在香港根據《公司條例》成立為法團或根據該條例第 XI 部註冊的公司)財產的接管人或經理人，該人士必須在委任的日期後 7 日內，使用本表格通知公司註冊處處長。
2. 請劃一以中文或英文填報各項所需資料。在本表格第 3 項所填報的文書描述必須與該押記在登記時註冊的表格 M1 內填報的描述相同。如以中文填報，請用繁體字。公司註冊處不接納手寫的表格。
3. 請填報提交人的資料。除非有特別事項需要公司註冊處注意，否則毋須另加附函。

簽署

4. 本表格必須由承按人、承押記人或獲得本表格第 3 項所述的法院命令的人士(統稱為委任人)簽署。如委任人屬法人團體，本表格必須由一名董事、秘書或授權代表簽署。如委任人屬個人，則本表格必須由委任人親自簽署或由其授權代表簽署。公司註冊處不接納未簽妥的表格，並會退回提交人。

費用

5. 本表格必須連同正確的註冊費用一併提交，否則公司註冊處不會接納，並會退回提交人。有關繳付正確費用的詳情，請參閱《主要服務收費表》資料小冊子。
6. 如以郵寄方式遞交表格，請連同一張港幣劃線支票繳付所需費用。支票抬頭請註明「公司註冊處」。請勿郵寄現金。

委任詳情 (第 2 項)

7. 請填報接管人或經理人的詳細地址，「轉交」地址及郵政信箱號碼恕不接受。
8. 請提供接管人或經理人的電郵地址以方便聯絡(屬自願提供的資料)。如電郵地址其後有任何更改，請以表格 M7 通知公司註冊處。
9. 接管人或經理人須填報其香港身份證號碼。如該人並非香港身份證持有人，請填報其所持護照的號碼及簽發國家。如該人既非香港身份證持有人，亦沒有任何國家的護照，則請在有關的空格內填報「無」。

委任方式 (第 3 項)

10. 如接管人或經理人是由法院命令所委任，請述明該項法院命令的有關資料。提交人毋須將該法院命令遞交本處。

**NOTIFICATION OF APPOINTMENT OF  
RECEIVER OR MANAGER**  
**Required by Companies Ordinance (Cap. 32)**  
**Section 87(1)**

**Notes for Completion of Form M5**

**Introduction**

1. Any person who has appointed a receiver or manager of the property of a company, which is incorporated in Hong Kong under the Companies Ordinance or registered under Part XI thereof, under the powers contained in any instrument or obtained a court order for the appointment, must use this form to notify the Registrar of Companies within 7 days after the date of the appointment.
2. Please fill in all particulars and complete all items consistently in either Chinese or English. The description of instrument to be included in Section 3 of this form should be the same as the description included in the Form M1 filed when this charge was first registered. In the case of Chinese, traditional Chinese characters should be used. Please note that handwritten forms will be rejected by the Companies Registry.
3. Please complete the Presentor's Reference. Unless the presentor needs to raise a specific issue for the attention of the Companies Registry, no covering letter is required.

**Signature**

4. This form must be signed by the mortgagee, chargee, or the person who obtained the court order stated in Section 3 of this form (collectively referred to as the appointor). If the appointor is a body corporate, this form must be signed by a director, secretary or an authorized representative. If the appointor is an individual, this form must be signed by the appointor personally or by his or her authorized representative. A form which is not properly signed will be rejected by the Companies Registry.

**Fee**

5. This form must be submitted with the correct registration fee. A form which is not submitted with the correct fee will be rejected by the Companies Registry. Please refer to the information pamphlet on 'Price Guide to Main Services' for the correct fee payable.
6. If this form is delivered by post, please send a crossed cheque in Hong Kong Dollars payable to 'Companies Registry'. Please do not send cash.

**Details of Appointment (Section 2)**

7. Please provide the full address of the receiver or manager. 'Care of' addresses and post office box numbers are not acceptable.
8. Please supply the e-mail address of the receiver or manager, on a voluntary basis, to facilitate electronic communication. If there are any subsequent changes in the e-mail addresses, it would be appreciated if you would notify the Companies Registry by completing Form M7.
9. The Hong Kong Identity Card number, or in the absence of which, the number and issuing country of the passport of the receiver or manager should be given. If he or she holds neither a Hong Kong Identity Card nor a passport, please state 'NIL' in the boxes provided.

**Mode of Appointment (Section 3)**

10. If the receiver or manager is appointed by a court order, please state the particulars of the court order. Presentor need not submit a copy of the court order to the Companies Registry.