



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

表格 6

具報詳情改變

Form 6

Notification of Changes in Particulars

香港海關專用

For Official Use Only

Receipt Date: \_\_\_\_\_

Application No.: \_\_\_\_\_

Approval Date: \_\_\_\_\_

香港法例 第 615 章《打擊洗錢及恐怖分子資金籌集(金融機構)條例》  
Anti-Money Laundering and Counter-Terrorist Financing  
(Financial Institutions) Ordinance, Chapter 615

請用正楷及黑色筆填寫表格。填寫本表格前，請先閱讀填表須知。

Please fill in the form in capital letter and black ink and read the Guidance Notes before completing this form.

致：海關關長  
To: The Commissioner of Customs and Excise

具報改變金錢服務經營者牌照的登記詳情

Notification of Changes in Particulars under Money Service Operator Licence

現具報海關關長 \_\_\_\_\_  
(持牌人業務 / 法團)

(金錢服務經營者牌照號碼：\_\_\_\_\_)，下列在香港海關金錢服務經營者牌照的登記詳情改變。經修訂的資料現列述如下：-

This is to notify the Commissioner of Customs and Excise \_\_\_\_\_  
(Licensee's Business / Corporation)

(Money Service Operator (MSO) Licence No.: \_\_\_\_\_) of the change of the following particular(s) under our Money Service Operator Licence in Customs and Excise Department. The revised information is now given below:-

(A) 關於以下改變，請填寫及交回附件 1

- 業務 / 法團名稱
- 業務 / 分行名稱
- 金錢服務的性質
- 主要地址
- 聯絡資料

For the following changes, please fill in and return Annex 1.

- Name of Business / Corporation
- Business / Branch Name
- Nature of Money Service
- Principal Address
- Contact Information

(B) 關於以下改變，請填寫及交回附件 2

- 營業處所的資料
- 營業處所的電話及傳真號碼
- 在營業處所經營的其他業務的資料
- 住宅營業處所的佔用人

For the following changes, please fill in and return Annex 2.

- Business Premises Information
- Telephone and Fax No. of Business Premises
- Information of other Business being run in the Business Premises
- Occupants of Domestic Business Premises

(C) 關於以下改變，請填寫及交回附件 3

- 持牌人 / 持牌人的合夥人 / 董事 / 最終擁有人的詳情

For the following changes, please fill in and return Annex 3.

- Particulars of Licensee / Licensee's Partners / Directors / Ultimate Owners

(D) 關於以下改變，請填寫及交回附件 4

- 接任成為持牌人合夥人/董事/最終擁有人
- 卸任作為持牌人合夥人/董事/最終擁有人

For the following changes, please fill in and return Annex 4.

- Incoming of Licensee's Partners / Directors / Ultimate Owners
- Outgoing of Licensee's Partners / Directors / Ultimate Owners

(E) 關於以下改變，請填寫及交回附件 5

- 持牌人 / 持牌人的合夥人/董事/最終擁有人的「適當人選」狀況有所改變

For the following change, please fill in and return Annex 5.

- The "Fit and Proper" status of Licensee / Licensee's Partners / Directors / Ultimate Owners



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(F) 關於以下改變，請填寫及交回附件 6

- 刪除用以經營金錢服務的銀行帳戶
- 加入用以經營金錢服務的銀行帳戶

For the following changes, please fill in and return Annex 6.

- Deletion of Bank Account(s) used for Operating Money Service
- Addition of Bank Account(s) used for operating Money Service

**重要事項：請於已填妥的附件蓋上持牌人公司印章並簽署**

**Important Notes: Please sign and stamp with company chop of the Licensee on the completed Annex**

**提交此具報改變表格人士的聲明 (見於備註)**

**Declaration by the person who submits this notification form (see Remarks)**

2. 本人謹此聲明，就本人所知及相信，在上文第 1 段和相關附件\_\_\_\_\_所提供的資料，均屬真實及正確，而\*本人/本公司在申請金錢服務經營者牌照的批給 / 續期申請表上提供的其他資料仍然有效。本人明白此通知書為\*本人/本公司申請金錢服務經營者牌照的批給 / 續期申請表的一部份。本人進一步承諾自任何改變發生之日起計的一個月內，藉書面向海關關長具報有關改變。

I hereby declare that the information provided in paragraph 1 above and the relevant Annex \_\_\_\_\_ is true and correct to the best of my knowledge and belief and other particulars of my company provided in the Application Form for Grant / Renewal of a Money Service Operator Licence remain valid. I understand that this notification forms part of my Application Form for Grant / Renewal of a Money Service Operator Licence. I further undertake to notify the Commissioner of Customs and Excise in writing of any changes within one month beginning on the date on which the change takes place.

3. 本人已閱讀具報詳情改變表格 6 的填表須知第 C 部所載的收集個人資料聲明，以及明白當中內容。

I have read the Personal Information Collection Statement stated in Part C of the Guidance Notes on Form 6 Notification of Changes in Particulars and understand the contents stated therein.

(*持牌人 / 獲持牌人授權的合夥人 / 董事或人士簽署及公司印章) (*Signature of the licensee / authorized person of the licensed partnership / authorized director or person of the licensed corporation and company chop)	(姓名(正楷)) (Name in block letters)	(香港身份證/ 旅遊證件號碼) (HKID No. / Travel Doc. No.)
(在持牌人業務 / 法團擔任的職位) (Position in the Licensee's Business / Corporation)	(聯絡電話號碼) (Contact Tel. No.)	(日期) (Date)

備註： 提交此具報改變表格的人士必須是：—

Remarks: The person who submits this notification of changes in particulars form must be:-

- (a) 如持牌人屬獨資經營，該獨資經營者；  
the sole proprietor, if the licensee is a sole proprietorship;
- (b) 如持牌人屬合夥，則獲每名合夥人書面授權的合夥人，並應隨附授權書；  
the partner authorized in writing by every partner, if the licensee is a partnership. The authorization letter should be attached;
- (c) 如申請人屬法團，則獲董事局書面授權的董事或人士，並應隨附授權書。  
the director or the person, authorized in writing by the Board of Directors, if the licensee is a corporation. The authorization letter should be attached.

請將填妥的具報詳情改變表格 6 呈交 :-

Please submit the completed Notification of Changes in Particulars Form 6 to:-

香港海關 金錢服務監理科 九龍 九龍灣臨樂街 19 號 南豐商業中心 12 樓 1218-1222 室

Money Service Supervision Bureau Customs and Excise Department

Units 1218-1222, 12/F., Nan Fung Commercial Centre, 19 Lam Lok Street, Kowloon Bay, Kowloon







香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 2

Annex 2

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(請選擇需要修改的項目及在方格內加上「✓」號及填上經修訂的資料。如某項目提供的空位不敷應用，請另紙填寫。)

(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

具報營業處所的登記詳情改變

Notification of Change in Particulars of Business Premises

以下營業處所的登記詳情有所改變 Particulars in relation to the following business premises have been changed												
商業登記號碼 Business Registration Number												
改變的生效日期 (日/月/年) Effective Date of the change (dd/mm/yyyy)												

<input type="checkbox"/> 營業處所的資料 Business premises information												
經營金錢服務的處所類別： Type of premises where the money service is operated:-												
<input type="checkbox"/> 住宅處所 Domestic premises	<input type="checkbox"/> 商業處所 Commercial premises	<input type="checkbox"/> 混合住宅及商業處所 Mixed domestic and commercial premises										
營業處所的面積 Area of the business premises												(平方米) (m <sup>2</sup> )

<input type="checkbox"/> 聯絡資料 Contact information												
電話號碼 Telephone No.												傳真號碼 Fax No.

<input type="checkbox"/> 在此營業處所內經營的其他業務的資料 Information of other business being run in this premises												
有否其他業務在此處所內經營? (不適用於在貿易展覽會場地加入新的營業處所) Is there any other business being run in this premises? (not applicable for adding business premises in trade fair / exhibition venue)												
<input type="checkbox"/> 有 Yes <input type="checkbox"/> 否 No (如「有」，請提供下述資料) (If 'Yes', please provide the following details)												

請提供共用營業處所的業務的以下資料：— Please provide the following information of the business sharing the business premises:-												
<input type="checkbox"/> 由持牌人公司經營，業務性質為：— Run by the licensee's company, the nature of business is:- _____												



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 2  
Annex 2

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(請選擇需要修改的項目並在有關的方格內加上「✓」號及填上更新的資料。如某項目欄所提供的空位不敷應用，請另紙填寫。)  
(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

<input type="checkbox"/> 由其他經營者經營，請提供共用營業處所的業務的以下資料：— Run by other business entity, please provide the particulars of the business sharing the business premises as follows:-	
業務 / 法團名稱 Name of Business / Corporation	

業務性質 Nature of Business	(a) <input type="checkbox"/> 匯款服務 Remittance service
	(b) <input type="checkbox"/> 貨幣兌換服務 Money-changing Service
	(c) <input type="checkbox"/> (a) 及 (b) 的服務 Both (a) and (b)
	(d) <input type="checkbox"/> 其他，請述明：— Others, please specify:- _____
金錢服務經營者牌照號碼 (如適用) MSO Licence No. (if applicable)	

<input type="checkbox"/> 住宅營業處所的佔用人資料 Change in occupants of domestic business premises	
遞交通知書時，你 <b>必須</b> 取得遷入的佔用人的同意書，並與通知書一併遞交。請確保每位佔用人都已閱讀於填表須知第 C 部所載的收集個人資料聲明。 You <b>must</b> obtain the letter(s) of consent from <b>Incoming</b> occupants and submit it/them together with the notification. Please ensure that each of the occupants has read the Personal Information Collection Statement in Part C of the Guidance Notes.	
遷入的佔用人姓名 Name of <b>Incoming</b> Occupants	遷出的佔用人姓名 Name of <b>Outgoing</b> Occupants
(1)	(1)
(2)	(2)
(3)	(3)
(4)	(4)



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 3

Annex 3

表格 6  
具報詳情改變

Form 6

Notification of Changes in Particulars

(請選擇需要修改的項目並在有關的方格內加上「✓」號及填上更新的資料。如某項目欄所提供的空位不敷應用，請另紙填寫。)

(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

具報持牌人 / 持牌人的合夥人 / 董事 / 最終擁有人 (屬個人) 的詳情改變

Notification of Change in Particulars of the Licensee / Licensee's Partner/Director/Ultimate owner who is an Individual

以下人士的詳情有所改變 Particulars of the following Individual whose particulars have been changed												
姓名(*先生/太太/小姐/女士) Name (*Mr/Mrs/Miss/Ms)												
	先填寫姓氏再填寫名字 Surname first then other names											
香港身份證 / 旅遊證件號碼* HKID / Travel Document No.*												
身分 Status	<input type="checkbox"/>	獨資經營者 Sole proprietor	<input type="checkbox"/>	合夥人 Partner	<input type="checkbox"/>	董事 Director	<input type="checkbox"/>	最終擁有人 Ultimate owner				
改變的生效日期 (日/月/年) Effective Date of the change (dd/mm/yyyy)												

<input type="checkbox"/> 已改變的個人詳情 (請隨附證明文件) Changed Particulars of the Individual (Please attach copy of supporting documents)												
<input type="checkbox"/> 英文姓名(*先生/太太/小姐/女士) Name in English (*Mr/Mrs/Miss/Ms)												
	先填寫姓氏再填寫名字 Surname first then other names											
<input type="checkbox"/> 中文姓名 (如適用) Name in Chinese (if applicable)												
									別名 (如有) Alias (if any)			
<input type="checkbox"/> 中文電碼 (如適用) Chinese Commercial Code (if applicable)												
<input type="checkbox"/> 國籍 Nationality												
<input type="checkbox"/> 教育程度 Education Level	<input type="checkbox"/>	中學程度 Secondary level	<input type="checkbox"/>	專上程度 Post-secondary level	<input type="checkbox"/>	其他，請註明 Others, please specify:-						
<input type="checkbox"/> 旅遊證件類別 (例如護照) Travel Document Type (e.g. passport)												
<input type="checkbox"/> 旅遊證件號碼 Travel Document No.												
<input type="checkbox"/> 簽發日期 Date of Issue												
	日	月	年									
	D	D	M	M	Y	Y	Y	Y				
<input type="checkbox"/> 屆滿日期 Date of Expiry												
	日	月	年									
	D	D	M	M	Y	Y	Y	Y				
<input type="checkbox"/> 簽發國家 / 地點 Country / Place of Issue												



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 3

Annex 3

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(請選擇需要修改的項目並在有關的方格內加上「✓」號及填上更新的資料。如某項目欄所提供的空位不敷應用，請另紙填寫。)

(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

具報持牌人的法團合夥人 / 董事 的詳情改變

Notification of Change in Particulars of Licensee's Corporate Partner/ Director

以下法團的詳情有所改變 Particulars of the following Corporation which particulars have been changed													
法團名稱 Name of Business / Corporation													
商業登記證號碼 Business Registration No.													
身分 Status	<input type="checkbox"/> 合夥人 Partner			<input type="checkbox"/> 董事 Director									
改變的生效日期 (日/月/年) Effective Date of the change (dd/mm/yyyy)													

<input type="checkbox"/> 已改變的法團詳情 (如更改名稱，請隨附更改名稱的證明文件) Changed Particulars of the Corporation (Please attach copy of supporting documents for the change of name)													
<input type="checkbox"/> 法團名稱 (英文) Name of Business / Corporation (in English)													
<input type="checkbox"/> 法團名稱 (中文) Name of Business / Corporation (in Chinese)													
<input type="checkbox"/> 電郵地址 E-mail Address													
<input type="checkbox"/> 辦事處電話號碼 Office Telephone No.													
<input type="checkbox"/> 辦事處傳號碼 Office Fax No.													

<input type="checkbox"/> 已改變的法團的註冊地址 (請隨附更改地址的證明文件) Changed Registered Address of the Corporation (Please attach copy of supporting documents for the change of address)													
*室 / 店鋪號碼 *Flat / Room / Shop No.													
大廈名稱 Building Name													
*屋邨 / 屋苑名稱 *Estate / Court Name													
門牌號碼 Street No.													
地區 (例如灣仔) District (e.g. Wanchai)													
											<input type="checkbox"/> 香港 HK <input type="checkbox"/> 九龍 KLN <input type="checkbox"/> 新界 NT <input type="checkbox"/> 香港特區以外 OTHER THAN HKSAR		









香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 5  
Annex 5

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(請選擇需要修改的項目並在有關的方格內加上「✓」號及填上更新的資料。如某項目欄所提供的空位不敷應用，請另紙填寫。)  
(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

具報持牌人 / 持牌人的合夥人 / 董事 / 最終擁有人的「適當人選」狀況改變  
Notification of Change in “Fit and Proper” Status of Licensee / Licensee’s Partners / Directors / Ultimate Owners

<input type="checkbox"/> 個人的「適當人選」狀況所改變的詳情 Particulars of the Individual whose “Fit and Proper” status has been changed	
<input type="checkbox"/> 持牌人 Licensee	<input type="checkbox"/> 持牌人的合夥人 Licensee’s Partner
<input type="checkbox"/> 持牌人的董事 Licensee’s Director	<input type="checkbox"/> 持牌人的最終擁有人 Licensee’s Ultimate owner
姓名(*先生/太太/小姐/女士) Name (*Mr/Mrs/Miss/Ms)	先填寫姓氏再填寫名字 Surname first then other names
香港身份證號碼 (適用於香港居民) Hong Kong Identity Card No. (for Hong Kong resident)	( )
旅遊證件號碼 (適用於非香港居民) Travel Document No. (for non-Hong Kong resident)	(e.g. passport)
<b>具報事項</b> Matters to be notified	<b>*定罪/判決日期</b> Date of *conviction / adjudication
<input type="checkbox"/> 除交通違例事項外，上述人士在香港或別處地方曾被定罪 The person mentioned above has been convicted of an offence, other than a traffic offence, in Hong Kong or elsewhere	日D 日D 月M 月M 年Y 年Y 年Y 年Y
<input type="checkbox"/> 上述人士曾被頒佈破產及破產仍未被解除？ The person mentioned above has been adjudged bankrupt and not yet been discharged?	日D 日D 月M 月M 年Y 年Y 年Y 年Y
<input type="checkbox"/> 上述人士是第 6 章《破產條例》下的破產程序的標的 The person mentioned above is the subject of any bankruptcy proceedings under the Bankruptcy Ordinance (Cap. 6)	日D 日D 月M 月M 年Y 年Y 年Y 年Y

請夾附以下證明文件(於會面時遞交):-  
Please attach the following supporting documents (於會面時遞交):-

已填妥的狀況改變的持牌人/持牌人的合夥人/董事/最終擁有人適當人選聲明表格 3A 連同附錄 I 及 II  
Completed Fit and Proper Person Declaration Form 3A together with Appendices I & II of Licensee / Licensee’s Partners / Directors / Ultimate Owners whose status has been changed.  
(填寫 表格 3A 的詳情，請參閱 表格 3A 的填表須知。)  
(For details of how to complete Forms 3A, please refer to the relevant Guidance Notes.)



香港海關  
CUSTOMS AND EXCISE DEPARTMENT

附件 5  
Annex 5

表格 6  
具報詳情改變

Form 6  
Notification of Changes in Particulars

(請選擇需要修改的項目並在有關的方格內加上「✓」號及填上更新的資料。如某項目欄所提供的空位不敷應用，請另紙填寫。)  
(Please select the item(s) that have to be amended by putting a tick in the square box and fill in the revised information and use separate sheet if the space provided for a particular item is insufficient.)

<input type="checkbox"/> 法團合夥人 / 董事的「適當人選」狀況所改變的詳情 Particulars of the Corporate Partner / Director of which the "Fit and Proper" status has been changed	
<input type="checkbox"/> 持牌人的合夥人 Licensee's Partner	<input type="checkbox"/> 持牌人的董事 Licensee's Director
<input type="checkbox"/> 持牌人的最終擁有人 Licensee's Ultimate owner	
法團名稱 Name of Corporation	
商業登記號碼 Business Registration No.	
<b>具報事項</b> Matters to be notified	<b>*定罪/清盤令/自動清盤日期</b> Date of *conviction / winding-up order/ voluntary winding-up
<input type="checkbox"/> 上述公司在香港或別處地方曾被定罪 The company mentioned above has been convicted of an offence in Hong Kong or elsewhere	日D 日D 月M 月M 年Y 年Y 年Y 年Y
<input type="checkbox"/> 上述公司正在清盤 The company mentioned above is in liquidation	日D 日D 月M 月M 年Y 年Y 年Y 年Y
<input type="checkbox"/> 上述公司是清盤令的標的或已就該公司委任接管人 The company mentioned above is the subject of a winding up order or there is a receiver appointed in relation to it	日D 日D 月M 月M 年Y 年Y 年Y 年Y

請夾附以下文件 (與申請表格一併遞交):- Please attach the following supporting documents (submitted together with the application form):-
<input type="checkbox"/> 已填妥狀況改變的法團合夥人 / 董事的適當人選聲明表格 3B Completed Fit and Proper Person Declaration Form 3B of the corporate Partner / Director of which the "Fit and Proper" status has been changed. (填寫 表格 3B 的詳情，請參閱 表格 3B 的填表須知。) (For details of how to complete Forms 3B, please refer to the relevant Guidance Notes.)

