



SECURITIES AND FUTURES COMMISSION 證券及期貨事務監察委員會

12th Floor, Edinburgh Tower, The Landmark, 15 Queen's Road Central, Hong Kong

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Our ref: 250/LC/24

22 January 2003

To: Exempt Dealers &
Exempt Investment Advisers
who are authorised financial institutions

Dear Sirs,

Registration matters pertaining to the Securities and Futures Ordinance ('SFO')

In view of the impending target commencement of the Securities and Futures Ordinance in April this year, we would like to draw your attention to the following matters concerning your registration under the SFO.

Migration application

When the SFO commences, all existing exempt persons who are authorised financial institutions will be deemed to be registered with the SFC to carry on certain regulated activity(ies) for a period of 2 years ("transitional period"). Your deemed registration will expire at the end of the transitional period. If you wish to continue carrying on any regulated activity thereafter, you must apply with the SFC for a new registration under the SFO during the transitional period.

In this regard, the SFC has designed simplified application forms to facilitate existing exempt persons to migrate to the new regime. You will only be required to provide certain essential information in such form, and it is not necessary for you to complete the full application form as a new entrant for the purpose of migration.

The SFC will send you the migration application forms when it issues the reminder letter on your annual fee submission during the transitional period. You may also download the forms from the SFC's website www.hksfc.org.hk shortly.

Please submit your migration application when you pay your annual fee in due course.

For details of the transitional arrangements and the type(s) of regulated activity that you will be deemed registered when the SFO commences, please refer to the *Guidelines on Transitional Arrangements* which will soon be made available.



Submit information to the SFC

Prior to the commencement of the SFO, you are required to provide certain information to the SFC for the purpose of your deemed registration. Please complete and return the attached *Information Sheet* to the Licensing Department **on or before 14 February 2003**. If there is any subsequent change in the information provided, you must notify the SFC immediately.

Enquiry

Should you have any queries, please contact your responsible Intermediaries Relationship Manager of the Licensing Department.

Yours faithfully,

Licensing Department

Encl



SECURITIES AND FUTURES COMMISSION

Deemed Registered Institution
under the Securities and Futures Ordinance ('SFO')

Information Sheet for Transitional Arrangements

Are you a/an:

- Exempt person being an Authorised Financial Institution
- Licensed bank other than exempt person engaging in investment advisory activities

Name of authorised institution	
CE number (if any)	
Contact person for this form	
Contact person's telephone number	

Section 1: Complaints officer and emergency contact person

1.1 You must appoint a complaints officer to handle complaints received by you. Please provide the following information on your complaints officer.

Name in English		CE No. (if any)	
Name in Chinese (if any)			
Job title			
Telephone number			
Facsimile number			
Correspondence address			
E-mail address			

1.2 You must also appoint a contact person whom the SFC may contact in the event of an emergency or other urgent need. Please provide the following information on your emergency contact person. [Note: For group companies, it is preferable that this person should have sufficient authority and be familiar with the overall affairs of the group.]

Name in English		CE No. (if any)	
Name in Chinese (if any)			
Job title			
Telephone number	Office		Residential
Mobile phone number			
Facsimile number			
Correspondence address			
E-mail address			

Note: If there is insufficient space to complete your answer to any question, please continue on a photocopy of the relevant page.

Section 2: Electronic and main business addresses

E-mail and website addresses	(e-mail)	(website)
Main business address in Hong Kong		
Flat, floor and block no.		
Building name		
Street no. & name		
District		
Telephone and facsimile numbers	(telephone)	(facsimile)

Section 3: Associated entities

“Associated entity” is a company which is in a controlling entity relationship with you, and receives or holds in Hong Kong your client assets. Controlling entity and controlling entity relationship are defined in Part 1 of Schedule 1 to the SFO.

3.1 Do you have any associated entity?

- Yes.
- No.

3.2 Please provide the following information on your associated entities.

Name of associated entity	Is it a deemed licensed corporation or a deemed registered institution?		Effective date of becoming an associated entity (dd/mm/yyyy)
	<input type="checkbox"/> Yes. CE No: ()	<input type="checkbox"/> No*	/ /
	<input type="checkbox"/> Yes. CE No: ()	<input type="checkbox"/> No*	/ /
	<input type="checkbox"/> Yes. CE No: ()	<input type="checkbox"/> No*	/ /

* If you tick NO to any of the above, please complete Question 3.5.

3.3 Are you currently acting as an associated entity of a deemed licensed corporation and/or deemed registered institution?

- Yes.
- No.

3.4 Please provide the names of the deemed licensed corporations or deemed registered institutions for which you act as their associated entity.

Name of deemed licensed corporation or deemed registered institution	CE No.

- 3.5** Please provide the following information on an associated entity.
 [Note: The following basic information is collected for the purpose of identifying your associated entity.
 We will obtain further details from the associated entity when the SFO commences.]

Corporate information			
Name in English			
Name in Chinese (if any)			
Business name (if applicable)			
Place of incorporation			
Date of incorporation	(dd)	(mm)	(yyyy)
Financial year end	(dd)	(mm)	
Name of auditor			
Addresses, telephone and facsimile numbers of principal place of business in Hong Kong			
Flat, floor and block no.			
Building name			
Street no. & name			
District			
Telephone and facsimile numbers	(telephone)	(facsimile)	
Email address			
Website address			
Information of executive officers			
Note: "Executive officer" in the context of an associated entity means any director of the associated entity who is responsible for directly supervising the receiving or holding of the intermediaries' client assets.			
Name of executive officers in English (and Chinese, if any)	HKID/ Passport No.^	Passport details^	
()		/	/
()		/	/
()		/	/
()		/	/
()		/	/

^ Only applicable to persons who are non-Hong Kong permanent residents.

Section 4: Other corporate information

Financial year end	_____ / _____ <i>dd mm</i>
Auditor and appointment date	_____ <i>(Name of auditor)</i>
	_____/_____/_____ <i>dd mm yyyy</i>

Section 5: Regulated Activity (For exempt dealer only)

5.1 Are you carrying on Type 7 regulated activity on providing automated trading services, e.g. internet trading services?

- Yes.
- advised the SFC.
 - not yet advise the SFC.
- No.

Section 6: Reviewed by

Signature	_____
Name of signatory	_____ Chief Executive
Date	_____