New Release:

Hong Kong Company Secretary’s Practice Manual (3rd Edition)

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Written specially for local practitioners, the Hong Kong Company Secretary’s Practice Manual provides a concise explanation of the laws and issues affecting company secretarial practice. The guide provides a comprehensive mix of commentary, specimen minutes and resolutions as well as full reproduction of prescribed forms, and selected guidelines and codes especially under the new Companies Ordinance (Cap 622). The Manual will help the company secretary or those in a compliance role understand and apply the requirements under company and securities law in fulfilling their obligations to their company and its offices.

Company secretaries will benefit from these time-saving features:
• a step-by-step guide to the completion of corporate secretarial forms;
• comprehensive checklists;
• sample resolutions and Articles of Associations; and
• a concise commentary on the law to help determine the best approach to adopt in line with their business needs.

Authored by Belinda Wong of Leader Corporate Services with over 25 years’ experience in the company secretarial field, Hong Kong Company Secretary’s Practice Manual is unrivalled in terms of its comprehensiveness and the range of areas covered. It is written in great detail and takes a practical approach to suit its readers.

“Hong Kong Company Secretary’s Practice Manual is a very useful practical guide. While there have been several notable authors that tackled this field in Hong Kong, for Wolters Kluwer CCH the Manual is certainly one of our flagship products and we look after it with a lot of pride and effort. After the Company Ordinance was commenced in March 2014, we didn’t rush to print a new version that just described the law or how the new law theoretically explained the role of the company secretary because our belief is to engage the practitioner to do their best work with the right practical advice. Belinda Wong clarified a lot of the working points, for instance, on how to work with the IRD and practical advice on working with Company Registry. Having sold thousands of copies on the previous version, I am confident this new edition will also be an indispensible resource for company secretaries and finance professionals.”

David Chang, General Manager of Wolters Kluwer Hong Kong Limited

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