

Registration of Local Newspapers Ordinance
(Chapter 268)
Newspapers Registration and Distribution Regulations
Change of Particulars of Local Newspaper

<i>Particulars</i>	<i>Existing</i>	<i>Substituted</i>	<i>***Date of Change</i>
Name of local newspaper	_____	_____	_____
Address of local newspaper	_____	_____	_____
	_____	_____	
	_____	_____	
Frequency of publication	_____	_____	_____
	(half-yearly/quarterly/monthly/fortnightly/weekly/ daily or otherwise)		
Full name of proprietor	_____	_____	_____
Business address of proprietor	_____	_____	_____
	_____	_____	
	_____	_____	
	Tel.: _____	Tel.: _____	
*Hong Kong identity card no. of proprietor	_____	_____	_____
Signature or seal of new proprietor		_____	
Full name of printer	_____	_____	_____
Business address of printer	_____	_____	_____
	_____	_____	
	_____	_____	
	Tel.: _____	Tel.: _____	
*Hong Kong identity card no. of printer	_____	_____	_____
Signature or seal of new printer		_____	

<i>Particulars</i>	<i>Existing</i>	<i>Substituted</i>	<i>***Date of Change</i>
Full name of publisher	_____	_____	_____
Business address of publisher	_____	_____	_____
	_____	_____	
	_____	_____	
	Tel.: _____	Tel.: _____	
*Hong Kong identity card no. of publisher	_____	_____	_____
Signature or seal of new publisher		_____	
Full name of editor	_____	_____	_____
Business address of editor	_____	_____	_____
	_____	_____	
	_____	_____	
	Tel.: _____	Tel.: _____	
*Hong Kong identity card no. of editor	_____	_____	_____
Signature or seal of new editor		_____	

I certify that the above particulars and my description are correct.

** Signature of informant: _____

Description of informant: _____
(proprietor/printer/publisher/
editor/or otherwise)

Date: _____

- Note: *(i) Where no Hong Kong identity card is held a passport or other travel document no. should be inserted.
 In the case of a company or other body corporate the company registration no. should be inserted.
- **(ii) In the case of a company or other body corporate the informant should be a director, manager, secretary or other officer of that company or body corporate.
 In the case of a firm or partnership the informant should be a partner of that firm or partnership.
- *** (iii) Insert "No change" where furnished particulars remain unchanged.

Guidance Notes on E-copy of Registered Particulars

You may choose to receive registered particulars by electronic means. If you would like to receive e-copy of particulars of the registered local newspaper upon completion of change of particulars, please inform us in writing (email: admnr@ofnaa.gov.hk) alongside your submission of required documents and provide us with your email address.

Upon the completion of change of particulars of the local newspaper, the e-copy will be sent to you by email, while the original will be sent to you separately afterwards.

For enquiries, please contact our staff Ms FUNG at 3847 7710.

Newspaper and Article Administration Division
Office for Film, Newspaper and Article Administration