

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

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A. Introduction

1. The introduction of the New Capital Investment Entrant Scheme (the “Scheme”) was announced in the 2023-2024 Budget, with a view to further enriching the talent pool and attracting new capital to Hong Kong.
2. The New Capital Investment Entrant Scheme Office (“New CIES office”) under Invest Hong Kong (“InvestHK”), overseen by the Director-General of Investment Promotion of InvestHK (“DGIP”), will be responsible for assessing the financial assets and investment of the Scheme Applicants/Entrants (“applicants”) as well as monitoring their continuous compliance of the Investment Requirements and Portfolio Maintenance Requirements while the Immigration Department, overseen by the Director of Immigration (“DoI”), will be responsible for assessing applications for visa/entry permit, extension of stay and unconditional stay pursuant to the Scheme.
3. In accordance with the Rules for the New Capital Investment Entrant Scheme (“Scheme Rules”), the applicant is required to engage a Certified Public Accountant (Practising)(“practitioner”) as defined in the Accounting and Financial Reporting Council Ordinance (Cap. 588) at his own costs to assist in demonstrating the following:
 - (i) Rule 4.2 and Rule 4.4 – fulfillment of Net Asset Requirement
 - (ii) Rule 4.6 – fulfillment of Investment Requirements
 - (iii) Rule 6.2¹ – fulfillment of Portfolio Maintenance Requirements
4. The purpose of this Circular is to provide guidance to practitioners when undertaking such engagements and to ensure consistency of work performed by practitioners.
5. It has been identified by the Institute’s Auditing and Assurance Standards Committee (AASC), in consultation with InvestHK, that an agreed-upon procedures engagement conducted in accordance with Hong Kong Standard on Related Services 4400 (Revised), *Agreed-upon*

¹ The first and subsequent reporting under Rule 6.2 will be within one month after the first anniversary of the grant of Formal Approval to the applicant to join the Scheme, and after each subsequent anniversary.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

Procedures Engagements (“HKSRs 4400 (Revised)”) and the guidance provided in this Circular would generally be suitable for reporting under Rule 4.2, Rule 4.4, Rule 4.6 and Rule 6.2 of the Scheme Rules.

6. The term “Fulfillment document”, is defined in the Scheme Rules which means a report prepared by a Certified Public Accountant (Practising) as defined in the Accounting and Financial Reporting Council Ordinance (Cap. 588) in demonstrating the applicant's fulfillment of Net Asset Requirement, Investment Requirements or Portfolio Maintenance Requirements as the case may be, refers to the agreed-upon procedures report issued by practitioners (see illustrative examples set out in Appendices 1, 2 and 3). The Circular uses the terms “Fulfillment document” and “agreed-upon procedures report” interchangeably.
7. Practitioners are to refer to the Scheme Rules and the *Guide on preparation of fulfillment documents in demonstrating the applicant's fulfillment of net asset requirement and investment requirements under the New Capital Investment Entrant Scheme* (the “Guide”) available on InvestHK's [website](#) as a reference.

B. General Requirements

8. Eligibility criteria under the Scheme are set out in Rule 2 of the Scheme Rules.

C. Applicant's Responsibilities

9. At all stages under the Scheme, the DGIP and DoI have the right to request the applicant to submit all documents that the DGIP and DoI consider necessary for assessing whether the applicant fulfills any requirements under the Scheme and whether the applicant is entitled to remain under the Scheme. Failure to provide documents to the satisfaction of the DGIP and DoI will render the applicant not being entitled to the Scheme and the application being discontinued.

Net asset requirement

10. In accordance with the definition of “net asset requirement” and Rule 4.2 of the Scheme Rules, the applicant must demonstrate that the applicant has net assets or net equity with a market value of not less than HK\$30 million net (or equivalent in foreign currencies) to which he is absolutely beneficially entitled throughout the six months preceding the date he lodged his application for net asset assessment of the Scheme. No more than 14 calendar days may elapse between the date of issuance of the Fulfillment document and the date on which the applicant lodges his application for net asset assessment. In case an applicant fails to submit the application for net asset assessment to the New CIES Office within the 14 calendar days after the date of issuance of the Fulfillment document, a fresh Fulfillment document for net asset assessment will in general be required.
11. The responsibilities of the applicant during the course of preparation of the Fulfillment documents in demonstrating the applicant's fulfillment of the net asset requirement as set out in paragraph 6 of the Guide are:

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

- to provide a net assets statement showing information of the assets or equity he owned and liabilities on the assets or equity (see illustrative example in Appendix 4);
- to provide proof of originals/photocopies certified true by the applicant on the assets or equity he owned and the liabilities on the assets or equity;
- for assets not traded on a public exchange, to provide a written valuation report² from a valuer; and
- to ensure that no more than 14 calendar days may elapse between the date of issuance of the Fulfillment document and the date the applicant lodged his application for net asset assessment.

Investment Requirements

12. The responsibilities of the applicant during the course of preparation of the Fulfillment documents in demonstrating the applicant's fulfillment of the investment requirements as set out in paragraph 6 of the Guide are:
- to provide a permissible investment assets statement showing information of the permissible investment assets he invested, including the transaction price and amount of mortgage on the real estate (see illustrative example in Appendix 5);
 - to provide proof of originals/photocopies certified true by the applicant on the permissible investment assets he invested and the transaction price, the date of completion of purchase and the amount of mortgage on the real estate;
 - for the applicant using a "Holding Company" as defined in Rule 1.11 of the Scheme Rules to hold the permissible investment assets he invested, to provide proof of originals/photocopies certified true by the applicant to demonstrate the fulfillment of all the conditions of "Holding Company" as defined in Rule 1.11 of the Scheme Rules; and
 - to ensure that no more than 14 calendar days may elapse between the date of issuance of the Fulfillment document and the date the applicant lodged his application for assessment on investment requirements.
13. The term "Holding Company"³, is defined in Rule 1.11 of the Scheme Rules which means a private company fulfilling all of the following conditions during the entire six months preceding the date the applicant lodged his application for assessment on Investment Requirements of the Scheme, and during the entire period of which the applicant is permitted to stay in Hong

² In general, a valuation report contains the following information: date of valuation, essential information about the asset (which may include description and condition of the asset), basis of/ approach to valuation, recent transaction data for comparable pieces/ items; and relevant photos etc. The report will then arrive at a valuation of the asset, based on the foregoing information. The information of the valuer such as professional qualifications and experience should usually be attached to the valuation report.

³ Pursuant to note 15 of the Scheme Rules, the number of Holding Companies held by an applicant shall not be more than three.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

Kong under the Scheme (wherever applicable):

- (a) the private company is incorporated or registered in Hong Kong under the Companies Ordinance (Cap. 622);
- (b) the private company is wholly owned by the applicant;
- (c) the private company only holds Permissible investment assets as defined in Rule 1.19 of the Scheme Rules;
- (d) the private company fulfills either of the following conditions –
 - (i) the private company is a Family-owned Investment Holding Vehicle (“FIHV”) as defined in section 5 of Schedule 16E to the Inland Revenue Ordinance (Cap. 112) (“IRO”); or
 - (ii) the private company is a Family-owned Special Purpose Entity (“FSPE”) as defined in section 6 of Schedule 16E to the IRO established under an FIHV which is a private company incorporated or registered in Hong Kong under the Companies Ordinance (Cap. 622) and wholly owned by the applicant.

The aforementioned FIHV in Rule 1.11(d)(i) or (ii) of the Scheme Rules shall have at least two full-time employees in Hong Kong who carry out the activities of the FIHV; and incur at least HK\$2 million operating expenditure annually in Hong Kong for carrying out the activities of the FIHV. Outsourcing of activities on behalf of FIHV to the Eligible Single Family Office (“SFO”) as defined in Rule 1.11(e) of the Scheme Rules is permitted; and

- (e) the private company is managed by an SFO of the applicant’s family⁴ as defined in section 2 of Schedule 16E to the IRO, which manages assets specified under Schedule 16C to the IRO for the FIHV (or multiple FIHVs) of the family with an aggregate net asset value of not less than HK\$240 million.

Portfolio Maintenance Requirements

14. The responsibilities of the applicant during the course of preparation of the Fulfillment documents in demonstrating the applicant’s fulfillment of the portfolio maintenance requirements as set out in paragraph 6 of the Guide are:

Documents to be provided to CPA (Practising):

- to provide a portfolio maintenance requirements anniversary statement showing information of the permissible investment assets he invested with proofs of originals/photocopies certified true by the applicant, including the quantity and value of permissible investment assets, the transaction price and amount of mortgage and surplus equity for real estate as at the start and the end dates of the

⁴ Family means “family” as defined in section 4 of Schedule 16E to the IRO.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

relevant anniversary period⁵ as well as the details of all changes/transactions during the anniversary period (see illustrative example in Appendix 6); and

- for the applicant using a “Holding Company” as defined in Rule 1.11 of the Scheme Rules to hold the permissible investment assets he invested, to provide proof of originals/photocopies certified true by the applicant to demonstrate the fulfillment of all the conditions of “Holding Company” as defined in Rule 1.11 of the Scheme Rules.

Documents to be submitted to New CIES office:

- to submit a Fulfillment document (including only the portfolio maintenance requirements anniversary statement and document proof of sale/acquisition of real estate) within one month after the first anniversary of the grant of formal approval and after each subsequent anniversary.

D. Practitioner’s Responsibilities

15. The practitioner is required to perform work as described in paragraph 3 above.
16. When conducting an engagement following the guidance in this Circular, practitioners should conduct an agreed-upon procedures engagement in accordance with HKSRS 4400 (Revised) and:
 - (i) carry out procedures agreed-upon with the applicant according to the Guide, and use the documents and information obtained from the applicant as the basis for the findings to the agreed-upon procedures report in accordance with HKSRS 4400 (Revised);
 - (ii) report the findings based on the procedures performed; and
 - (iii) sign the agreed-upon procedures report as a whole which includes the accompanying Appendix 4 or Appendix 5 or Appendix 6 to this Circular, and other annexes on the findings as the case may be.
17. As explained in HKSRS 4400 (Revised),
 - In an agreed-upon procedures engagement, the practitioner performs the procedures that have been agreed upon by the practitioner and the applicant, where the applicant has acknowledged that the procedures performed are appropriate for the purpose of the engagement. The practitioner communicates the agreed-upon procedures performed and the related findings in the agreed-upon procedures report. The applicant and other intended users consider for

⁵ “Anniversary period” refers to the one-year period starting from a specific date. For example, if the start date of the anniversary period is 1 January 2025, the end date of the anniversary period is 31 December 2025. For the first anniversary period, the start date is the date of Formal Approval granted by the Immigration Department. For each subsequent anniversary period, the start date is the same day and month as the date of Formal Approval, but in the year corresponding to the relevant anniversary.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

themselves the agreed-upon procedures and findings reported by the practitioner and draw their own conclusions from the work performed by the practitioner.

- An agreed-upon procedures engagement is not an audit, review or other assurance engagement. An agreed-upon procedures engagement does not involve obtaining evidence for the purpose of the practitioner expressing an opinion or an assurance conclusion in any form.
18. The practitioner should agree the terms of the agreed-upon procedures engagement with the applicant and record the agreed terms of engagement in an engagement letter or other suitable form of written agreement. The requirements on terms of engagement are set out in paragraphs 24 to 26 of HKSRS 4400 (Revised); an illustrative engagement letter for an agreed-upon procedures engagement can be found in Appendix 1 of HKSRS 4400 (Revised).
19. The practitioner should comply with the requirements of the Institute's Code of Ethics for Professional Accountants. A professional accountant is required to comply with the following fundamental principles:
- a. Integrity;
 - b. Objectivity;
 - c. Professional competence and due care;
 - d. Confidentiality; and
 - e. Professional behaviour.

Reporting on Net Asset Requirement

20. The objective of checking the applicant's net assets or equity for the specified six-month period is to provide evidence that the applicant has maintained the required level of wealth across time and also provide indicative information on the source of funding for the subsequent capital investment into Hong Kong.
21. Before an applicant submits an Entry Application to the DoI, the applicant is required to submit an application for the net asset assessment together with the agreed-upon procedures report and all relevant supporting documents stated therein to the New CIES office for verifying whether the applicant has fulfilled the net asset requirement.
22. No more than 14 calendar days may elapse between the issuance date of the agreed-upon procedures report and the date on which the applicant lodges his application for the net asset assessment to the New CIES Office. In case an applicant fails to submit the application for the net asset assessment to the New CIES Office within 14 days after the issuance of the agreed-upon procedures report, a fresh agreed-upon procedures report for the net asset assessment will in general be required.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

23. In order to ascertain that there is a continuous minimum holding of HK\$30 million net assets or equity by the applicant throughout the specified six-month period, the practitioner should obtain sufficient appropriate evidence of the net assets or equity holding at a minimum two points of time (i.e. the start and the end dates of the specified six-month period).
24. The applicant is required to provide information and supporting documents on any and every charge, lien and encumbrances secured on or attached to any asset on the Net Assets Statement.
25. The applicant could have a single asset or a combination of assets (including the respective portion of jointly-owned assets or equity with the applicant's family member(s) which is absolutely beneficially entitled to the applicant) to meet the net assets or net equity test. For avoidance of doubt, jointly-owned net assets or net equity with other persons (e.g. business partners) cannot be counted towards the net asset requirement. The practitioner should perform the work with an attitude of professional skepticism in ascertaining the assets and liabilities reported for meeting the net assets or net equity test.
26. The term "family member" is defined in the Scheme Rules which means "member of family" as defined in section 4 of Schedule 16E to the Inland Revenue Ordinance (Cap. 112). Please refer to the relevant frequently asked question(s) published on the official website of the New CIES Office for details. Members of the family of the applicant (Person A) include all of the persons related to Person A (whether alive or deceased) mentioned below:
- a spouse of Person A (Person B);
 - a lineal ancestor of Person A (Person C);
 - a lineal ancestor of Person B (Person D);
 - a lineal descendant of Person A (Person E);
 - a sibling of Person A, Person B, Person C or Person D (Person F);
 - a lineal descendant of Person F (Person G); and
 - a spouse of Person E, Person F or Person G.

Guidance on Specific Types of Assets and Equity

27. Below are some procedures that may be used for the common types of assets or equity. It is not intended to provide step-by-step guidance on reporting and when carrying out such work, practitioners should exercise their professional judgement in light of the particular circumstances of the engagement.
28. Bank Assets
- The practitioner should ascertain the ownership and the holding balance of the bank assets throughout the specified six-month period by checking the bank statements or other relevant document as described below:
- (a) check the name of the applicant on the Net Assets Statement to the bank document.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

- (b) convert the outstanding balance into Hong Kong dollars by using the exchange rate on that balance date.
- (c) check the statement (or other letter issued by the bank) dates to ensure that it falls within the specified six-month period.
- (d) obtain bank reference letter demonstrating the monthly balance of deposit throughout the specified six-month period should be provided in case of the bank account having no passbook or monthly statements. The bank reference letter should be properly certified by the bank with the authenticating stamp and authorized person's signature in an official letter bearing full name of the bank, address and phone number.
- (e) check outstanding loans/overdraft balances in the same account from the statement (if any) or bank reference letter (if any) have been included on the Net Assets Statement.

29. Real Estate

The practitioner should ascertain the ownership and market value of assets or equity as stated on the Net Assets Statement against the supporting documents as provided by the applicant at a minimum two points of time (i.e. the start and the end dates of the specified six-month period).

- (a) The practitioner should review the relevant document which shows the ownership of the real estate such as, the certificate of ownership, land title, etc. If the issue date of the document is after the commencement date of the specified six-month period, the practitioner should obtain the purchase agreement or any other relevant document to ascertain the applicant's ownership on this real estate is established before the commencement date of the specified six-month period.
- (b) In order to ascertain the market value of the real estate, the applicant is required to provide a written valuation report on the real estate. The written valuation report must be performed by a valuer on at a minimum two points of time (i.e. the start and the end dates of the specified six-month period). In reviewing the written valuation report, the practitioner should check the real estate address, area, etc against the ownership document in (a) above. See Footnote 2 for contents of the written valuation report. The valuer should be a qualified professional as recognized in the local jurisdiction where the real estate is situated.
- (c) The applicant is required to provide information and supporting documents on any and every charge, lien and encumbrances secured on or attached to that real estate existing throughout the specified six-month period on the Net Assets Statement.

30. Unlisted Equity and Debt Investments

The practitioner should ascertain the ownership and market value of assets or equity as stated on the Net Assets Statement against the supporting documents as provided by the applicant at a minimum two points of time (i.e. the start and the end dates of the specified six-month period).

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

- (a) Unlisted equity investments may be held through Special Purpose Vehicles or holding companies. The practitioner should exercise professional judgement and professional skepticism when obtaining documents to check ownerships in each layer of the structures. The applicant is required to provide a written valuation report from a valuer for assets not traded on a public exchange.
- (b) Broker quotes for certain bonds not traded on a public exchange can be accepted for valuation purposes.
- (c) The practitioner should obtain the documents such as shareholder register, share purchase agreements, capitalization table, to ascertain the existence of the investment.
- (d) The practitioner should review the Memorandum or Articles of Association to ensure the establishment of ownership and shareholding of the applicant and also obtain a recent company search to check the latest ownership status.
- (e) In case of any change of ownership during the specified six-month period, the practitioner should obtain documents verifying the change (e.g. Capital Verification Report).
- (f) For the valuation of the unlisted entity for each of the two points of time (i.e. the start and the end dates of the specified six-month period), the practitioner should check against the corresponding supporting documents⁶ and include the findings in the Fulfillment document. It is expected that the valuation dates be consistent with the dates of the two points of time in the Net Assets Statements.
- (g) The practitioner should also obtain the audited financial statements of the unlisted entity which cover the specified time points for assessment. The practitioner should read the auditor's reports and should indicate in the report in Appendix 1 for any modified opinions in these auditor's reports. It is expected that the latest financial period in the audited financial statements must not have ended more than six months before the date of issuance of the Fulfillment document.
- (h) In the event that the latest audited financial statements have ended more than six months before the date of issuance of the Fulfillment document, a stub period financial statements should be provided by the applicant so that no more than six months may elapse between the date of issuance of the Fulfillment document and the end date of the latest stub period financial statements.
- (i) A stub period financial statements and comparative information must be at least reviewed by the auditor of the unlisted entity in accordance with the Hong Kong

⁶ Corresponding supporting documents include:

- Audited financial statements;
- Stub period financial statements submitted together with the latest audited financial statements;
- Management accounts acceptable to a Certified Public Accountant (Practising) in Hong Kong as defined in the Accounting and Financial Reporting Council Ordinance (Cap. 588) submitted together with the latest audited financial statements; or
- Evidence demonstrating that the asset values at the valuation dates are not materially different from the values at the start and the end dates of the specified six-month period in the Net Asset Statements submitted together with the latest audited financial statements.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

Standards on Review Engagements 2410, *Review of Interim Financial Information Performed by the Independent Auditor of the Entity* or International Standards on Review Engagements 2410 if the auditor of the unlisted entity is from overseas. For an unlisted entity incorporated in Mainland China, the stub period review should be performed in accordance with the China Standards on Review Engagements 2101 - Engagements to Review Financial Statements issued by the Chinese Institute of Certified Public Accountants.

- (j) Any personal loan made by the applicant to a company /an individual is not considered an asset of the applicant for the purpose of the application.
 - (k) Any personal loan made by a company in which the applicant is absolutely entitled, to the applicant, is not considered an asset of the company for the purpose of the application.
31. The practitioner should obtain sufficient appropriate evidence to ascertain the absolute beneficiary entitlement of the applicant's net assets or net equity. In case of joint ownership of a particular asset, the applicant needs to prove (i) his percentage holding throughout the specified six-month period and (ii) his relationship with all the joint owners with documentation which can directly or indirectly prove that such family member(s) complies with the definition as stated in Rule 1.15 of the Scheme Rules. In case there is no defined percentage holding on the asset, a legal undertaking to state the distribution percentages among the joint owners throughout the specified six-month period must be provided by the applicant only if the asset ownership is allocated on an unevenly distributed basis. If the asset ownership is allocated on an evenly distributed basis, the practitioner should divide the value of the assets or liabilities by the number of joint owners as shown on the supporting documents to obtain the percentage owned by the Applicant and the share of the assets or liabilities, and no further proof or legal undertaking is required to be obtained. In order to prove the family member(s) complies with the definition as stated in Rule 1.15, the applicant is required to provide the Family Tree Diagram and other document(s) to directly or indirectly demonstrate the compliance with Rule 1.15, e.g. birth certificate, marriage certificate, etc.

Reporting on Investment Requirements

32. Upon the applicant's completion of making the committed investment within the specified investment timeframe as set out in Rule 2.1(d) of the Scheme Rules, the applicant is required to submit an application to the New CIES Office for verification of his fulfillment of the investment requirements together with the agreed-upon procedures report and all relevant supporting documents.
33. As set out in Rule 5.1, Rule 5.2, Rule 5.3 and Rule 5.4 of the Scheme Rules, the permissible investment assets are as follows:

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

Permissible Investment Assets	Amount HKD
Permissible financial assets (Rule 5.1) - Equities (see paragraph 37 below) - Debt securities (see paragraph 38 below) - Certificates of deposits (cap of HK\$3 million), with a remaining term to maturity of not less than 12 months at the time of acquisition by the applicant) (see paragraph 39 below) - Subordinated debt (see paragraph 40 below) - Eligible collective investment schemes (see paragraph 41 below) (Note) - Ownership interest in limited partnership funds registered under the Limited Partnership Fund Ordinance (Cap. 637) (see paragraph 42) below) (Note) (Note: Aggregate cap of HK\$10 million for private limited partnership funds and private open-ended fund companies)	Minimum of HK\$27 million in any of the permissible financial assets and/or real estate
Real estate (Rule 5.2) (an aggregate cap of HK\$10 million for non-residential and residential real estate) (see paragraph 43 below)	
CIES Investment Portfolio (Rule 5.3 and Rule 5.4) (see paragraph 44 below)	HK\$3 million

34. In case an applicant fails to make the committed investment in permissible investment assets within the specified timeframe in Rule 2.1(d) of the Scheme Rules, or he fails to submit any relevant certifying proof issued by the New CIES Office within its validity period to the DoI, a fresh application for the net asset assessment and other subsequent applications under the Scheme will in general be required.
35. For permissible financial assets (as defined in Rule 5.1 of the Scheme Rules), an applicant must deposit his Permissible financial assets into designated account(s) operated by eligible financial intermediary(ies), use the designated account exclusively for the transaction of Permissible financial assets and must not reduce the committed investment while permitted to stay in Hong Kong under the Scheme. The designated account(s) must be (i) in the own name of the applicant; or (ii) in the name of a “Holding Company” as defined in paragraph 13 above.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

36. Permissible financial assets held by a Holding Company

For permissible financial assets held by a Holding Company, the applicant is required to provide a Holding Company Structure Diagram showing the name(s) of the Holding Company(ies), place(s) and date(s) of incorporation, entity type(s), asset(s) held and percentage of the participation interests/ equity interests held directly or indirectly; and other relevant documents as stated in Appendix 8.

According to Rule 1.11 of the Scheme Rules, a Holding Company is required to fulfill the conditions as set out in paragraph 13 during the entire six months preceding the date the applicant lodged his application for assessment on Investment Requirements of the Scheme ("the applicable period"). For conditions as set out in paragraph 13(c) – (e) (see also procedures 15, 16 and 22 in Appendix 2), the practitioner should obtain the audited financial statements of the FIHV or FSPE and SFO (in case where outsourcing of activities on behalf of FIHV to the SFO applies) with the financial period end date falling within the applicable period. The practitioner should read the auditor's reports and should indicate in the report in Appendix 2 for any modified opinions in these auditor's reports. It is expected that the financial period in the audited financial statements must not have ended more than six months before the date of issuance of the Fulfillment document.

In the event that the audited financial statements have ended more than six months before the date of issuance of the Fulfillment document, stub period financial statements should be provided by the applicant so that no more than six months may elapse between the date of issuance of the Fulfillment document and the end date of the latest stub period financial statements. The requirements on stub period financial statements are the same as set out in paragraph 30(i).

37. Equities

The practitioner should ascertain the ownership and amount invested in shares of companies that are listed on the Stock Exchange of Hong Kong ("SEHK") and traded in Hong Kong dollars ("HKD") or Renminbi ("RMB") from banks or securities brokers (e.g. statements from banks, securities brokers, bought and sold notes, sales and purchase agreements and stamp duty documents for share transfers, etc.).

38. Debt securities

The practitioner should ascertain the ownership and amount invested in debt securities:

- (i) listed on the SEHK and traded in HKD or RMB (including debt instruments issued in Hong Kong by the Ministry of Finance of the People's Republic of China and local people's government at any level in the Mainland);
- (ii) denominated in HKD or RMB, including fixed or floating rate instruments and convertible bonds issued or fully guaranteed by:
 - (A) the Hong Kong Special Administrative Region Government ("the Government"), the Exchange Fund, the Hong Kong Mortgage Corporation, the MTR Corporation Limited, Hong Kong Airport Authority, and other corporations, agencies or bodies wholly or partly owned by the Government as may be specified from time to time by the Government; or
 - (B) listed companies referred to under Rule 5.1(a) of the Scheme Rules.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

39. Certificates of deposits

The practitioner should ascertain the ownership and amount invested in certificates of deposits denominated in HKD or RMB issued by authorised institutions as defined in the Banking Ordinance (Cap. 155) with a remaining term to maturity of not less than 12 months at the time of acquisition by the applicant, subject to a cap of 10% (i.e. HK\$3 million) of the minimum investment threshold.

This acquisition must take place after Approval-in-Principle has been granted by the DoI and thereafter the applicant be absolutely beneficially entitled to the invested certificates of deposits throughout the term.

40. Subordinated debt

The practitioner should ascertain the ownership and amount invested in subordinated debt denominated in HKD or RMB issued by authorised institutions in compliance with Schedules 4B and 4C of the Banking (Capital) Rules (Cap. 155L).

41. Eligible collective investment schemes

The practitioner should ascertain the ownership and amount invested in:

- (i) Securities and Futures Commission ("SFC") authorised funds managed by corporations licensed or by institutions registered with the SFC for Type 9 regulated activity;
- (ii) SFC authorised real estate investment trusts managed by corporations licensed by or institutions registered with the SFC for Type 9 regulated activity;
- (iii) SFC authorised Investment-Linked Assurance Schemes issued by insurers permitted to carry on Class C business as specified in Part 2 of Schedule 1 to the Insurance Ordinance (Cap. 41);
- (iv) Open-ended fund companies ("OFCs") registered under the Securities and Futures Ordinance (Cap. 571) and managed by corporations licensed by or institutions registered with the SFC for Type 9 regulated activity.

42. Ownership interest in limited partnership funds ("LPFs") registered under the Limited Partnership Fund Ordinance (Cap. 637)

The practitioner should ascertain the ownership interest and amount invested in LPFs and that the total investment amount of ownership interest in private LPFs in this category and private OFCs in paragraph 41(iv) above should not exceed HK\$10 million in aggregate.

43. Real estate

The practitioner should ascertain the ownership and amount invested in:

- (i) non-residential real estate, whether commercial and/or industrial (including pre-completion properties covering offices, commercial premises, retail premises and factories and excluding land and multi-purpose real estate partly for residential purposes) in Hong Kong; and

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

- (ii) residential real estate (including pre-completion property and multi-purpose real estate partly for residential purposes) in Hong Kong, where the investment must be (a) made in one single property with transaction price of HK\$50 million or above; and (b) completed⁷ on or after 16 October 2024.

The total investment amount in non-residential and/or residential real estate above which is counted towards the fulfillment of the minimum investment threshold is subject to an aggregate cap of HK\$10 million.

There is no requirement for a written valuation report for the purposes of demonstrating the applicant's fulfillment of the investment requirements.

44. CIES Investment Portfolio ("CIES IP")

The applicant under the Scheme is required to place HK\$3 million into the CIES IP, which is set up and overseen by the Hong Kong Investment Corporation Limited ("HKIC"). The HK\$3 million placed into the CIES IP will be subject to a lock-up period. The applicant is required to deposit cash of HK\$3 million to the designated account opened with one of his appointed financial intermediary(ies) for subsequent placing into the CIES IP.

Upon notification by New CIES Office and/or the administrator appointed by HKIC, it is the applicant's responsibility to place the HK\$3 million into the CIES IP by the specified deadline for him. If the applicant does not place the HK\$3 million into the CIES IP by the specified deadline for him, he will be considered as not fulfilling the minimum investment threshold under Rule 3.1 of the Scheme Rules even though he has deposited the HK\$3 million to the designated account opened with one of his appointed financial intermediary(ies) in accordance with Rule 5.4 of the Scheme Rules.

When the practitioner is performing work on investment requirements, the practitioner should ascertain the set up and transfer of HK\$3 million into the designated account of an appointed financial intermediary (e.g. HK\$3 million in an authorised institution as defined in the Banking Ordinance (Cap. 155) or HK\$3 million in a corporation licensed to perform Type 1 or 9 regulated activities under the Securities and Futures Ordinance) (Cap. 571) or an insurer permitted to carry on Class C business as specified in Part 2 of Schedule 1 under the Insurance Ordinance (Cap. 41), if applicable.

Reporting on Portfolio Maintenance Requirements

- 45. Upon the first anniversary of the grant of formal approval to the applicant to join the Scheme, and after each subsequent anniversary as set out in Rule 6.2 of the Scheme Rules, the applicant is required to submit the Fulfillment document and Portfolio Maintenance Requirements Anniversary Statement to the New CIES Office for verification of the applicant's fulfillment of the portfolio maintenance requirements.

⁷ In addition to meeting the requirements as stated in Rule 2.1(d) of the Scheme Rules, the date of completion of the purchase of the residential property should be on or after 16 October 2024. "Date of completion" means the date of payment on completion, or if payment is made by more than one instalment the date of payment of the last instalment. The applicant will be regarded as having made the investment in the real estate on the date of completion.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

46. The practitioner shall perform the agreed-upon procedures and communicate the related findings in an agreed-upon report on the subject matter. This includes checking the permissible investment assets as of the start and the end dates of the anniversary period, as well as all purchase and sale transactions that occurred during that period.
47. Permissible investment assets as of the start date of the anniversary period
- (i) For the first anniversary period, the investment assets position as of the start date of the anniversary period is taken to be the investment assets position as stated in the Permissible Investment Assets Statement submitted to the New CIES Office. The practitioner is required to check the following:
- Check the name of the applicant/ Holding Company, the name of the financial intermediary and the investment assets position as stated in the Portfolio Maintenance Requirements Anniversary Statement against the information as stated in the Permissible Investment Assets Statement submitted to the New CIES Office. (Refer to procedures 5, 6 and 8 in Appendix 3)
 - In order to ensure the Permissible Investment Assets Statement is the final version submitted to the New CIES Office, the practitioner should obtain from the applicant the email notification with “Permissible Investment Assets Position” information (which states the name(s) and quantity(ies) of permissible financial assets and address(es) of real estate (if applicable)) issued by the New CIES Office, and check the “Permissible Investment Assets Position” as stated in the email notification against the information as stated in the Permissible Investment Assets Statement. (Refer to procedure 7 in Appendix 3)
- (ii) For subsequent anniversary periods, the investment assets position is taken to be the investment assets position as of the end date of last anniversary period. The practitioner is required to check the name of the applicant/ Holding Company, the name of the financial intermediary and the investment assets position at the start date of the current anniversary period against the ending position from the Portfolio Maintenance Requirements Anniversary Statement submitted to the New CIES Office in the last anniversary period. (Refer to procedures 5, 6 and 8 in Appendix 3)

48. Transactions of Permissible Investment Assets during the anniversary period

For the purchase and sale transactions of permissible investment assets during the anniversary period, the practitioner is required to check all the transactions as listed in the Portfolio Maintenance Requirements Anniversary Statement except for transactions relating to CIES IP as no transaction relating to CIES IP is expected during the anniversary period.

The practitioner should check the purchase transactions with reference to paragraphs 32-43 above. If an investment cap is applicable to a reinvested asset, the value of such reinvested asset should take into account of the residual investment cap.

Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

For sales of permissible financial assets, the applicant should reinvest not less than the entire market value of those permissible financial assets (as assessed on the date of disposal thereof) in permissible investment assets. For sales of real estate, the applicant should reinvest the entire proceeds arising from the sale after deducting:

- (i) The whole or part of the Surplus Equity paid in the real estate to the extent the applicant wishes not to reinvest that Surplus Equity; and
- (ii) The amount required to redeem the outstanding mortgage (if any) charged on that real estate.

The practitioner is required to reperform the calculation of amount of “Purchase (after adjustment due to investment cap and surplus equity)/(Sale) Investment Value in HKD under NCIES” as stated in Part III of the Portfolio Maintenance Requirements Anniversary Statement. The applicant is required to provide the calculation schedules of residual investment cap and surplus equity to the practitioner as stated in Appendix 8.

49. Permissible investment assets as of the end date of the anniversary period

The value of investment assets is the market value of the assets as of the end date of the anniversary period except for the value of real estate, which is the acquisition value of the real estate net of mortgage as at the end date of the anniversary period.

The practitioner is also required to check the quantity/ face value of permissible financial assets on the end date of the anniversary period as stated on the Portfolio Maintenance Requirements Anniversary Statement is equal to the sum of quantity/ face value of permissible financial assets on the start date of the anniversary period and movements during the anniversary period.

E. Reporting

- 50. Attached at Appendices 1, 2 and 3 are example reports related to Rule 4.2 and Rule 4.4 of the Scheme Rules relating to net asset requirement, Rule 4.6 of the Scheme Rules relating to investment requirements and Rule 6.2 of the Scheme Rules relating to portfolio maintenance requirements respectively, based on conducting an agreed-upon procedures engagement in accordance with HKSRS 4400 (Revised) and with reference to this Circular. Practitioners are reminded that they are illustrative examples only. Practitioners are to use their professional judgement to ascertain the exact circumstances of each of their engagements.
- 51. The practitioner is required to attach the completed Net Assets Statement/Permissible Investment Assets Statement/Portfolio Maintenance Requirements Anniversary Statement by the applicant to the practitioner’s report.
- 52. Reference guides for the completion of the Net Assets Statement and Permissible Investment Assets Statement/ Portfolio Maintenance Requirements Anniversary Statement are set out in Appendices 7 and 8 respectively. Practitioners are reminded that it is for reference only and it is not an exhaustive checklist.



Circular on Reporting under Rule 4.2 and Rule 4.4 relating to Net Asset Requirement, Rule 4.6 relating to Investment Requirements and Rule 6.2 relating to Portfolio Maintenance Requirements of the New Capital Investment Entrant Scheme (updated as at 29 May 2025)

F. Other Considerations

53. Practitioners should remind the applicants that the report issued for the purpose of this Circular would not provide a guarantee for successful application to the Scheme. The applicants are also required to satisfy other criteria as stated in the Scheme Rules.
54. The AASC of the Institute welcomes your comments and feedback, which should be sent to the Standard Setting Department at: commentletters@hkicpa.org.hk.

Date of Revised Circular: 29 May 2025

APPENDIX 1

Example of a Report related to Rule 4.2 and Rule 4.4 of the Rules for the New Capital Investment Entrant Scheme

For purposes of this illustrative agreed-upon procedures report, the following circumstances are assumed:

- The applicant is the engaging party, the responsible party and the intended user. The report is also intended to be provided to Invest Hong Kong by the applicant.
- No exceptions were found.
- The practitioner did not engage a practitioner's expert to perform any of the agreed-upon procedures.
- There is a restriction on the use and distribution of the report.
- The practitioner included a reference to the date when the agreed-upon procedures were agreed in the terms of the engagement.

AGREED-UPON PROCEDURES REPORT ON NET ASSET REQUIREMENT

To [Applicant Name] ("the Applicant")

Purpose of this Agreed-Upon Procedures Report and Restriction on Use and Distribution

Our report is solely for the purpose of assisting the Applicant in demonstrating to the Director-General of Investment Promotion of Invest Hong Kong ("InvestHK") that you meet the requirements in Rule 4.2 and Rule 4.4 of the Rules for the New Capital Investment Entrant Scheme ("New CIES") issued by InvestHK and may not be suitable for another purpose. This report is intended solely for the Applicant, and should not be used by, or distributed to, any other parties, except that we agree that a copy of this report may be provided to InvestHK.

Responsibilities of the Applicant

The Applicant has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement.

The Applicant is responsible for providing a statement showing information of the assets the applicant owned and liabilities on the assets and provide proof of original/photocopies certified true by the applicant on the assets at various dates within the period from [date] to [date] which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with Hong Kong Standard on Related Services (HKSRS) 4400 (Revised), *Agreed-Up on Procedures Engagements* issued by the Hong Kong Institute of Certified Public Accountants (the "HKICPA"). An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Applicant, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representation regarding the appropriateness of the agreed-upon procedures. We expressly disclaim any liability or duty to any other party for the content in this report.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics and Quality Management

We have complied with the ethical requirements of the HKICPA's *Code of Ethics for Professional Accountants* (the "Code") and the independence requirements in Part 4A, Chapter A of the Code.

Our firm applies Hong Kong Standard on Quality Management (HKSQM) 1, *Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements*, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Procedures and Findings

We have performed the procedures described below, which were agreed upon with the Applicant in the terms of engagement dated [date], on the assets owned by the Applicant at various dates within the period from [date] to [date] and the figures as set forth in the Annexes A to C.

Procedures	Findings
1. Obtain from the Applicant the Net Assets Statement in relation to the application under New CIES and check its arithmetic accuracy.	1. We obtained from the Applicant the Net Assets Statement and found that it is arithmetically accurate.
2. Check the Applicant's name and the amount of balance throughout the period from [date] to [date] as stated on the Net Assets Statement against the [description of document inspected, e.g. monthly statements or passbook or reference letter from the financial institution certifying the maintenance of balance above certain amount throughout the specified six-month period], provided to us by the Applicant. <i>Repeat the procedure separately for each account listed on the Net Assets Statement</i>	2. We found that the Applicant's name and the amount of balance as stated on the Net Assets Statement to be in agreement with the [monthly statements][passbook] [reference letter] from the [name of the financial institution] provided to us by the Applicant. <i>Repeat the finding separately for each account listed on the Net Assets Statement</i>
3. Check the Applicant's name and the amount of deposits throughout the period from [date] to [date] as stated on the Net Assets Statement against the certificate of deposit[s] issued by the [name of the financial institution] dated [date] provided to us by the Applicant.	3. We found that the Applicant's name and the amount of deposits as stated on the Net Assets Statement to be in agreement with the certificate of deposit[s] issued by the [name of the financial institution] dated [date] provided to us by the Applicant.
4. Check the Applicant's name and the amount of [outstanding loans][overdraft balances][describe type of personal liabilities or debts] as stated on the Net Assets Statement against the [statements][reference letter] issued by [name of the financial institution].	4. We found that the Applicant's name and the amount of [outstanding loans][overdraft balances][describe type of personal liabilities or debts] as stated on the Net Assets Statement to be in agreement to the [statements][reference letter] issued by [name of the financial institution].

Procedures	Findings
5. Check the Applicant's name, the amount of [securities][bonds][funds] holdings and the value throughout the period from [date] to [date] as stated on the Net Assets Statement against the [description of documents inspected e.g. monthly/quarterly statement of the investment account; reference letter from the financial institution; written valuation report from a valuer (for assets not traded on a public exchange)] provided to us by the Applicant. <i>Repeat the procedure separately for each type of securities, bonds or funds.</i>	5. We found that the Applicant's name, the amount of [securities][bonds][funds] holdings and the value as stated on the Net Assets Statement to be in agreement with the [description of documents inspected] in respect of the [securities][bonds][funds] holdings in the Applicant's name, provided to us by the Applicant. <i>Repeat the finding separately for each type of securities, bonds or funds.</i>
6. Check the Applicant's name and the surrender value of insurance policy throughout the period from [date] to [date] as stated on the Net Assets Statement against the [description of documents inspected e.g. contract; annual statement of the insurance account; reference letter from the insurance company; written valuation report from a valuer (for assets not traded on a public exchange)] provided to us by the Applicant.	6. We found that the Applicant's name and the surrender value of insurance policy as stated on the Net Assets Statement to be in agreement with the [description of documents inspected] in respect of the insurance policy in the Applicant's name provided to us by the Applicant.
7. Check the Applicant's name and the values of the real estate as stated on the Net Assets Statement located at [address] against the written valuation reports issued by [name of the valuer] dated [date] and [date], provided to us by the Applicant.	7. We found that the Applicant's name and the values of the real estate as stated on the Net Assets Statement located at [address] to be in agreement with the written valuation reports issued by [name of the valuer] dated [date] and [date], provided to us by the Applicant.
8. Check the valuation report obtained in Procedure[s 5, 6 and] 7 above against the Rules for the New Capital Investment Entrant Scheme for content of the valuation report: • date of valuation; • essential information about the asset (which may include description and condition of the asset); • basis of / approach to valuation; • recent transaction data for comparable pieces/items; • relevant photos, if applicable; • professional qualifications and experience of valuer.	8. We found the valuation report obtained in Procedure[s 5, 6 and] 7 above to contain information set out in the Rules for the New Capital Investment Entrant Scheme: <i>[List information on the valuation report]</i> • date of valuation; • essential information about the asset • basis of / approach to valuation; • recent transaction data for comparable pieces/items; • relevant photos, if applicable; • professional qualifications and experience of valuer.
9. Check the Applicant's name and the percentage owned by the Applicant as stated on the Net Assets Statement against the real estate ownership certificates [and land registry record or equivalent record, where available] for the real estate located at [address], provided to us by the Applicant.	9. We found that the Applicant's name and the percentage owned by the Applicant as stated on the Net Assets Statement to be in agreement with the real estate ownership certificates [and land registry record or equivalent record, where available] for the real estate located at [address], provided to us by the Applicant.

Procedures	Findings
10. Check the Applicant's name and the mortgage amount as stated on the Net Assets Statement against the [e.g. mortgage deed, mortgage statements or name of document inspected] for real estate at [address] issued by [name of issuing party] dated [date] and [date], provided to us by the Applicant.	10. We found that the Applicant's name and the mortgage amount as stated on the Net Assets Statement to be in agreement with the [e.g. mortgage deed, mortgage statements or name of document inspected] for the real estates located at [address], issued by [name of issuing party] dated [date] and [date] provided to us by the Applicant.
11. Check the Applicant's name, the percentage owned by the Applicant and the net asset value of [name of the Company] as stated on the Net Assets Statement against the audited financial statements (or reviewed financial statements, if applicable) of [name of the Company] for the year ended [date] and [date] audited by [name of auditor] dated [date] and [date] respectively, provided to us by the Applicant. <i>Repeat the procedure separately for equity holding in each unlisted company</i>	11. We found that the Applicant's name, the percentage owned by the Applicant and the net asset value of [name of the Company] as stated on the Net Assets Statement to be in agreement with the audited financial statements (or reviewed financial statements, if applicable) of [name of the Company] for the year ended [date] and [date] audited by [name of auditor] dated [date] and [date] respectively, provided to us by the Applicant. <i>Repeat the finding separately for equity holding in each unlisted company</i>
Note to practitioners: <i>For these assets or liabilities which are jointly owned with the Applicant's family member(s) as defined in paragraph 26 of this Circular, the practitioner should perform the illustrative procedures 12 to 14 below. In case there is no defined percentage holding on the asset, a legal undertaking to state the distribution percentages among the joint owners throughout the specified six-month period must be provided by the Applicant only if the asset ownership is allocated on an unevenly distributed basis. If the asset ownership is allocated on an evenly distributed basis, the practitioner should divide the value of the assets or liabilities by the number of joint owners as shown on the supporting documents to obtain the percentage owned by the Applicant and the share of the assets or liabilities, no further proof or legal undertaking is required to be obtained.</i>	
12. Check the Applicant's name, the percentage owned by the Applicant and share of [the assets and liabilities (please specify) as stated in procedures 2-11 above] owned by the Applicant as stated on the Net Assets Statement against [the supporting documents as stated in procedures 2-11 above or legal undertaking on distribution percentages].	12. We found that the Applicant's name, the percentage owned by the Applicant and share of [the assets and liabilities (please specify) as stated in procedures 2-11 above] owned by the Applicant as stated on the Net Assets Statement to be in agreement with [the supporting documents as stated in procedures 2-11 above or legal undertaking on distribution percentages].
13. Obtain from the Applicant the Family Tree Diagram and check the name of the joint owner(s) as stated in the [supporting document (please specify) of the assets and liabilities obtained in procedures 2-11 above against the name(s) of the family member(s) in the Family Tree Diagram.	13. We obtained from the Applicant the Family Tree Diagram and found that the name of the joint owner(s) as stated in the [supporting document (please specify) of the assets and liabilities obtained in procedures 2-11 above to be in agreement with the name(s) of the family member(s) in the Family Tree Diagram.

Procedures	Findings
14. Check the name of the family member and the relationship between the Applicant and the family member as stated in the Family Tree Diagram against [the document which can directly or indirectly prove that the family member(s) complies with the definition as stated in paragraph 1.15 of the Scheme Rules e.g. birth certificates, marriage certificate.]	14. We found that the name of the family member and the relationship between the Applicant and the family member as stated in the Family Tree Diagram to be in agreement with [the document which can directly or indirectly prove that the family member(s) complies with the definition as stated in paragraph 1.15 of the Scheme Rules e.g. birth certificates, marriage certificate.]

XYZ & Co.

Certified Public Accountants (Practising)

[Date of practitioner's report]

[Practitioner's address]

附錄 1
與新資本投資者入境計劃的規則
第 4.2 和 4.4 條相關的報告範例

此商定程序報告範本適用於以下假設情況：

- 申請人為委聘方、負責方及預期使用者。報告擬由申請人提交予投資推廣署。
- 經執行商定程序後沒有識別到例外情況。
- 執業會計師沒有委聘另一位專家來執行任何商定程序。
- 報告訂明用途及分發限制。
- 執業會計師列明委聘條款所列商定程序的協定日期。

關於淨資產規定的商定程序報告

致[申請人姓名]（「申請人」）

此商定程序報告的目的以及用途和分發限制

本報告僅用作協助申請人向投資推廣署署長（「投資推廣署」）證明您符合投資推廣署頒佈的《新資本投資者入境計劃的規則》第 4.2 和 4.4 條的規定，本報告未必適合用作其他用途。本報告僅供申請人使用，除了我們同意可向投資推廣署提供此報告副本外，此報告不得用作任何其他用途或分發給任何其他人士。

申請人的責任

申請人確認，商定程序對於所委聘業務的目的而言屬合適。

申請人需提供一份報表，顯示申請人所擁有的資產及與其資產有關的債務的資料，並提供申請人在[日期]至[日期]期間的不同日期所擁有資產的證明文件（正本或由申請人核證為真確的影印本），並委聘我們對該報表執行商定程序。

執業會計師的責任

我們根據香港會計師公會（「公會」）頒佈的《香港相關服務準則》（HKSRs）第 4400 號（經修訂）《商定程序業務》而執行相關商定程序工作。商定程序工作包括我們與申請人協定執行的程序，並根據所執行的商定程序得出的事實結果作出報告。我們不會就商定程序的合適性作出陳述，並明確聲明不會就本報告內容向任何其他人士承擔任何責任或義務。

此商定程序工作並非鑒證工作，因此我們不會發表意見或鑒證結論。

如果我們執行商定程序以外的程序，我們可能會發現其他應予報告的事宜。

專業道德及質量管理

我們已遵守公會頒佈的《專業會計師道德守則》（《守則》）的道德要求，以及《守則》第 A 章第 4A 部分的獨立性規定。

本會計師事務所採用《香港質量管理準則》(HKSQM) 第 1 號「會計師事務所對執行財務報表審計、審閱、其他鑑證業務或相關服務業務的質量管理」，並要求事務所設計、執行及營運一套完善的質量管理系統，包括關於要遵守道德要求、專業準則規定及可適用的法律及監管規定的政策及程序。

程序和結果

根據與申請人於 [日期] 訂立的委聘條款中所協定，我們執行了下列程序，於申請人在 [日期] 至 [日期] 期間各個日期擁有的資產以及附件 A 至 C 中列出的數字。

程序	工作結果
1. 從申請人取得根據新資本投資者入境計劃遞交的淨資產報表，並檢查該報表的計算是否準確。	1. 我們從申請人取得了淨資產報表，並發現其計算準確。
2. 檢查淨資產報表所載申請人的姓名及於 [日期] 至 [日期] 期間的結餘金額與申請人所提供 [所檢查文件的描述，例如金融機構發出的帳戶月結單、存摺、證明信以證明結餘金額在指定六個月期間內維持在一定金額以上] 的資料是否相符。 <i>對淨資產報表中所載的每個帳戶分別重複此程序。</i>	2. 我們發現淨資產報表中所載申請人的姓名及結餘金額與申請人向我們提供的 [金融機構名稱] 發出的 [帳戶月結單] [存摺] [證明信] 相符。 <i>對淨資產報表中所載的每個帳戶分別重複該工作結果。</i>
3. 檢查淨資產報表所載申請人的姓名及於 [日期] 至 [日期] 期間的存款金額與申請人所提供的 [金融機構名稱] 於 [日期] 發出的存款證是否相符。	3. 我們發現淨資產報表中所載申請人的姓名及存款金額與申請人向我們提供的 [金融機構名稱] 於 [日期] 發出的存款證相符。
4. 檢查淨資產報表所載申請人的姓名及 [未償還貸款] [透支餘額] [描述個人債務或債務類型] 的金額 與 [金融機構名稱] 所發出的 [帳戶結單] [證明信] 是否相符。	4. 我們發現淨資產報表中所載申請人的姓名及 [未償還貸款] [透支餘額] [描述個人債務或債務類型] 的金額與 [金融機構名稱] 所發出的 [帳戶結單] [證明信] 相符。
5. 檢查淨資產報表所載申請人的姓名及於 [日期] 至 [日期] 期間持有的 [證券] [債券] [基金] 的數量及價值與申請人所提供 [所檢查文件的描述，例如每月/每季度投資帳戶結單；金融機構發出的證明信；估值師發出的估值報告（適用於非在公開交易所買賣的資產）] 是否相符。 <i>對每種類型的證券、債券或基金分別重複此程序。</i>	5. 我們發現淨資產報表中所載申請人的姓名及持有的 [證券] [債券] [基金] 的數量及價值與申請人就該 [證券] [債券] [基金] 向我們提供的 [已檢查文件的描述] 相符。 <i>對每種類型的證券、債券或基金分別重複該工作結果。</i>
6. 檢查淨資產報表所載申請人的姓名及於 [日期] 至 [日期] 期間的保險保單的退保價值與申請人所提供 [所檢查文件的描述，例如合約；保險帳戶的年度結	6. 我們發現淨資產報表中所載申請人的姓名及保險保單的退保價值與申請人就該保險保單向我們提供的 [已檢查文件的描述] 相符。

程序	工作結果
單；保險公司發出的證明信；估值師發出的估值報告（適用於非在公開交易所買賣的資產）]是否相符。	
7. 檢查淨資產報表所載申請人的姓名及位於[地址]的房地產價值與申請人所提供[估值師姓名]於[日期]及[日期]發出的估值報告是否相符。	7. 我們發現淨資產報表中所載申請人的姓名及位於[地址]的房地產價值與申請人向我們提供的[估值師姓名]於[日期]及[日期]發出的估值報告相符。
8. 對照《新資本投資者入境計劃的規則》檢視上述程序[5、6及]7所取得的估值報告，估值報告內容如下： • 估值的日期； • 資產的重要資料（可包括資產的描述及狀況）； • 估值的準則或方法； • 可比較單位或項目的最近交易數據； • 相關圖片(如適用)； • 估值師的專業資格及經驗。	8. 我們發現上述程序[5、6及]7所取得的估值報告包含《新資本投資者入境計劃的規則》列出的資訊： [估值報告列出資訊] • 估值的日期； • 資產的重要資料； • 估值的準則或方法； • 可比較單位或項目的最近交易數據； • 相關圖片(如適用)； • 估值師的專業資格及經驗。
9. 檢查淨資產報表所載申請人的姓名及所佔比率與申請人所提供位於[地址]之房地產的房地產權證[及土地註冊記錄或等同的記錄(如有)]是否相符。	9. 我們發現淨資產報表中所載申請人的姓名及所佔比率與申請人向我們提供位於[地址]之房地產的房地產權證[及土地註冊記錄或等同的記錄(如有)]相符。
10. 檢查淨資產報表所載申請人的姓名及按揭金額與申請人所提供[簽發方名稱]於[日期]及[日期]對位於[地址]的房地產所發出的[例如：按揭契據、按揭聲明或已檢查文件的名稱] 是否相符。	10. 我們發現淨資產報表中所載申請人的姓名及按揭金額與申請人向我們提供[簽發方名稱]於[日期]及[日期]對位於[地址]的房地產所發出的[例如：按揭契據、按揭聲明或已檢查文件的名稱]相符。
11. 檢查淨資產報表所載申請人的姓名、所佔比率及[公司名稱]的資產淨值與申請人所提供日期分別為[日期]及[日期]的[公司名稱]截至[日期]及[日期]止年度的經[核數師姓名]審計的財務報表（或經[核數師姓名]審閱的財務報表，如適用）是否相符。	11. 我們發現淨資產報表中所載申請人的姓名、所佔比率及[公司名稱]的資產淨值與申請人向我們提供日期分別為[日期]及[日期]的[公司名稱]截至[日期]及[日期]止年度的經[核數師姓名]審計的財務報表（或經[核數師姓名]審閱的財務報表，如適用）相符。
對每家非上市公司的股權分別重複此程序。	對每家非上市公司的股權分別重複該工作結果。
執業會計師的注意事項: 對於與申請人如本通函第26段所定義的家庭成員共同擁有的資產或債務，執業會計師應執行下列第12至14項的示範程序。如果資產的持有比例未明確界定，僅當資產所有權非均勻分配時，申請人必須提供法律承諾函以列明在指定六個月期間內共同擁有者之間的分配比例。如果資產所有權是均勻分配時，執業會計師應根據證明文件中顯示的共同擁有者數量，將資產或債務的價值除以該共同擁有者數量，以獲得申請人所佔比率及其對資產或債務的所佔份額，而無需取得額外的證明或法律承諾函。	

程序	工作結果
12. 檢查淨資產報表所載申請人的姓名、所佔比率及[上述第 2 至 11 項程序所述的資產或債務(請註明)]的所佔份額與[上述第 2 至 11 項程序所述的證明文件或分配比例的法律承諾函]是否相符。	12. 我們發現淨資產報表中所載申請人的姓名、所佔比率及[上述第 2 至 11 項程序所述的資產或債務(請註明)]的所佔份額與[上述第 2 至 11 項程序所述的證明文件或分配比例的法律承諾函]相符。
13. 從申請人取得家庭樹圖，並檢查[從上述第 2 至 11 項程序取得的資產或債務的證明文件(請註明)]所載共同擁有者的姓名與家庭樹圖所載家庭成員的姓名是否相符。	13. 我們從申請人取得了家庭樹圖，並發現[從上述第 2 至 11 項程序取得的資產或債務的證明文件(請註明)]所載共同擁有者的姓名與家庭樹圖所載家庭成員的姓名相符。
14. 檢查家庭樹圖所載家庭成員的姓名及申請人與該家庭成員的關係與[能直接或間接證明該家庭成員能符合《計劃規則》第 1.15 段定義的文件，例如：出生證明或結婚證書]是否相符。	14. 我們發現家庭樹圖所載家庭成員的姓名及申請人與該家庭成員的關係與[能直接或間接證明該家庭成員能符合《計劃規則》第 1.15 段定義的文件，例如：出生證明或結婚證書]相符。

XYZ 公司

執業會計師

[執業會計師報告日期]

[執業會計師地址]

APPENDIX 2

Example of a Report related to Rule 4.6 of the Rules for the New Capital Investment Entrant Scheme

For purposes of this illustrative agreed-upon procedures report, the following circumstances are assumed:

- The applicant is the engaging party, the responsible party and the intended user. The report is also intended to be provided to Invest Hong Kong by the applicant.
- No exceptions were found.
- The practitioner did not engage a practitioner's expert to perform any of the agreed-upon procedures.
- There is a restriction on the use and distribution of the report.
- The practitioner included a reference to the date when the agreed-upon procedures were agreed in the terms of the engagement.

AGREED-UPON PROCEDURES REPORT ON INVESTMENT REQUIREMENTS

To [Applicant Name] ("the Applicant")

Purpose of this Agreed-Upon Procedures Report and Restriction on Use and Distribution

Our report is solely for the purpose of assisting the Applicant in demonstrating to the Director-General of Investment Promotion of Invest Hong Kong ("InvestHK") that you meet the requirements in Rule 4.6 of the Rules for the New Capital Investment Entrant Scheme ("New CIES") issued by InvestHK and may not be suitable for another purpose. This report is intended solely for the Applicant, and should not be used by, or distributed to, any other parties, except that we agree that a copy of this report may be provided to InvestHK.

Responsibilities of the Applicant

The Applicant has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement.

The Applicant is responsible for providing a statement showing information of the permissible investment assets the applicant owned [and liabilities on the investment in real estate] and provide all relevant supporting documents by the applicant on the permissible investment assets invested which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with Hong Kong Standard on Related Services (HKSRS) 4400 (Revised), *Agreed-Upon Procedures Engagements* issued by the Hong Kong Institute of Certified Public Accountants (the "HKICPA"). An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Applicant, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representation regarding the appropriateness of the agreed-upon procedures. We expressly disclaim any liability or duty to any other party for the content in this report.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics and Quality Management

We have complied with the ethical requirements of the HKICPA's *Code of Ethics for Professional Accountants* (the "Code") and the independence requirements in Part 4A, Chapter A of the Code.

Our firm applies Hong Kong Standard on Quality Management (HKSQM) 1, *Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements*, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Procedures and Findings

We have performed the procedures described below, which were agreed upon with the Applicant in the terms of engagement dated [date], on the permissible investment assets owned by the Applicant/Holding Company [and liabilities on the investment in real estate] and the figures as set forth in Annex A

Procedures	Findings
1. Obtain from the Applicant the Permissible Investment Assets Statement in relation to the committed investment under New CIES and check its arithmetic accuracy.	1. We obtained from the Applicant the Permissible Investment Assets Statement and found that it is arithmetically accurate.
2. Check the Applicant/Holding Company's name, amount invested and date of purchase of [equities][debt securities][subordinated debt][eligible collective investment schemes] as stated on the Permissible Investment Assets Statement against the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, amount invested and date of purchase, fact sheet] provided to us by the Applicant. <i>Repeat the procedure separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes</i>	2. We found that the Applicant/Holding Company's name, the amount invested and date of purchase as stated on the Permissible Investment Assets Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, amount invested and date of purchase, fact sheet] in respect of the [equities][debt securities][subordinated debt][eligible collective investment schemes] holdings in the Applicant/Holding Company's name, provided to us by the Applicant. <i>Repeat the finding separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes</i>
3. Check the Applicant/Holding Company's name, amount invested and date of purchase of certificates of deposits ⁸ as stated on the Permissible Investment Assets Statement against the [statement(s)][reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant.	3. We found that the Applicant/Holding Company's name, the amount invested and date of purchase of certificates of deposits as stated on the Permissible Investment Assets Statement to be in agreement with the [statement(s)][reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant.

⁸ The investment amount of the certificates of deposits is subject to a cap of HK\$3 million. The exceeding amount involved will not be taken into consideration under the Investment Requirements of the New CIES.

Procedures	Findings
4. For investment in certificate(s) of deposits, check the date of purchase as stated on the Permissible Investment Assets Statement is within [date of Approval-in-Principle granted by the Director of Immigration] and [date which is 180 th day after the date of Approval-in-Principle].	4. We found that the date of purchase for investment in certificate(s) of deposits as stated on the Permissible Investment Assets Statement is within [date of Approval-in-Principle granted by the Director of Immigration] and [date which is 180 th day after the date of Approval-in-Principle].
5. For investment in certificate(s) of deposits, check the maturity date is not less than 12 months from the date of purchase as stated on the Permissible Investment Assets Statement.	5. We found that the maturity date for investment in certificate(s) of deposits is not less than 12 months from the date of purchase as stated on the Permissible Investment Assets Statement.
6. Check the Applicant/Holding Company's name, the amount invested ⁹ and date of purchase of open-ended fund companies registered under the Securities and Futures Ordinance (Cap.571) as stated on the Permissible Investment Assets Statement against the [description of documents inspected e.g. contract note/receipt/statement/reference letter issued by the financial intermediary showing the name of Applicant/Holding Company, amount invested and date of purchase] provided to us by the Applicant.	6. We found that the Applicant/Holding Company's name, the amount invested and date of purchase as stated on the Permissible Investment Assets Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, amount invested and date of purchase] in respect of the investment in open-ended fund companies registered under the Securities and Futures Ordinance (Cap. 571) in the Applicant/Holding Company's name, provided to us by the Applicant.
7. Check the Applicant/Holding Company's name, the amount invested ⁹ and date of purchase in limited partnership funds registered under the Limited Partnership Fund Ordinance (Cap. 637) as stated on the Permissible Investment Assets Statement against the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, amount invested and date of purchased] provided to us by the Applicant.	7. We found that the Applicant/Holding Company's name, the amount invested and date of purchase as stated on the Permissible Investment Assets Statement to be in agreement with the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, amount invested and date of purchased] in respect of the investment in limited partnership funds registered under the Limited Partnership Fund Ordinance (Cap. 637) in the Applicant/Holding Company's name, provided to us by the Applicant.
8. Check the Applicant's name, ownership, amount invested and date of purchase of the real estate ¹⁰ as stated on the Permissible Investment Assets Statement located at [address] against the [description	8. We found that the Applicant's name, ownership, the amount invested and date of purchase of the real estate as stated on the Permissible Investment Assets Statement located at [address] to be in agreement with

⁹ Private open-ended fund companies ("OFCs") and private limited partnership funds ("LPFs") refer to those OFCs and LPFs which are not authorised by the SFC for offering to the public and the offer of which falls within an exemption under Section 103 of the Securities and Futures Ordinance e.g. offers made only to professional investors. The total investment amount in private OFCs and ownership interest in private LPFs is subject to an aggregate cap of HK\$10 million. The exceeding amount invested will not be taken into consideration under the Investment Requirements of the New CIES.

¹⁰ The amount invested in the non-residential and/or residential real estate (where the transaction price of the latter must be HK\$50 million or above) counted towards the fulfillment of minimum investment threshold of the Scheme is the value at time of purchase minus the amount of mortgage, subject to an aggregate cap of HK\$10 million.

Procedures	Findings
of document inspected e.g. Land Registry record showing the ownership, purchase price and date of purchase of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.	the [description of document inspected e.g. Land Registry record showing the ownership, purchase price and date of purchase of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.
9. Check the Applicant's name and mortgage amount as stated on the Permissible Investment Assets Statement against the [Mortgage Deed or name of document inspected] for the real estate at [address] issued by [name of issuing party] provided to us by the Applicant.	9. We found that the Applicant's name and the Mortgage Amount as stated on the Permissible Investment Assets Statement to be in agreement with the [Mortgage Deed or name of document inspected] for the real estate located at [address], issued by [name of issuing party] provided to us by the Applicant.
10. For CIES Investment Portfolio, check the Applicant's name and the cash deposit of HK\$3 million into the designated account opened with the Applicant's appointed financial intermediary on [date] as stated in the Permissible Investment Assets Statement against the [description of document inspected e.g. statement/passbook of bank account into which the HK\$3 million has been deposited; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the deposit of HK\$3 million]] provided to us by the Applicant.	10. For CIES Investment Portfolio, we found that the Applicant's name, amount of deposit and date of deposit as stated on the Permissible Investment Assets Statement to be in agreement with the [description of document inspected e.g. statement/passbook of bank account into which the HK\$3 million has been deposited; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the deposit of HK\$3 million] provided to us by the Applicant.
Note to practitioners: <i>For the permissible investment assets which are invested by the Applicant through a Holding Company as defined in paragraph 13 of this Circular, the practitioner should perform the illustrative procedures below where appropriate.</i>	
11. Obtain from the Applicant the Holding Company Structure Diagram for purposes of this agreed-upon procedures engagement showing: (i) the name of the Applicant; (ii) the names of the Eligible Single Family Office ("SFO") and the Family-owned Investment Holding Vehicle ("FIHV") or the Family owned Special Purpose Entity ("FSPE"), where applicable; (iii) the entity type of the FIHV or FSPE;	11. We obtained from the Applicant the Holding Company Structure Diagram as attached in Annex 1 showing: (i) the name of the Applicant; (ii) the names of the SFO and the FIHV or the FSPE, where applicable; (iii) the entity type of the FIHV or FSPE; (iv) the date of incorporation or registration in Hong Kong of the FIHV or FSPE, where applicable; (v) the ownership interest in the FIHV or FSPE; and

Procedures	Findings
(iv) the date of incorporation or registration in Hong Kong of the FIHV or FSPE, where applicable; (v) the ownership interest in the FIHV or FSPE; and (vi) the Permissible Investment Assets held by the FIHV or FSPE.	(vi) the Permissible Investment Assets held by the FIHV or FSPE.
12. Check the name of the SFO and the FIHV or FSPE, the entity type of the FIHV or FSPE as stated on Annex 1 against [the supporting document, e.g. certificate of incorporation.]	12. We found that the name of the SFO and the FIHV or FSPE, entity type of the FIHV or FSPE as stated on Annex 1 to be in agreement with [the supporting document, e.g. certificate of incorporation.]
13. Check the date of incorporation or registration in Hong Kong of the FIHV or FSPE as stated on Annex 1 against [the supporting document, e.g. certificate of incorporation] and is not less than 6 months preceding the date the Applicant lodged his application for assessment on Investment Requirements.	13. We found that the date of incorporation or registration in Hong Kong of the FIHV or FSPE as stated on Annex 1 to be in agreement with [the supporting document, e.g. certificate of incorporation] and is not less than 6 months preceding the date the Applicant lodged his application for assessment on Investment Requirements.
14. Obtain from the Applicant [the relevant supporting document which shows that the FIHV or FSPE is wholly owned by the Applicant for [the applicable period, i.e. during the entire six months preceding the date the Applicant lodged his application for assessment on Investment Requirements of the Scheme], e.g. declaration of trust] and check that the FIHV or FSPE is wholly owned by the Applicant for [the applicable period].	14. We obtained from the Applicant [the relevant supporting document which shows that the FIHV or FSPE is wholly owned by the Applicant, e.g. declaration of trust] and checked that the FIHV or FSPE is wholly owned by the Applicant for [the applicable period].
15. Obtain from the Applicant a copy of the audited financial statements (or reviewed financial statements, if applicable) of the FIHV or FSPE for the year ended [date] and compare the Permissible Investment Assets stated on Annex 1 to that stated in the audited financial statements.	15. We obtained from the Applicant a copy of the audited financial statements (or reviewed financial statements, if applicable) of the FIHV or FSPE for the year ended [date] and compared the Permissible Investment Assets stated on Annex 1 to that stated in the audited financial statements and found them to be in agreement.
16. Obtain from the Applicant a copy of the audited consolidated financial statements (or reviewed consolidated financial statements, if applicable) of all the FIHVs managed by the SFO for the year ended [date] and check that the consolidated net asset value stated in the audited consolidated financial statements is not less than HK\$240 million.	16. We obtained from the Applicant a copy of the audited consolidated financial statements (or reviewed consolidated financial statements, if applicable) of all the FIHVs managed by the SFO for the year ended [date] and checked that the consolidated net asset value stated in the audited consolidated financial statements is not less than HK\$240 million.

Procedures	Findings
17. Obtain from the Applicant a list of full-time employees of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) for [the applicable period, i.e. during the entire six months preceding the date the Applicant lodged his application for assessment on Investment Requirements of the Scheme].	17. We obtained from the Applicant a list of full-time employees of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) for [the applicable period] as attached in Annex 2.
18. For each employee stated in Annex 2, obtain the employer's tax return(s) of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) submitted to the Inland Revenue Department ("IRD") covering the applicable period in Annex 2.	18. We obtained the employer's tax returns of [name of FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>)] submitted to the IRD covering the year of assessment from [April 20XX] to [March 20XX].
19. For each employee stated in Annex 2 with respect of each basis period, agree the name of his/her employer, position and employment period to the corresponding employer's tax returns submitted to the IRD obtained in procedure 18.	19. For each employee stated in Annex 2 with respect of each basis period, we agreed the name of his/her employer, position and employment period to the corresponding employer's tax returns obtained in procedure 18 with agreement noted [except the following: state the exception noted if any].
20. Identify the period in Annex 2 not covered by the employer's tax returns submitted to the IRD obtained in procedure 18. For the period identified, check the name of the employer and employee's position of each employee stated on Annex 2 to the corresponding payroll report of the employer.	20. We found that certain period (please state [Month-year] to [Month-year]) in Annex 2 is not covered by the employer's tax return(s) submitted to the IRD as obtained in procedure 18. For each employee stated in Annex 2, we checked the name of the employer and employee's position to the payroll report of [name of FIHV] for the months [please state Month-year] with agreement noted [except the following: state the exception noted if any].
21. Check the number of full-time employees stated on Annex 2 is not less than 2.	21. We found that the number of full-time employees stated on Annex 2 is not less than 2.
22. Obtain from the Applicant a list of annual operating expenditure for the year ended [date] and compare the nature and amount of operating expenditure stated on the list of annual operating expenditure to that stated in the audited financial statements (or reviewed financial statements, if applicable) of FIHV obtained in procedure 15. Or <i>In case where outsourcing of activities on behalf of FIHV to the SFO applies:</i> Obtain from the Applicant a list of annual operating expenditure for the year ended [date] and a copy of audited financial	22. We obtained from the Applicant a list of annual operating expenditure for the year ended [date] as attached in Annex 3 and compared the nature and amount of operating expenditure stated on Annex 3 to that stated in the audited financial statements (or reviewed financial statements, if applicable) of FIHV obtained in procedure 15 and found that they are to be in agreement. Or <i>In case where outsourcing of activities on behalf of FIHV to the SFO applies:</i> We obtained from the Applicant a list of annual operating expenditure for the year

Procedures	Findings
statements (or reviewed financial statements, if applicable) of SFO for the year ended [date]; and compare the nature and amount of operating expenditure stated on the list of annual operating expenditure to that stated on the audited financial statements (or reviewed financial statements, if applicable) of SFO.	ended [date] as attached in Annex 3 and a copy of audited financial statements (or reviewed financial statements, if applicable) of SFO for the year ended [date]; and compared the nature and amount of operating expenditure stated on Annex 3 to that stated on the audited financial statements (or reviewed financial statements, if applicable) of SFO and found that they are to be in agreement.
23. Check the amount of annual operating expenditure stated on Annex 3 is not less than HK\$2 million.	23. We found that the amount of annual operating expenditure stated on Annex 3 is not less than HK\$2 million.

XYZ & Co.

Certified Public Accountants (Practising)

[Date of practitioner's report]

[Practitioner's address]

附錄 2

與新資本投資者入境計劃的規則第 4.6 條相關的報告範例

此商定程序報告範本適用於以下假設情況：

- 申請人為委聘方、負責方及預期使用者。報告擬由申請人提交予投資推廣署。
- 經執行商定程序後沒有識別到例外情況。
- 執業會計師沒有委聘另一位專家來執行任何商定程序。
- 報告訂明用途及分發限制。
- 執業會計師列明委聘條款所列商定程序的協定日期。

關於投資規定的商定程序報告

致[申請人姓名]（「申請人」）

此商定程序報告的目的以及用途和分發限制

本報告僅用作協助申請人向投資推廣署署長（「投資推廣署」）證明您符合投資推廣署頒佈的《新資本投資者入境計劃的規則》第 4.6 條的規定，本報告未必適合用作其他用途。本報告僅供申請人使用，除了我們同意可向投資推廣署提供此報告副本外，此報告不得用作任何其他用途或分發給任何其他人士。

申請人的責任

申請人確認，商定程序對於所委聘業務的目的而言屬合適。

申請人需提供一份報表顯示申請人擁有的獲許投資資產的資料[以及房地產投資的債務]，並提供申請人投資的獲許投資資產的所有相關證明文件，並委聘我們對該報表執行商定程序。

執業會計師的責任

我們根據香港會計師公會（「公會」）頒佈的《香港相關服務準則》（HKSRs）第 4400 號（經修訂）《商定程序業務》而執行相關商定程序工作。商定程序工作包括我們與申請人協定執行的程序，並根據所執行的商定程序得出的事實結果作出報告。我們不會就商定程序的合適性作出陳述，並明確聲明不會就本報告內容向任何其他人士承擔任何責任或義務。

此商定程序工作並非鑒證工作，因此我們不會發表意見或鑒證結論。

如果我們執行商定程序以外的程序，我們可能會發現其他應予報告的事宜。

我們已遵守公會頒佈的《專業會計師道德守則》（《守則》）的道德要求，以及《守則》第 A 章第 4A 部分的獨立性規定。

本會計師事務所採用《香港質量管理準則》（HKSQM）第 1 號「會計師事務所對執行財務報表審計、審閱、其他鑑證業務或相關服務業務的質量管理」，並要求事務所設計、執行及營運一套完善的質量管理系統，包括關於要遵守道德要求、專業準則規定及可適用的法律及監管規定的政策及程序。

程序和結果

根據與申請人於 [日期] 訂立的委聘條款中所協定，我們執行了下列程序，於申請人 / 控股公司擁有的獲許投資資產 [以及房地產投資的債務] 以及附件 A 中列出的數字。

程序	工作結果
1. 從申請人取得根據新資本投資者入境計劃已承諾投資的獲許投資資產報表，並檢查該報表的計算是否準確。	1. 我們從申請人取得了獲許投資資產報表，並發現其計算準確。
2. 檢查獲許投資資產報表所載申請人 / 控股公司的名稱、[股票][債務證券][後償債項][合資格集體投資計劃]的投資金額及購買日期與申請人所提供[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、投資金額及購買日期、資料概要]是否相符。 <i>對每種類型的股票、債務證券、後償債項及合資格集體投資計劃分別重複此程序。</i>	2. 我們發現獲許投資資產報表中所載申請人 / 控股公司的名稱、投資金額及購買日期與申請人向我們提供的[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱及以申請人 / 控股公司名義持有的[股票][債務證券][後償債項][合資格集體投資計劃]的投資金額及購買日期、資料概要]相符。 <i>對每種類型的股票、債務證券、後償債項及合資格集體投資計劃分別重複取得該工作結果。</i>
3. 檢查獲許投資資產報表所載申請人 / 控股公司的名稱、存款證的投資金額 ⁸ 及購買日期與申請人所提供[金融中介機構名稱]於[日期]發出的[結單][證明信]是否相符。	3. 我們發現獲許投資資產報表中所載申請人 / 控股公司的名稱、存款證的投資金額及購買日期與申請人向我們提供的[金融中介機構名稱]於[日期]發出的[結單][證明信]相符。
4. 對於投資存款證，檢查獲許投資資產報表上所載的購買日期是否在[入境處處長給予原則上批准的日期]及[原則上批准之後的第 180 天]之間。	4. 我們發現獲許投資資產報表上所載投資存款證的購買日期是在[入境處處長給予原則上批准的日期]及[原則上批准之後的第 180 天]之間。

⁸ 存款證投資金額上限為港幣 300 萬元。超出部分不會納入新資本投資者入境計劃投資規定的考慮範圍。

程序	工作結果
5. 對於投資存款證，檢查其到期日是否自獲許投資資產報表上所載的購買日期起計不少於 12 個月。	5. 我們發現投資於存款證的到期日自獲許投資資產報表上所載的購買日期起計不少於 12 個月。
6. 檢查獲許投資資產報表所載申請人／控股公司的名稱、根據《證券及期貨條例》（第 571 章）註冊的開放式基金型公司的投資金額 ⁹ 及購買日期與申請人所提供[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人／控股公司的名稱、投資金額及購買日期]是否相符。	6. 我們發現獲許投資資產報表中所載申請人／控股公司的名稱、投資金額及購買日期與申請人向我們提供的[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人／控股公司的名稱及以申請人／控股公司名義投資於根據《證券及期貨條例》（第 571 章）註冊的開放式基金型公司的投資金額及購買日期]相符。
7. 檢查獲許投資資產報表所載申請人／控股公司的名稱、根據《有限合夥基金條例》（第 637 章）註冊的有限合夥基金的投資金額 ⁹ 及購買日期與申請人所提供[所檢查文件的描述，例如合夥協議、可證明申請人／控股公司的名稱、投資金額及購買日期的文件]是否相符。	7. 我們發現獲許投資資產報表中所載申請人／控股公司的名稱、投資金額及購買日期與申請人向我們提供的[所檢查文件的描述，例如合夥協議、可證明申請人／控股公司的名稱及根據《有限合夥基金條例》（第 637 章）以申請人／控股公司名義註冊的有限合夥基金的投資金額及購買日期的文件]相符。
8. 檢查獲許投資資產報表所載申請人的姓名、擁有權、投資金額 ¹⁰ 及購買位於[地址]房地產的日期與申請人所提供[所檢查文件的描述，例如註明擁有權、購買價格及購買房地產日期的土地註冊處紀錄、商業登記冊（如果房地產由申請人名下的獨資企業擁有）或官方機構發出有關申請人的公司擁有權證明，顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]]是否相符。	8. 我們發現獲許投資資產報表中所載申請人的姓名、擁有權、投資金額及購買位於[地址]房地產的日期與申請人向我們提供的[所檢查文件的描述，例如註明擁有權、購買價格及購買日期的土地註冊處紀錄，商業登記冊（如果房地產由申請人名下的獨資企業擁有）或官方機構發出有關申請人的公司擁有權證明，顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]]相符。
9. 檢查獲許投資資產報表所載申請人的姓名及按揭金額與申請人所提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]是否相符。	9. 我們發現獲許投資資產報表中所載申請人的姓名及按揭金額與申請人向我們提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]相符。
10. 對於資本投資者入境計劃投資組合，檢查獲許投資資產報表所載申請人的姓名及於[日期]由申請人所委聘的金融中介機構開設的指定帳戶內存入的 300 萬港元現金存款與申請人所提供[所檢	10. 對於資本投資者入境計劃投資組合，我們發現獲許投資資產報表所載申請人的姓名、存款金額、存款日期與申請人向我們提供[所檢查文件的描述，例如已存入 300 萬港元的銀行帳戶結單

⁹ 私人開放式基金型公司（「OFC」）和私人有限合夥基金（「LPF」）是指並無獲得證監會認可向公眾發售的 OFC 和 LPF，而該等 OFC 和 LPF 的發售符合《證券及期貨條例》第 103 條下的豁免範圍，例如只向專業投資者作出的發售。私人 OFC 及私人 LPF 的擁有權權益的總投資上限為 1,000 萬港元。超出的投資金額將不會納入新資本投資者入境計劃投資規定的考慮範圍。

¹⁰ 投資非住宅及或住宅房地產（投資於住宅房地產的成交價須為 5,000 萬港元或以上）的總投資金額獲計入符合最低投資門檻的要求為購買價值扣除按揭額，上限為 1,000 萬港元。

程序	工作結果
查文件的描述，例如已存入 300 萬港元的銀行帳戶月結單 / 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單/收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示存入 300 萬港元的存款]是否相符。	/ 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單 / 收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示存入 300 萬港元的存款]相符。
執業會計師的注意事項: 對於由本通函第 13 段所定義的控股公司持有的獲許投資資產，執業會計師應在適當的情況下執行以下示範程序。	
11. 為了本商定程序的工作，從申請人取得控股公司結構圖，其中顯示： (i) 申請人的姓名； (ii) 具資格單一家族辦公室及家族投資控權工具(「家控工具」)或家族特定目的實體的名稱(如適用)； (iii) 家控工具或家族特定目的實體的公司類型； (iv) 家控工具或家族特定目的實體在香港的成立或登記日期(如適用)； (v) 家控工具或家族特定目的實體的擁有權權益；及 (vi) 家控工具或家族特定目的實體擁有的獲許投資資產。	11. 我們從申請人取得了附在附件 1 中的控股公司結構圖，其中顯示： (i) 申請人的姓名； (ii) 具資格單一家族辦公室及家控工具或家族特定目的實體的名稱(如適用)； (iii) 家控工具或家族特定目的實體的公司類型； (iv) 家控工具或家族特定目的實體在香港的成立或登記日期(如適用)； (v) 家控工具或家族特定目的實體的擁有權權益；及 (vi) 家控工具或家族特定目的實體擁有的獲許投資資產。
12. 檢查附件 1 所載具資格單一家族辦公室及家控工具或家族特定目的實體的名稱，及家控工具或家族特定目的實體的公司類型與[證明文件，例如：公司註冊證書]是否相符。	12. 我們發現附件 1 所載具資格單一家族辦公室及家控工具或家族特定目的實體的名稱，及家控工具或家族特定目的實體的公司類型與[證明文件，例如：公司註冊證書]相符。
13. 檢查附件 1 所載家控工具或家族特定目的實體在香港的成立或登記日期與[證明文件，例如：公司註冊證書]是否相符，及是否於申請人提出投資規定審查申請之前不少於 6 個月。	13. 我們發現附件 1 所載家控工具或家族特定目的實體在香港的成立或登記日期與[證明文件，例如：公司註冊證書]相符，及於申請人提出投資規定審查申請之前不少於 6 個月。
14. 從申請人取得[顯示家控工具或家族特定目的實體，在[適用期間，即於申請人提出投資規定審查申請之前六個月的整段期間內]由申請人全資擁有的相關證明文件，例如：信託聲明書]，並檢查該家控工具或家族特定目的實體在[適用期間]是否由申請人全資擁有。	14. 我們從申請人取得了[顯示家控工具或家族特定目的實體由申請人全資擁有的相關證明文件，例如：信託聲明書]，並發現該家控工具或家族特定目的實體在[適用期間]由申請人全資擁有。
15. 從申請人取得家控工具或家族特定目的實體截至[日期]止年度的經審計財務報表(或經審閱的財務報表，如適用)的副本，並將附件 1 所載獲許投資資產	15. 我們從申請人取得了家控工具或家族特定目的實體截至[日期]止年度的經審計財務報表(或經審閱的財務報表，如適用)的副本，並將附件 1 所載獲許投資資產與經審計財務報表中所載獲

程序	工作結果
與經審計財務報表中所載獲許投資資產進行比較。	許投資資產進行比較，及發現它們相符。
16. 從申請人取得由具資格單一家族辦公室管理的所有家控工具截至[日期]止年度的經審計合併財務報表（或經審閱的合併財務報表，如適用）的副本，並檢查經審計合併財務報表所載資產淨值是否不少於 2.4 億港元。	16. 我們從申請人取得了由具資格單一家族辦公室管理的所有家控工具截至[日期]止年度的經審計合併財務報表（或經審閱的合併財務報表，如適用）的副本，並發現經審計合併財務報表所載資產淨值不少於 2.4 億港元。
17. 從申請人取得家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），在[適用期間，即於申請人提出投資規定審查申請之前六個月的整段期間內]的全職員工名單。	17. 我們從申請人取得了附在附件 2 中的家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），在[適用期間]的全職員工名單。
18. 對於附件 2 中列出的每位員工，取得家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），涵蓋附件 2 的適用期間，提交給稅務局的僱主報稅表。	18. 我們取得了[家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行）的名稱]，涵蓋課稅年度[20xx年四月]至[20xx年三月]，提交給稅務局的僱主報稅表。
19. 對於附件 2 中列出的每位員工，針對每個評稅基期，將其僱主名稱、職位及僱傭期間與在程序 18 中取得的提交給稅務局的相應僱主報稅表進行核對。	19. 對於附件 2 中列出的每位員工，針對每個評稅基期，我們發現其僱主名稱、職位及僱傭期間與在程序 18 中取得的提交給稅務局的相應僱主報稅表相符[，除了有以下例外：請列出例外情況（如有）]。
20. 識別附件 2 中未包含在程序 18 中取得的提交給稅務局的僱主報稅表的期間。 對於所識別的期間，檢查附件 2 中每位員工的僱主名稱及職位，並將其與僱主的相應薪資報告進行核對。	20. 我們發現附件 2 中的一定期間（請列出[年月]至[年月]）未包含在程序 18 中取得的提交給稅務局的僱主報稅表中。 對於附件 2 中列出的每位員工，我們發現其僱主名稱及職位與[家控工具的名稱]的[請列出[年月]]薪資報告相符[，除了有以下例外：請列出例外情況（如有）]。
21. 檢查附件 2 中列出的全職員工人數是否不少於兩名。	21. 我們發現附件 2 中列出的全職員工人數不少於兩名。
22. 從申請人取得截至[日期]止年度的營運開支清單，並將營運開支清單中列出的營運開支的性質及金額與在程序 15 中取得的家控工具的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較。	22. 我們從申請人取得了附在附件 3 中的截至[日期]止年度的營運開支清單，並將附件 3 中列出的營運開支的性質及金額與在程序 15 中取得的家控工具的經審計財務報表（或經審閱的財務

程序	工作結果
或 <i>適用於家控工具的活動外判予具資格單一家族辦公室進行</i> 從申請人取得截至[日期]止年度的營運開支清單，及具資格單一家族辦公室截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將營運開支清單中列出的營運開支的性質及金額與具資格單一家族辦公室的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較。	報表，如適用）中列出的營運開支的性質及金額進行比較，及發現它們相符。 或 <i>適用於家控工具的活動外判予具資格單一家族辦公室進行</i> 我們從申請人取得了附在附件 3 中的截至[日期]止年度的營運開支清單，及具資格單一家族辦公室截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將附件 3 中列出的營運開支的性質及金額與具資格單一家族辦公室的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較，及發現它們相符。
23. 檢查附件 3 中列出的營運開支的金額是否不少於 200 萬港元。	23. 我們發現附件 3 中列出的營運開支的金額不少於 200 萬港元。

XYZ 公司

執業會計師

[執業會計師報告日期]

[執業會計師地址]

APPENDIX 3

Example of a Report related to Rule 6.2 of the Rules for the New Capital Investment Entrant Scheme

For purposes of this illustrative agreed-upon procedures report, the following circumstances are assumed:

- The applicant is the engaging party, the responsible party and the intended user. The report is also intended to be provided to Invest Hong Kong by the applicant.
- No exceptions were found.
- The practitioner did not engage a practitioner's expert to perform any of the agreed-upon procedures.
- There is a restriction on the use and distribution of the report.
- The practitioner included a reference to the date when the agreed-upon procedures were agreed in the terms of the engagement.

AGREED-UPON PROCEDURES REPORT ON PORTFOLIO MAINTENANCE REQUIREMENTS

To [Applicant Name] ("the Applicant")

Purpose of this Agreed-Upon Procedures Report and Restriction on Use and Distribution

Our report is solely for the purpose of assisting the Applicant in demonstrating to the Director-General of Investment Promotion of Invest Hong Kong ("InvestHK") that you meet the requirements in Rule 6.2 of the Rules for the New Capital Investment Entrant Scheme ("New CIES") issued by InvestHK and may not be suitable for another purpose. This report is intended solely for the Applicant, and should not be used by, or distributed to, any other parties, except that we agree that a copy of this report may be provided to InvestHK.

Responsibilities of the Applicant

The Applicant has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement.

The Applicant is responsible for providing a statement showing information of the permissible investment assets the applicant owned [and liabilities on the investment in real estate] on [*the start date of the anniversary period*] and [*the end date of the anniversary period*], including all the changes during the anniversary period between these two dates, and provide all relevant supporting documents by the applicant on the permissible investment assets invested which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with Hong Kong Standard on Related Services (HKSRS) 4400 (Revised), *Agreed-Upon Procedures Engagements* issued by the Hong Kong Institute of Certified Public Accountants (the "HKICPA"). An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Applicant, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representation regarding the appropriateness of the agreed-upon procedures. We expressly disclaim any liability or duty to any other party for the content in this report.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics and Quality Management

We have complied with the ethical requirements of the HKICPA's *Code of Ethics for Professional Accountants* (the "Code") and the independence requirements in Part 4A, Chapter A of the Code.

Our firm applies Hong Kong Standard on Quality Management (HKSQM) 1, *Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements*, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Procedures and Findings

We have performed the procedures described below, which were agreed upon with the Applicant in the terms of engagement dated [date], on the permissible investment assets owned by the Applicant/Holding Company [and liabilities on the investment in real estate] on [the start date of the anniversary period] and [the end date of the anniversary period], including all the changes during the anniversary period between these two dates, and the figures as set forth in Annex A

Procedures	Findings
1. Obtain from the Applicant the Portfolio Maintenance Requirements Anniversary Statement ("PMR Statement") in relation to the committed investment under New CIES and check its arithmetic accuracy.	1. We obtained from the Applicant the PMR Statement and found that it is arithmetically accurate.
2. <i>For the first anniversary period:</i> Check the start date of the anniversary period ("the anniversary start date") as stated in Part I of the PMR Statement against the date of Formal Approval as stated in the notification issued by the Immigration Department. <i>For subsequent anniversary periods:</i> Check that the day and month of the start date of the anniversary period ("the anniversary start date"), as stated in Part I of the PMR Statement, match the day and month of the Formal Approval with the year updated to reflect the current anniversary.	2. <i>For the first anniversary period:</i> We found that the anniversary start date as stated in Part I of the PMR Statement to be in agreement with the date of Formal Approval as stated in the notification issued by the Immigration Department. <i>For subsequent anniversary periods:</i> We found that the day and month of the anniversary start date, as stated in Part I of the PMR Statement, matches the day and month of the Formal Approval with the year updated to reflect current anniversary of the Formal Approval date.
3. Check that the end date of the anniversary period ("the anniversary end date"), as stated in Part I of the PMR Statement, is one year after the anniversary start date, as stated in the PMR Statement.	3. We found that the anniversary, end date as stated in Part I of the PMR Statement, is one year after the anniversary start date, as stated in the PMR Statement.

Procedures	Findings
4. Check the signature box of the PMR Statement is signed.	4. We found that the signature box of the PMR Statement is signed.
Note to practitioners: <i>For the position of permissible financial assets, real estate and CIES IP as at the start date of the anniversary period as stated in Part II(A) of the PMR Statement, the practitioner should perform the illustrative procedures 5-8 below where appropriate.</i>	
5. <i>For the first anniversary period:</i> Check the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type and quantity of permissible financial assets) on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type and quantity in permissible financial assets), as stated in the Permissible Investment Assets Statement. <i>For subsequent anniversary periods:</i> Check the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type, quantity and value of permissible financial assets on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type, quantity and value of permissible financial assets on the anniversary end date, as stated in the preceding year's PMR Statement.	5. <i>For the first anniversary period:</i> We found that the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type and quantity of permissible financial assets) on the anniversary start date, as stated in Part II(A) of the PMR Statement, to be in agreement with the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type and quantity in permissible financial assets), as stated in the Permissible Investment Assets Statement. <i>For subsequent anniversary periods:</i> We found that the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type, quantity and value of permissible financial assets on the anniversary start date, as stated in Part II(A) of the PMR Statement, to be in agreement with the Applicant's/Holding Company's name, name of the financial intermediary, position of investment assets (including name, type, quantity and value of permissible financial assets on the anniversary end date, as stated in the preceding year's PMR Statement.
6. <i>For the first anniversary period:</i> Check the type, address, acquisition value and mortgage amount of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the type, address, acquisition value and mortgage amount of real estate, as stated in the Permissible Investment Assets Statement.	6. <i>For the first anniversary period:</i> We found that the type, address, acquisition value and mortgage amount of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement, to be in agreement with the type, address, acquisition value and mortgage amount of real estate, as stated in the Permissible Investment Assets Statement.

Procedures	Findings
<i>For subsequent anniversary periods:</i> Check the type, address, acquisition value and mortgage amount of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the type, address, acquisition value and mortgage amount of real estate on the anniversary end date, as stated in the preceding year's PMR Statement.	<i>For subsequent anniversary periods:</i> We found that the type, address, acquisition value and mortgage amount of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement, to be in agreement with the type, address, acquisition value and mortgage amount of real estate on the anniversary end date, as stated in the preceding year's PMR Statement.
<i>7. For the first anniversary period:</i> Obtain from the Applicant the email notification with "Permissible Investment Assets Position" information issued by the New CIES Office and check the name and quantity of permissible financial assets and address of real estate as stated in the email notification against the name and quantity of permissible financial assets and address of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement.	<i>7. For the first anniversary period:</i> We obtained from the Applicant the email notification with "Permissible Investment Assets Position" information issued by the New CIES Office and found that the name and quantity of permissible financial assets and address of real estate as stated in the email notification, to be in agreement with the name and quantity of permissible financial assets and address of real estate on the anniversary start date, as stated in Part II(A) of the PMR Statement.
<i>8. For the first anniversary period:</i> Check the name of financial intermediary and status of CIES Investment Portfolio ("CIES IP") on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the name of financial intermediary and status of CIES IP as stated in the Permissible Investment Assets Statement. <i>For subsequent anniversary periods:</i> Check the name of financial intermediary and status of CIES IP on the anniversary start date, as stated in Part II(A) of the PMR Statement, against the name of financial intermediary and status of CIES IP on the anniversary end date, as stated in the preceding year's PMR Statement.	<i>8. For the first anniversary period:</i> We found that name of financial intermediary and status of CIES IP on the anniversary start date, as stated in Part II(A) of the PMR Statement, to be in agreement with the name of financial intermediary and status of CIES IP as stated in the Permissible Investment Assets Statement. <i>For subsequent anniversary periods:</i> We found that name of financial intermediary and status of CIES IP on the anniversary start date, as stated in Part II(A) of the PMR Statement to be in agreement with the name of financial intermediary and status of CIES IP on the anniversary end date, as stated in the preceding year's PMR Statement.
Note to practitioners: <i>For the purchase and sale transactions of permissible financial assets and real estate during the corresponding anniversary period as stated in Part III of the PMR Statement, the practitioner should perform the illustrative procedures 9-20 below where appropriate.</i>	

Procedures	Findings
9. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale of [equities][debt securities][subordinated debt][authorised fund][authorised real estate investment trusts][authorised investment-linked assurance schemes][public open-ended fund companies][ownership interest in public limited partnership fund] during the corresponding anniversary period as stated in Part III of the PMR Statement against the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, purchase/sale value and date of purchase/sale, fact sheet] provided to us by the Applicant. <i>Repeat the procedure separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes (including authorised fund, authorised real estate investment trusts, authorised investment-linked assurance schemes, public open-ended fund companies and ownership interest in public limited partnership fund)</i>	9. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale of [equities][debt securities][subordinated debt][authorised fund][authorised real estate investment trusts][authorised investment-linked assurance schemes][public open-ended fund companies][ownership interest in public limited partnership fund] during the corresponding anniversary period as stated in Part III of the PMR Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, purchase/sale value and date of purchase/sale, fact sheet] provided to us by the Applicant. <i>Repeat the finding separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes (including authorised fund, authorised real estate investment trusts, authorised investment-linked assurance schemes, public open-ended fund companies and ownership interest in public limited partnership fund)</i>
10. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code/certificate number, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale of certificates of deposits during the corresponding anniversary period as stated in Part III of the PMR Statement against the [statement(s)] [reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant.	10. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code/certificate number, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale of certificates of deposits during the corresponding anniversary period as stated in Part III of the PMR Statement to be in agreement with the [statement(s)][reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant.
11. For transaction of certificate(s) of deposits, check the maturity date is not less than 12 months from the date of purchase as stated in Part III of the PMR Statement.	11. We found that the maturity date for transaction of certificate(s) of deposits is not less than 12 months from the date of purchase as stated in Part III of the PMR Statement.
12. For transaction of certificate(s) of deposits, check the purchase value is not more than	12. We found that the purchase value for certificate(s) of deposits is not more than the [investment cap of HK\$3 million][residual investment cap provided to us by the Applicant]. Or

Procedures	Findings
the [investment cap ¹¹ of HK\$3 million][residual investment cap provided to us by the Applicant].	We found that the purchase value in certificate(s) of deposits has exceeded the [investment cap of HK\$3 million][residual investment cap provided to us by the Applicant] and only [HK\$3 million][the residual investment cap] for certificate(s) of deposits is taken into account for calculation of cumulative transaction value as stated in Part III of the PMR Statement.
13. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale of private open-ended fund companies ("OFCs") registered under the Securities and Futures Ordinance (Cap.571) during the corresponding anniversary period as stated in Part III of the PMR Statement against the [description of documents inspected e.g. contract note/receipt/statement/ reference letter issued by the financial intermediary showing the name of Applicant/Holding Company, purchase/sale value and date of purchase/sale] provided to us by the Applicant.	13. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale quantity, purchase/sale unit price during the corresponding anniversary period as stated in Part III of the PMR Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/ Holding Company, purchase/sale value and date of purchase/sale] in respect of the investment in private open-ended fund companies registered under the Securities and Futures Ordinance (Cap.571) in the Applicant's/ Holding Company's name, provided to us by the Applicant.
14. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale in private limited partnership funds ("LPFs") registered under the Limited Partnership Fund Ordinance (Cap. 637) during the corresponding anniversary period as stated in Part III of the PMR Statement against the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, purchase/sale value and date of purchase/sale] provided to us by the Applicant.	14. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity, purchase/sale unit price, purchase/sale value and date of purchase/sale quantity, purchase/sale unit price during the corresponding anniversary period as stated in Part III of the PMR Statement to be in agreement with the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, purchase/sale value and date of purchase/sale] in respect of the investment in private limited partnership funds registered under the Limited Partnership Fund Ordinance (Cap.637) in the Applicant's/ Holding Company's name, provided to us by the Applicant.
15. For [transaction of private OFCs and/or ownership interest in private LPFs], check	15. We found that the purchase value in private OFCs and/or ownership interest in private

¹¹ There is investment cap of HK\$3 million on certificates of deposits. If an applicant has already held other certificates of deposits under the Scheme at the time of reinvestment, the purchase value which will be taken into consideration under the Scheme Rules is the lower of (1) acquisition value of the reinvested asset or (2) residual investment cap after deduction of utilised cap by other certificates of deposits currently held by the applicant based on acquisition cost.

Procedures	Findings
the purchase value¹² is not more than the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant].	LPFs is not more than the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant]. Or We found that the purchase value in private OFCs and/or ownership interest in private LPFs has exceeded the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant] and only [HK\$10 million][the residual investment cap] for private OFCs and/or ownership interest in private LPFs is taken into account for calculation of cumulative transaction value as stated in Part III of the PMR Statement.
16. Check the Applicant's name, ownership, purchase/sale value and date of purchase/sale of the real estate¹³ during the corresponding anniversary period as stated in Part III of the PMR Statement located at [address] against the [description of document inspected e.g. Land Registry record showing the ownership, purchase/sale price and date of purchase/sale of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.	16. We found that the Applicant's name, ownership, purchase/sale value and date of purchase/sale of the real estate during the corresponding anniversary period as stated in Part III of the PMR Statement located at [address] to be in agreement with the [description of document inspected e.g. Land Registry record showing the ownership, purchase/sale price and date of purchase/sale of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.
17. Check the Applicant's name and mortgage amount during the corresponding anniversary period as stated in Part III of the PMR Statement against the [Mortgage Deed or name of document inspected] for the real estate at [address] issued by [name of issuing party] provided to us by the Applicant.	17. We found that the Applicant's name and the mortgage amount during the corresponding anniversary period as stated in Part III of the PMR Statement to be in agreement with the [Mortgage Deed or name of document inspected] for the real estate located at [address], issued by [name of issuing party] provided to us by the Applicant.

¹² There is an aggregate investment cap of HK\$10 million for private open-ended fund companies (OFC) and private limited partnership funds (LPF). If an applicant has already held other private OFCs and/or private LPF under the Scheme at the time of reinvestment, the purchase amount which will be taken into consideration under the Scheme Rules is the lower of (1) acquisition value of the reinvested asset or (2) residual investment cap after deduction of utilised cap by other private OFCs and/or private LPF currently held by the applicant based on acquisition cost.

¹³ The purchase value in the non-residential and/or residential real estate (where the transaction price of the latter must be HK\$50 million or above) counted towards the fulfillment of minimum investment threshold of the Scheme is the value at time of purchase minus the amount of mortgage, subject to an aggregate cap of HK\$10 million.

Procedures	Findings
18. For transaction in non-residential and/or residential real estate, check the purchase value (net of mortgage) ¹⁴ is not more than the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant].	18. We found that the purchase value (net of mortgage) in non-residential and/or residential real estate is not more than the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant]. Or We found that the purchase value (net of mortgage) in non-residential and/or residential real estate has exceeded the [aggregate investment cap of HK\$10 million][residual investment cap provided to us by the Applicant] and only [HK\$10 million][the residual investment cap] for non-residential and/or residential real estate is taken into account for calculation of cumulative transaction value as stated in Part III of the PMR Statement.
19. For all transactions of permissible investment assets during the anniversary period, check the cumulative transaction value as stated in Part III of the PMR Statement is not less than zero.	19. We found that the cumulative transaction value for all transactions of permissible investment assets during the anniversary period as stated in Part III of the PMR Statement is not less than zero.
20. Reperform the arithmetic calculation of amount of Purchase (after adjustment due to investment cap and surplus equity)/(Sale) Investment Value in HKD under NCIES as stated in Part III of the PMR Statement.	20. We found that the arithmetic calculation of amount of Purchase (after adjustment due to investment cap and surplus equity)/(Sale) Investment Value in HKD under NCIES as stated in Part III of the PMR Statement is correct.
Note to practitioners: <i>For the position of permissible financial assets, real estate and CIES IP as at the end date of the anniversary period as stated in Part II(B) of the PMR Statement, the practitioner should perform the illustrative procedures 21-28 below where appropriate.</i>	
21. Check the quantity/ face value for each permissible investment assets on the anniversary end date, as stated in Part II(B) of the PMR Statement is equal to the sum of the quantity/ face value on the anniversary start date, as stated in Part II(A) of the PMR Statement and the quantity/ face value during the corresponding anniversary period, as stated in Part III of the PMR Statement.	21. We found that the quantity/ face value for each permissible investment assets on the anniversary end date, as stated in Part II(B) of the PMR Statement is equal to the sum of the quantity/ face value on the anniversary start date, as stated in Part II(A) of the PMR Statement and the quantity/ face value during the corresponding anniversary period, as stated in Part III of the PMR Statement.

¹⁴ There is an aggregate investment cap of HK\$10 million for non-residential and residential real estate. If an applicant has already held other real estate under the Scheme at the time of reinvestment, the purchase value (net of mortgage) which will be taken into consideration under the Scheme Rules is the lower of (1) acquisition value of the reinvested asset (net of mortgage) or (2) residual investment cap after deduction of utilised cap by other real estate currently held by the applicant based on acquisition cost (net of mortgage).

Procedures	Findings
22. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value of [equities][debt securities][subordinated debt][authorised fund][authorised real estate investment trusts][authorised investment-linked assurance schemes][public open-ended fund companies][ownership interest in public limited partnership fund] on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, name/code, quantity and value of investments, fact sheet] provided to us by the Applicant. <i>Repeat the procedure separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes (including authorised fund, authorised real estate investment trusts, authorised investment-linked assurance schemes, public open-ended fund companies and ownership interest in public limited partnership fund)</i>	22. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value of [equities][debt securities][subordinated debt][authorised fund][authorised real estate investment trusts][authorised investment-linked assurance schemes][public open-ended fund companies][ownership interest in public limited partnership fund] on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/Holding Company, name/code, quantity and value of investments, fact sheet] provided to us by the Applicant. <i>Repeat the finding separately for each type of equities, debt securities, subordinated debt and eligible collective investment schemes (including authorised fund, authorised real estate investment trusts, authorised investment-linked assurance schemes, public open-ended fund companies and ownership interest in public limited partnership fund)</i>
23. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code/certificate number, quantity and value of certificates of deposits on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [statement(s)] [reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant.	23. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code/certificate number, quantity and value of certificates of deposits on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [statement(s)][reference letter] issued by the [name of the financial intermediary] dated [date] provided to us by the Applicant
24. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value of private open-ended fund companies ("OFCs") registered under the Securities and Futures Ordinance (Cap.571) on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [description of documents inspected e.g. contract note/receipt/statement issued by the financial intermediary showing the name of Applicant/Holding Company, name/code, quantity and value of OFCs] provided to us by the Applicant.	24. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [description of documents inspected e.g. contract note, receipt, statement or reference letter issued by financial intermediary showing the name of Applicant/ Holding Company, name/code, quantity and value of OFCs] provided to us by the Applicant.

Procedures	Findings
25. Check the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value of private limited partnership funds ("LPFs") registered under the Limited Partnership Fund Ordinance (Cap. 637) on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, name/code, quantity and value of LPFs] provided to us by the Applicant.	25. We found that the Applicant's/Holding Company's name, name of the financial intermediary, name/code, quantity and value on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [description of documents inspected e.g. partnership agreement, documentary evidence showing the name of Applicant/Holding Company, name/code, quantity and value of LPFs] provided to us by the Applicant.
26. Check the Applicant's name, type, address and acquisition value of the real estate on the anniversary end date, as stated in Part II(B) of the PMR Statement located at [address] against the [description of document inspected e.g. Land Registry record showing the ownership, purchase price and date of purchase of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.	26. We found that the Applicant's name, type, address and acquisition value of the real estate on the anniversary end date, as stated in Part II(B) of the PMR Statement located at [address] to be in agreement with the [description of document inspected e.g. Land Registry record showing the ownership, purchase price and date of purchase of the real estate, Business Register if the real estate is held through a sole proprietorship under the Applicant's name or Applicant's ownership proof from the official authority showing the name of the Applicant and the sole ownership interest in [name of company]] provided to us by the Applicant.
27. Check the Applicant's name and mortgage amount on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [Mortgage Deed or name of document inspected] for the real estate at [address] issued by [name of issuing party] provided to us by the Applicant.	27. We found that the Applicant's name and the mortgage amount on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [Mortgage Deed or name of document inspected] for the real estate located at [address], issued by [name of issuing party] provided to us by the Applicant.
28. <i>In case where the status of CIES IP is "Cash remained in designated account":</i> For CIES IP, check the Applicant's name, name of the financial intermediary and status of CIES IP on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [description of document inspected e.g. statement/passbook of bank account; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the	28. <i>In case where the status of CIES IP is "Cash remained in designated account":</i> For CIES IP, we found that the Applicant's name, name of the financial intermediary and status of CIES IP on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [description of document inspected e.g. statement/passbook of bank account; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the latest balance of cash

Procedures	Findings
latest balance of cash deposit of HK\$3 million] provided to us by the Applicant. Or <i>In case where the status of CIES IP is "Injected into CIES IP":</i> For CIES IP, check the Applicant's name, name of the financial intermediary and status of CIES IP on the anniversary end date, as stated in Part II(B) of the PMR Statement against the [description of document inspected e.g. statement/passbook of bank account ; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the transfer of cash deposit of HK\$3 million into CIES IP] provided to us by the Applicant.	deposit of HK\$3 million] provided to us by the Applicant. Or <i>In case where the status of CIES IP is "Injected into CIES IP":</i> For CIES IP, we found that the Applicant's name, name of the financial intermediary and status of CIES IP on the anniversary end date, as stated in Part II(B) of the PMR Statement to be in agreement with the [description of document inspected e.g. statement/passbook of bank account; statement/receipt from corporation licensed to perform Type 1 or 9 regulated activities or statement/ receipt from an insurer permitted to carry on the regulated activities as stated in the Rules for the New CIES, showing the transfer of cash deposit of HK\$3 million into CIES IP] provided to us by the Applicant.
Note to practitioners: <i>For the permissible investment assets which are invested by the Applicant through a Holding Company as defined in paragraph 13 of this Circular, the practitioner should perform the illustrative procedures 29-40 below where appropriate.</i>	
29. Obtain from the Applicant the Holding Company Structure Diagram for purposes of this agreed-upon procedures engagement showing: (i) the name of the Applicant; (ii) the names of the Eligible Single Family Office ("SFO") and the Family-owned Investment Holding Vehicle ("FIHV") or the Family owned Special Purpose Entity ("FSPE"), where applicable; (iii) the entity type of the FIHV or FSPE; (iv) the date of incorporation or registration in Hong Kong of the FIHV or FSPE, where applicable; (v) the ownership interest in the FIHV or FSPE; and (vi) the Permissible Investment Assets held by the FIHV or FSPE.	29. We obtained from the Applicant the Holding Company Structure Diagram as attached in Annex 1 showing: (i) the name of the Applicant; (ii) the names of the SFO and the FIHV or the FSPE, where applicable; (iii) the entity type of the FIHV or FSPE; (iv) the date of incorporation or registration in Hong Kong of the FIHV or FSPE, where applicable; (v) the ownership interest in the FIHV or FSPE; and (vi) the Permissible Investment Assets held by the FIHV or FSPE.
30. Check the name of the SFO and the FIHV or FSPE, the entity type of the FIHV or FSPE as stated in Annex 1 against [the supporting document, e.g. certificate of incorporation.]	30. We found that the name of the SFO and the FIHV or FSPE, entity type of the FIHV or FSPE as stated in Annex 1 to be in agreement with [the supporting document, e.g. certificate of incorporation.]

Procedures	Findings
31. Obtain from the Applicant [the relevant supporting document which shows that the FIHV or FSPE is wholly owned by the Applicant for [the corresponding anniversary period], e.g. declaration of trust] and check that the FIHV or FSPE is wholly owned by the Applicant for [the corresponding anniversary period].	31. We obtained from the Applicant [the relevant supporting document which shows that the FIHV or FSPE is wholly owned by the Applicant, e.g. declaration of trust] and checked that the FIHV or FSPE is wholly owned by the Applicant for [the corresponding anniversary period].
32. Obtain from the Applicant a copy of the audited financial statements (or reviewed financial statements, if applicable) of the FIHV or FSPE for the year ended [date] and compare the Permissible Investment Assets stated on Annex 1 to that stated in the audited financial statements.	32. We obtained from the Applicant a copy of the audited financial statements (or reviewed financial statements, if applicable) of the FIHV or FSPE for the year ended [date] and compared the Permissible Investment Assets stated on Annex 1 to that stated in the audited financial statements and found them to be in agreement.
33. Obtain from the Applicant a copy of the audited consolidated financial statements (or reviewed consolidated financial statements, if applicable) of all the FIHVs managed by the SFO for the year ended [date] and check that the consolidated net asset value stated in the audited consolidated financial statements is not less than HK\$240 million.	33. We obtained from the Applicant a copy of the audited consolidated financial statements (or reviewed consolidated financial statements, if applicable) of all the FIHVs managed by the SFO for the year ended [date] and checked that the consolidated net asset value stated in the audited consolidated financial statements is not less than HK\$240 million.
34. Obtain from the Applicant a list of full-time employees of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) for [the corresponding anniversary period].	34. We obtained from the Applicant a list of full-time employees of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) for [the corresponding anniversary period] as attached in Annex 2.
35. For each employee stated in Annex 2, obtain the employer's tax return(s) of the FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>) submitted to the Inland Revenue Department ("IRD") covering the corresponding anniversary period in Annex 2.	35. We obtained the employer's tax returns of [name of FIHV / corresponding SFO (<i>in case where outsourcing of activities on behalf of FIHV to the SFO applies</i>)] submitted to the IRD covering the year of assessment from [April 20XX] to [March 20XX].
36. For each employee stated in Annex 2 with respect of each basis period, agree the name of his/her employer, position and employment period to the corresponding employer's tax returns submitted to the IRD obtained in procedure 35.	36. For each employee stated in Annex 2 with respect of each basis period, we agreed the name of his/her employer, position and employment period to the corresponding employer's tax returns obtained in procedure 35 with agreement noted [except the following: state the exception noted if any].
37. Identify the period in Annex 2 not covered by the employer's tax return(s) submitted to the IRD obtained in procedure 35.	37. We found that certain period (please state [Month-year] to [Month-year]) in Annex 2 is not covered by the employer's tax return(s)

Procedures	Findings
For the period identified, check the name of the employer and employee's position of each employee stated on Annex 2 to the corresponding payroll report of the employer.	submitted to the IRD as obtained in procedure 35. For each employee stated in Annex 2, we checked the name of the employer and employee's position to the payroll report of [name of FIHV] for the months [please state Month-year] with agreement noted [except the following: state the exception noted if any].
38. Check the number of full-time employees stated on Annex 2 is not less than 2.	38. We found that the number of full-time employees stated on Annex 2 is not less than 2.
39. Obtain from the Applicant a list of annual operating expenditure for the year ended [date] and compare the nature and amount of operating expenditure stated on the list of annual operating expenditure to that stated in the audited financial statements (or reviewed financial statements, if applicable) of FIHV obtained in procedure 32. Or <i>In case where outsourcing of activities on behalf of FIHV to the SFO applies:</i> Obtain from the Applicant a list of annual operating expenditure for the year ended [date] and a copy of audited financial statements (or reviewed financial statements, if applicable) of SFO for the year ended [date]; and compare the nature and amount of operating expenditure stated on the list of annual operating expenditure to that stated on the audited financial statements (or reviewed financial statements, if applicable) of SFO.	39. We obtained from the Applicant a list of annual operating expenditure for the year ended [date] as attached in Annex 3 and compared the nature and amount of operating expenditure stated on Annex 3 to that stated in the audited financial statements (or reviewed financial statements, if applicable) of FIHV obtained in procedure 32 and found that they are to be in agreement. Or <i>In case where outsourcing of activities on behalf of FIHV to the SFO applies:</i> We obtained from the Applicant a list of annual operating expenditure for the year ended [date] as attached in Annex 3 and a copy of audited financial statements (or reviewed financial statements, if applicable) of SFO for the year ended [date]; and compared the nature and amount of operating expenditure stated on Annex 3 to that stated on the audited financial statements (or reviewed financial statements, if applicable) of SFO and found that they are to be in agreement.
40. Check the amount of annual operating expenditure stated on Annex 3 is not less than HK\$2 million.	40. We found that the amount of annual operating expenditure stated on Annex 3 is not less than HK\$2 million.

XYZ & Co.

Certified Public Accountants (Practising)

[Date of practitioner's report]

[Practitioner's address]

附錄 3 與新資本投資者入境計劃的規則第 6.2 條相關的報告範例

此商定程序報告範本適用於以下假設情況：

- 申請人為委聘方、負責方及預期使用者。報告擬由申請人提交予投資推廣署。
- 經執行商定程序後沒有識別到例外情況。
- 執業會計師沒有委聘另一位專家來執行任何商定程序。
- 報告訂明用途及分發限制。
- 執業會計師列明委聘條款所列商定程序的協定日期。

關於投資管理規定的商定程序報告

致[申請人姓名]（「申請人」）

此商定程序報告的目的以及用途和分發限制

本報告僅用作協助申請人向投資推廣署署長（「投資推廣署」）證明您符合投資推廣署頒佈的《新資本投資者入境計劃的規則》第 6.2 條的規定，本報告未必適合用作其他用途。本報告僅供申請人使用，除了我們同意可向投資推廣署提供此報告副本外，此報告不得用作任何其他用途或分發給任何其他人士。

申請人的責任

申請人確認，商定程序對於所委聘業務的目的而言屬合適。

申請人需提供一份報表顯示申請人於[周年期初日]及[周年期末日]擁有的獲許投資資產的資料[以及房地產投資的債務]，包括該兩日之間的周年內所有變動，並提供申請人投資的獲許投資資產的所有相關證明文件，並委聘我們對該報表執行商定程序。

執業會計師的責任

我們根據香港會計師公會（「公會」）頒佈的《香港相關服務準則》（HKSRs）第 4400 號（經修訂）《商定程序業務》而執行相關商定程序工作。商定程序工作包括我們與申請人協定執行的程序，並根據所執行的商定程序得出的事實結果作出報告。我們不會就商定程序的合適性作出陳述，並明確聲明不會就本報告內容向任何其他人士承擔任何責任或義務。

此商定程序工作並非鑒證工作，因此我們不會發表意見或鑒證結論。

如果我們執行商定程序以外的程序，我們可能會發現其他應予報告的事宜。



我們已遵守公會頒佈的《專業會計師道德守則》（《守則》）的道德要求，以及《守則》第 A 章第 4A 部分的獨立性規定。

本會計師事務所採用《香港質量管理準則》（HKSQM）第 1 號「會計師事務所對執行財務報表審計、審閱、其他鑑證業務或相關服務業務的質量管理」，並要求事務所設計、執行及營運一套完善的質量管理系統，包括關於要遵守道德要求、專業準則規定及可適用的法律及監管規定的政策及程序。

程序和結果

根據與申請人於 [日期] 訂立的委聘條款中所協定，我們執行了下列程序，於申請人 / 控股公司於 [周年期初日] 及 [周年期末日] 擁有的獲許投資資產 [以及房地產投資的債務]，包括該兩個日期之間的周年內所有變動，以及附件 A 中列出的數字。

程序	工作結果
1. 從申請人取得根據新資本投資者入境計劃已承諾投資的投資管理規定周年報表，並檢查該報表的計算是否準確。	1. 我們從申請人取得了投資管理規定周年報表，並發現其計算準確。
2. 於首個周年： 檢查投資管理規定周年報表第 I 部分所載的周年期初日與入境事務處發出的通知所載的正式批准日期是否相符。 於其後周年： 檢查投資管理規定周年報表第 I 部分所載周年期初日的日子和月份與正式批准的日子和月份是否相符，並更新年份以反映當前的周年日。	2. 於首個周年： 我們發現投資管理規定周年報表第 I 部分所載的周年期初日與入境事務處發出的通知所載的正式批准日期相符。 於其後周年： 我們發現投資管理規定周年報表第 I 部分所載周年期初日的日子和月份與正式批准的日子和月份相符，並已更新年份以反映當前的周年日。
3. 檢查投資管理規定周年報表第 I 部分所載的周年期末日是否為投資管理規定周年報表所載周年期初日之後一年。	3. 我們發現投資管理規定周年報表第 I 部分所載的周年期末日是投資管理規定周年報表所載周年期初日之後一年。
4. 檢查投資管理規定周年報表是否已簽署。	4. 我們發現投資管理規定周年報表已簽署。
執業會計師的注意事項： 對於投資管理規定周年報表第 II(A) 部分所述在周年期初日獲許金融資產、房地產和資本投資者入境計劃投資組合的狀況，執業會計師應在適當的情況下執行以下示範程序 5-8。	

程序	工作結果
5. 於首個周年: 檢查投資管理規定周年報表第II(A)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期初日的投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 與獲許投資資產報表所載申請人 / 控股公司的名稱、金融中介機構的名稱、投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 是否相符。 於其後周年: 檢查投資管理規定周年報表第II(A)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期初日的投資資產狀況 (包括獲許金融資產的名稱、類別、數量及價值) 與前一年投資管理規定周年報表所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 是否相符。	5. 於首個周年: 我們發現投資管理規定周年報表第II(A)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期初日的投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 與獲許投資資產報表所載申請人 / 控股公司的名稱、金融中介機構的名稱、投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 相符。 於其後周年: 我們發現投資管理規定周年報表第II(A)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期初日的投資資產狀況 (包括獲許金融資產的名稱、類別、數量及價值) 與前一年投資管理規定周年報表所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日投資資產狀況 (包括獲許金融資產的名稱、類別及數量) 相符。
6. 於首個周年: 檢查投資管理規定周年報表第II(A)部分所載在周年期初日房地產的類別、地址、購買價值及按揭金額與獲許投資資產報表所載房地產的類別、地址、購買價值及按揭金額是否相符。 於其後周年: 檢查投資管理規定周年報表第II(A)部分所載在周年期初日房地產的類別、地址、購買價值及按揭金額與前一年投資管理規定周年報表所載在周年期末日房地產的類別、地址、購買價值及按揭金額是否相符。	6. 於首個周年: 我們發現投資管理規定周年報表第II(A)部分所載在周年期初日房地產的類別、地址、購買價值及按揭金額與獲許投資資產報表所載房地產的類別、地址、購買價值及按揭金額相符。 於其後周年: 我們發現投資管理規定周年報表第II(A)部分所載在周年期初日房地產的類別、地址、購買價值及按揭金額與前一年投資管理規定周年報表所載在周年期末日房地產的類別、地址、購買價值及按揭金額相符。
7. 於首個周年: 從申請人取得由新資本投資者入境計劃辦公室發出的載有「獲許投資資產狀況」資料的電子郵件通知，並檢查電子郵件通知所載的獲許金融資產名稱及數量和房地產地址與投資管理規定周年報表第II(A)部分所載在周年期初日的獲許金融資產名稱及數量和房地產地址是否相符。	7. 於首個周年: 我們從申請人取得了由新資本投資者入境計劃辦公室發出的載有「獲許投資資產狀況」資料的電子郵件通知，並發現電子郵件通知所載的獲許金融資產名稱及數量和房地產地址與投資管理規定周年報表第II(A)部分所載在周年期初日的獲許金融資產名稱及數量和房地產地址相符。

程序	工作結果
8. 於首個周年: 檢查投資管理規定周年報表第II(A)部分所載金融中介機構的名稱及在周年期初日資本投資者入境計劃投資組合的狀況與獲許投資資產報表所載金融中介機構的名稱及資本投資者入境計劃投資組合的狀況是否相符。 於其後周年: 檢查投資管理規定周年報表第II(A)部分所載金融中介機構的名稱及在周年期初日資本投資者入境計劃投資組合的狀況與前一年投資管理規定周年報表所載金融中介機構的名稱及在周年期末日資本投資者入境計劃投資組合的狀況是否相符。	8. 於首個周年: 我們發現投資管理規定周年報表第II(A)部分所載金融中介機構的名稱及在周年期初日資本投資者入境計劃投資組合的狀況與獲許投資資產報表所載金融中介機構的名稱及資本投資者入境計劃投資組合的狀況相符。 於其後周年: 我們發現投資管理規定周年報表第II(A)部分所載金融中介機構的名稱及在周年期初日資本投資者入境計劃投資組合的狀況與前一年投資管理規定周年報表所載金融中介機構的名稱及在周年期末日資本投資者入境計劃投資組合的狀況相符。
執業會計師的注意事項: 對於投資管理規定周年報表第III部分所述在相應周年內獲許金融資產和房地產的購買和銷售交易，執業會計師應在適當的情況下執行以下示範程序 9-20。	
9. 檢查投資管理規定周年報表第III部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的[股票][債務證券][後償債項][認可基金][認可房地產投資信託基金][認可投資相連壽險計劃][公眾開放式基金型公司][公眾有限合夥基金擁有權權益]的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人所提供[所檢查文件的描述 例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、購買/出售價值及購買/出售日期、資料概要]是否相符。 對每種類型的股票、債務證券、後償債項及合資格集體投資計劃（包括認可基金、認可房地產投資信託基金、認可投資相連壽險計劃、公眾開放式基金型公司及公眾有限合夥基金擁有權權益）分別重複此程序。	9. 我們發現投資管理規定周年報表第III部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的[股票][債務證券][後償債項][認可基金][認可房地產投資信託基金][認可投資相連壽險計劃][公眾開放式基金型公司][公眾有限合夥基金擁有權權益]的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人向我們提供的[所檢查文件的描述 例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、購買/出售價值及購買/出售日期、資料概要]相符。 對每種類型的股票、債務證券、後償債項及合資格集體投資計劃（包括認可基金、認可房地產投資信託基金、認可投資相連壽險計劃、公眾開放式基金型公司及公眾有限合夥基金擁有權權益）分別重複取得該工作結果。
10. 檢查投資管理規定周年報表第III部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的存款證的名稱/號碼/證書號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人所提供[金融中介	10. 我們發現投資管理規定周年報表第III部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的存款證的名稱/號碼/證書號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人向我們提供

程序	工作結果
機構名稱]於[日期]發出的[結單][證明信]是否相符。	的[金融中介機構名稱]於[日期]發出的[結單][證明信]相符。
11. 對於存款證交易，檢查其到期日是否自投資管理規定周年報表第III部分上所載的購買日期起計不少於 12 個月。	11. 我們發現存款證交易的到期日自投資管理規定周年報表第III部分上所載的購買日期起計不少於 12 個月。
12. 對於存款證交易，檢查購買價值是否不超過[投資上限 ¹¹ 300 萬港元][申請人提供給我們的投資上限餘額]。	12. 我們發現存款證的購買價值不超過[投資上限300萬港元][申請人提供給我們的投資上限餘額]。 或 我們發現存款證的購買價值超過[投資上限300萬港元][申請人提供給我們的投資上限餘額]，且只有存款證的[300 萬港元][投資上限餘額]才會被計入投資管理規定周年報表第III部分的累計交易價值。
13. 檢查投資管理規定周年報表第III部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣並根據《證券及期貨條例》(第 571 章)註冊的私人開放式基金型公司的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人所提供[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、購買/出售價值及購買/出售日期]是否相符。	13. 我們發現投資管理規定周年報表第III部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人向我們提供的[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱及以申請人 / 控股公司名義投資於根據《證券及期貨條例》(第 571 章)註冊的私人開放式基金型公司的購買/出售價值及購買/出售日期]相符。
14. 檢查投資管理規定周年報表第III部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣並根據《有限合夥基金條例》(第 637 章)註冊的私人有限合夥基金的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人所提供[所檢查文件的描述，例如合夥協議、可證明申請人 / 控股公司的名稱、購買/出售價值及購買/出售日期的文件]是否相符。	14. 我們發現投資管理規定周年報表第III部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在相應周年內所買賣的名稱/號碼、數量、購買/出售單價、購買/出售價值及購買/出售日期與申請人向我們提供的[所檢查文件的描述，例如合夥協議、可證明申請人 / 控股公司的名稱及根據《有限合夥基金條例》(第 637 章)以申請人 / 控股公司名義註冊的私人有限合夥基金的購買/出售價值及購買/出售日期的文件]相符。
15. 對於[私人開放式基金型公司和/或私人有限合夥基金擁有權權益]交易，檢	15. 我們發現私人開放式基金型公司和/或私人有限合夥基金擁有權權益的購買價值不超過[總投資上限 1000 萬港

¹¹ 存款證的投資上限為 300 萬港元。若申請人於再投資時已持有本計劃下的其他存款證，則依計劃規則考慮的購買價值為 (1) 再投資資產的購買價值或 (2) 扣除申請人現時持有的其他存款證已使用的投資上限後 (按購買成本計算) 的投資上限餘額，以較低者為準。

程序	工作結果
查購買價值 ¹² 是否不超過[總投資上限 1000 萬港元][申請人提供給我們的投資上限餘額]。	元][申請人提供給我們的投資上限餘額]。 或 我們發現私人開放式基金型公司和/或私人有限合夥基金擁有權權益的購買價值超過[總投資上限 1,000 萬港元][申請人提供給我們的投資上限餘額]，且只有私人開放式基金型公司和/或私人有限合夥基金擁有權權益的[1,000 萬港元][投資上限餘額] 才會被計入投資管理規定周年報表第III部分的累計交易價值。
16. 檢查投資管理規定周年報表第III部分所載申請人的姓名、擁有權、在相應周年內所購買/出售位於[地址]房地產的價值 ¹³ 及日期與申請人所提供[所檢查文件的描述, 例如註明擁有權、購買/出售價格及購買/出售房地產日期的土地註冊處紀錄、商業登記冊（如果房地產由申請人名下的獨資企業擁有）或官方機構發出有關申請人的公司擁有權證明，顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]]是否相符。	16. 我們發現獲許投資管理規定周年報表第III部分中所載申請人的姓名、擁有權、在相應周年內所購買/出售位於[地址]房地產的價值及日期與申請人向我們提供的[所檢查文件的描述, 例如註明擁有權、購買/出售價格及購買/出售日期的土地註冊處紀錄、商業登記冊（如果房地產由申請人名下的獨資企業擁有）或官方機構發出有關申請人的公司擁有權證明，顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]] 相符。
17. 檢查投資管理規定周年報表第III部分所載申請人的姓名及在相應周年內按揭金額與申請人所提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]是否相符。	17. 我們發現投資管理規定周年報表第III部分中所載申請人的姓名及在相應周年內按揭金額與申請人向我們提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]相符。
18. 對於非住宅和/或住宅房地產交易，檢查購買價值（扣除按揭） ¹⁴ 是否不超過[總投資上限 1000 萬港元][申請人提供給我們的投資上限餘額]。	18. 我們發現非住宅和/或住宅房地產的購買價值（扣除按揭）不超過[總投資上限 1000 萬港元][申請人提供給我們的投資上限餘額]。 或 我們發現非住宅和/或住宅房地產的購買價值（扣除按揭）超過[總投資上限 1000萬港元][申請人提供給我們的投

¹² 私人開放式基金型公司（OFC）及私人有限合夥基金（LPF）的總投資上限為 1,000 萬港元。若申請人在再投資時已持有本計劃下的其他私人 OFC 及/或私人 LPF，則根據計劃規則考慮的購買金額為（1）再投資資產的購買價值或（2）扣除申請人現時持有的其他私人 OFC 及/或私人 LPF 已使用的投資上限後（按購買成本計算）的投資上限剩餘，以較低者為準。

¹³ 投資非住宅及/或住宅房地產（投資於住宅房地產的成交價須為 5,000 萬港元或以上）的總投資金額獲計入符合最低投資門檻的要求為購買價值扣除按揭額，上限為 1,000 萬港元。

¹⁴ 非住宅及住宅房地產的總投資上限為 1,000 萬港元。若申請人於再投資時已持有本計劃下的其他房地產，則根據計劃規則考慮的購買價值（扣除按揭）為（1）再投資資產的購買價值（扣除按揭）或（2）扣除申請人現時持有的其他房地產已使用的投資上限後（按購買成本扣除按揭計算）的投資上限剩餘，以較低者為準。

程序	工作結果
	資上限餘額]，且只有非住宅和/或住宅房地產的[1000萬港元][投資上限餘額]才會被計入投資管理規定周年報表第III部分的累計交易價值。
19. 對於周年內所有獲許投資資產的交易，檢查投資管理規定周年報表第III部分所述的累計交易價值是否不少於零。	19. 我們發現檢查投資管理規定周年報表第III部分所述於周年內所有獲許投資資產交易的累計交易價值不少於零。
20. 重新計算投資管理規定周年報表第III部分所述的新計劃下購買(就投資上限及剩餘資本作出調整後)/(出售)的港幣投資價值。	20. 我們發現投資管理規定周年報表第III部分所述的新計劃下購買(就投資上限及剩餘資本作出調整後)/(出售)的港幣投資價值計算正確。
執業會計師的注意事項： 對於投資管理規定周年報表第II(B)部分所述在周年期末日獲許金融資產、房地產和資本投資者入境計劃投資組合的狀況，執業會計師應在適當的情況下執行以下示範程序 21-28。	
21. 檢查投資管理規定周年報表第II(B)部分所述的周年期末日的每項獲許投資資產的數量/票面價值是否等於投資管理規定周年報表第II(A)部分所述的周年期初日的數量/票面價值與投資管理規定周年報表第III部分所述的相應周年內的數量/票面價值之和。	21. 我們發現投資管理規定周年報表第II(B)部分所述的周年期末日的每項獲許投資資產的數量/票面價值等於投資管理規定周年報表第II(A)部分所述的周年期初日的數量/票面價值與投資管理規定周年報表第III部分所述的相應周年內的數量/票面價值之和。
22. 檢查投資管理規定周年報表第II(B)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的[股票][債務證券][後償債項][認可基金][認可房地產投資信託基金][認可投資相連壽險計劃][公眾開放式基金型公司][公眾有限合夥基金擁有權權益]的名稱/號碼、數量及價值與申請人所提供[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、投資的名稱/號碼、數量及價值、資料概要]是否相符。 對每種類型的股票、債務證券、後償債項及合資格集體投資計劃(包括認可基金、認可房地產投資信託基金、認可投資相連壽險計劃、公眾開放式基金型公司及公眾有限合夥基金擁有權權益)分別重複此程序。	22. 我們發現投資管理規定周年報表第II(B)部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的[股票][債務證券][後償債項][認可基金][認可房地產投資信託基金][認可投資相連壽險計劃][公眾開放式基金型公司][公眾有限合夥基金擁有權權益]的名稱/號碼、數量及價值與申請人向我們提供的[所檢查文件的描述，例如由金融中介機構發出的成交單據、收據、結單或證明信，顯示申請人 / 控股公司的名稱、投資的名稱/號碼、數量及價值、資料概要]相符。 對每種類型的股票、債務證券、後償債項及合資格集體投資計劃(包括認可基金、認可房地產投資信託基金、認可投資相連壽險計劃、公眾開放式基金型公司及公眾有限合夥基金擁有權權益)分別重複取得該工作結果。
23. 檢查投資管理規定周年報表第II(B)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的存款證的名稱/號碼/證書號碼、數量及價值與申請人所提供[金融中介機構名稱]	23. 我們發現投資管理規定周年報表第II(B)部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的存款證的名稱/號碼/證書號碼、數量及價值與申請人向我們提供的[金

程序	工作結果
於[日期]發出的[結單][證明信]是否相符。	融中介機構名稱]於[日期]發出的[結單][證明信]相符。
24. 檢查投資管理規定周年報表第II(B)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日根據《證券及期貨條例》(第 571 章)註冊的私人開放式基金型公司的名稱/號碼、數量及價值與申請人所提供[所檢查文件的描述, 例如由金融中介機構發出的成交單據、收據、結單或證明信, 顯示申請人 / 控股公司的名稱、私人開放式基金型公司的名稱/號碼、數量及價值]是否相符。	24. 我們發現投資管理規定周年報表第II(B)部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的投資的名稱/號碼、數量及價值與申請人向我們提供的[所檢查文件的描述, 例如由金融中介機構發出的成交單據、收據、結單或證明信, 顯示申請人 / 控股公司的名稱及以申請人 / 控股公司名義投資於根據《證券及期貨條例》(第 571 章)註冊的私人開放式基金型公司的名稱/號碼、數量及價值]相符。
25. 檢查投資管理規定周年報表第II(B)部分所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日根據《有限合夥基金條例》(第 637 章)註冊的私人有限合夥基金的名稱/號碼、數量及價值與申請人所提供[所檢查文件的描述, 例如合夥協議、可證明申請人 / 控股公司的名稱、私人有限合夥基金的名稱/號碼、數量及價值的文件]是否相符。	25. 我們發現投資管理規定周年報表第II(B)部分中所載申請人 / 控股公司的名稱、金融中介機構的名稱、在周年期末日的投資的名稱/號碼、數量及價值與申請人向我們提供的[所檢查文件的描述, 例如合夥協議、可證明申請人 / 控股公司的名稱及根據《有限合夥基金條例》(第 637 章)以申請人 / 控股公司名義註冊的私人有限合夥基金的名稱/號碼、數量及價值的文件]相符。
26. 檢查投資管理規定周年報表第II(B)部分所載申請人的姓名、在周年期末日位於[地址]房地產的類別、地址及購買價值與申請人所提供[所檢查文件的描述, 例如註明擁有權、購買價格及購買房地產日期的土地註冊處紀錄、商業登記冊(如果房地產由申請人名下的獨資企業擁有)或官方機構發出有關申請人的公司擁有權證明, 顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]]是否相符。	26. 我們發現獲許投資管理規定周年報表第II(B)部分中所載申請人的姓名、在周年期末日位於[地址]房地產的類別、地址及購買價值與申請人向我們提供的[所檢查文件的描述, 例如註明擁有權、購買價格及購買日期的土地註冊處紀錄, 商業登記冊(如果房地產由申請人名下的獨資企業擁有)或官方機構發出有關申請人的公司擁有權證明, 顯示申請人的姓名及其在[公司名稱]中的唯一擁有權權益]]相符。
27. 檢查投資管理規定周年報表第II(B)部分所載申請人的姓名及在周年期末日的按揭金額與申請人所提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]是否相符。	27. 我們發現投資管理規定周年報表第II(B)部分中所載申請人的姓名及在周年期末日的按揭金額與申請人向我們提供[簽發方名稱]對位於[地址]的房地產所發出的[按揭契據或已檢查文件的名稱]相符。
28. 如果資本投資者入境計劃投資組合的狀況為「現金保留於指定帳戶」: 對於資本投資者入境計劃投資組合, 檢查投資管理規定周年報表第II(B)部分所載申請人的姓名、金融中介機構的名稱及在周年期末日資本投資者入境計	28. 如果資本投資者入境計劃投資組合的狀況為「現金保留於指定帳戶」: 對於資本投資者入境計劃投資組合, 我們發現投資管理規定周年報表第II(B)部分所載申請人的姓名、金融中介機構的名稱及在周年期末日資本投資

程序	工作結果
劃投資組合的狀況與申請人所提供[所檢查文件的描述，例如銀行帳戶月結單 / 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單/收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示 300 萬港元存款的最新結餘金額]是否相符。 或 如果資本投資者入境計劃投資組合的狀況為「已投入投資組合」： 對於資本投資者入境計劃投資組合，檢查投資管理規定周年報表第II(B)部分所載申請人的姓名、金融中介機構的名稱及在周年期末日資本投資者入境計劃投資組合的狀況與申請人所提供[所檢查文件的描述，例如銀行帳戶月結單 / 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單/收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示 300 萬港元已存入資本投資者入境計劃投資組合]是否相符。	者入境計劃投資組合的狀況與申請人向我們提供[所檢查文件的描述，例如銀行帳戶結單 / 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單 / 收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示 300 萬港元存款的最新結餘金額]相符。 或 如果資本投資者入境計劃投資組合的狀況為「已投入投資組合」： 對於資本投資者入境計劃投資組合，我們發現投資管理規定周年報表第II(B)部分所載申請人的姓名、金融中介機構的名稱及在周年期末日資本投資者入境計劃投資組合的狀況與申請人向我們提供[所檢查文件的描述，例如銀行帳戶月結單 / 存摺；獲發牌進行第 1 或 9 類受規管活動的持牌法團所發出的結單/收據或《新資本投資者入境計劃的規則》中所述的持牌保險人所發出的結單/收據，以顯示 300 萬港元已存入資本投資者入境計劃投資組合]相符。
執業會計師的注意事項： 對於由本通函第 13 段所定義的控股公司持有的獲許投資資產，執業會計師應在適當的情況下執行以下示範程序 29-40。	
29. 為了本商定程序的工作，從申請人取得控股公司結構圖，其中顯示： (i) 申請人的姓名； (ii) 具資格單一家族辦公室及家族投資控權工具(「家控工具」)或家族特定目的實體的名稱(如適用)； (iii) 家控工具或家族特定目的實體的公司類型； (iv) 家控工具或家族特定目的實體在香港的成立或登記日期(如適用)； (v) 家控工具或家族特定目的實體的擁有權權益；及 (vi) 家控工具或家族特定目的實體擁有的獲許投資資產。	29. 我們從申請人取得了附在附件 1 中的控股公司結構圖，其中顯示： (i) 申請人的姓名； (ii) 具資格單一家族辦公室及家控工具或家族特定目的實體的名稱(如適用)； (iii) 家控工具或家族特定目的實體的公司類型； (iv) 家控工具或家族特定目的實體在香港的成立或登記日期(如適用)； (v) 家控工具或家族特定目的實體的擁有權權益；及 (vi) 家控工具或家族特定目的實體擁有的獲許投資資產。
30. 檢查附件 1 所載具資格單一家族辦公室及家控工具或家族特定目的實體的名稱，及家控工具或家族特定目的實體的公司類型與[證明文件，例如：公司註冊證書]是否相符。	30. 我們發現附件 1 所載具資格單一家族辦公室及家控工具或家族特定目的實體的名稱，及家控工具或家族特定目的實體的公司類型與[證明文件，例如：公司註冊證書]相符。



程序	工作結果
31. 從申請人取得[顯示家控工具或家族特定目的實體，在[相應周年內]由申請人全資擁有的相關證明文件，例如：信託聲明書]，並檢查該家控工具或家族特定目的實體在[相應周年內]是否由申請人全資擁有。	31. 我們從申請人取得了[顯示家控工具或家族特定目的實體由申請人全資擁有的相關證明文件，例如：信託聲明書]，並發現該家控工具或家族特定目的實體在[相應周年內]由申請人全資擁有。
32. 從申請人取得家控工具或家族特定目的實體截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將附件 1 所載獲許投資資產與經審計財務報表中所載獲許投資資產進行比較。	32. 我們從申請人取得了家控工具或家族特定目的實體截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將附件 1 所載獲許投資資產與經審計財務報表中所載獲許投資資產進行比較，及發現它們相符。
33. 從申請人取得由具資格單一家族辦公室管理的所有家控工具截至[日期]止年度的經審計合併財務報表（或經審閱的合併財務報表，如適用）的副本，並檢查經審計合併財務報表所載資產淨值是否不少於 2.4 億港元。	33. 我們從申請人取得了由具資格單一家族辦公室管理的所有家控工具截至[日期]止年度的經審計合併財務報表（或經審閱的合併財務報表，如適用）的副本，並發現經審計合併財務報表所載資產淨值不少於 2.4 億港元。
34. 從申請人取得家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），在[相應周年內]的全職員工名單。	34. 我們從申請人取得了附在附件 2 中的家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），在[相應周年內]的全職員工名單。
35. 對於附件 2 中列出的每位員工，取得家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行），涵蓋附件 2 的相應周年內，提交給稅務局的僱主報稅表。	35. 我們取得了[家控工具或相應的具資格單一家族辦公室（適用於家控工具的活動外判予具資格單一家族辦公室進行）的名稱]，涵蓋課稅年度[20xx年四月]至[20xx年三月]，提交給稅務局的僱主報稅表。
36. 對於附件 2 中列出的每位員工，針對每個評稅基期，將其僱主名稱、職位及僱傭期間與在程序 35 中取得的提交給稅務局的相應僱主報稅表進行核對。	36. 對於附件 2 中列出的每位員工，針對每個評稅基期，我們發現其僱主名稱、職位及僱傭期間與在程序 35 中取得的提交給稅務局的相應僱主報稅表相符[，除了有以下例外：請列出例外情況（如有）]。
37. 識別附件 2 中未包含在程序 35 中取得的提交給稅務局的僱主報稅表的期間。 對於所識別的期間，檢查附件 2 中每位員工的僱主名稱及職位，並將其與僱主的相應薪資報告進行核對。	37. 我們發現附件 2 中的一定期間（請列出 [年月]至[年月]）未包含在程序 35 中取得的提交給稅務局的僱主報稅表中。 對於附件 2 中列出的每位員工，我們發現其僱主名稱及職位與[家控工具的名稱]的[請列出[年月]]薪資報告相符[，除了有以下例外：請列出例外情況（如有）]。



程序	工作結果
38. 檢查附件 2 中列出的全職員工人數是否不少於兩名。	38. 我們發現附件 2 中列出的全職員工人數不少於兩名。
39. 從申請人取得截至[日期]止年度的營運開支清單，並將營運開支清單中列出的營運開支的性質及金額與在程序 32 中取得的家控工具的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較。 或 <i>適用於家控工具的活動外判予具資格單一家族辦公室進行</i> 從申請人取得截至[日期]止年度的營運開支清單，及具資格單一家族辦公室截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將營運開支清單中列出的營運開支的性質及金額與具資格單一家族辦公室的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較。	39. 我們從申請人取得了附在附件 3 中的截至[日期]止年度的營運開支清單，並將附件 3 中列出的營運開支的性質及金額與在程序 32 中取得的家控工具的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較，及發現它們相符。 或 <i>適用於家控工具的活動外判予具資格單一家族辦公室進行</i> 我們從申請人取得了附在附件 3 中的截至[日期]止年度的營運開支清單，及具資格單一家族辦公室截至[日期]止年度的經審計財務報表（或經審閱的財務報表，如適用）的副本，並將附件 3 中列出的營運開支的性質及金額與具資格單一家族辦公室的經審計財務報表（或經審閱的財務報表，如適用）中列出的營運開支的性質及金額進行比較，及發現它們相符。
40. 檢查附件 3 中列出的營運開支的金額是否不少於 200 萬港元。	40. 我們發現附件 3 中列出的營運開支的金額不少於 200 萬港元。

XYZ 公司

執業會計師

[執業會計師報告日期]

[執業會計師地址]

APPENDIX 4 Net Assets Statement¹⁵ in Relation to Application under the New Capital Investment Entrant Scheme

淨資產審查網上申請的參考編號 (如有)
Transaction Reference Number of Online Application
for Net Asset Assessment (if any)

I	H	K																	
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在淨資產審查申請前六個月的個人淨資產

Personal Net Assets in the Six Months Preceding the Application for Net Asset Assessment

在 _____ (月/年) (填報此報表的月份) 的淨資產

Net assets in _____ (MM/YYYY) (month in which this statement is completed)

請參閱計劃規則第 4.2 及 4.4 段。申請人必須附上由《會計及財務匯報局條例》所界定的執業會計師所簽發的履行規定文件以及當中所列的所有證明文件。
Please refer to paragraphs 4.2 and 4.4 of the Scheme Rules. An Applicant must enclose the Fulfillment document issued by a Certified Public Accountant (“CPA”) (Practising) as defined in the Accounting and Financial Reporting Council Ordinance and all relevant supporting documents stated therein.

如本報表內的資產為共同擁有，該共同擁有者須為計劃規則第 1.15 段中所指的申請人家庭成員。

If the asset(s) in this statement are jointly owned, such joint owner(s) must be the Applicant’s family member(s) as stated in paragraph 1.15 of the Scheme Rules.

(A) 存款 Deposits

種類 Type	金融機構名稱及資產詳細項目 Name of financial institution and description of assets	戶口號碼 Account no.	所屬淨值 Entitled Net value			
			註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
儲蓄/往來戶口 Savings/current account						
定期存款 Time/fixed deposit						
(a)小計 Sub-total			港幣 HK\$			

(B) 房地產 Real estate

詳細項目及 購買日期 (日/月/年) Description and date of purchase (dd/mm/yyyy)	註明貨幣及 按揭金額 (如有)Specify currency and mortgage amount (if any)	扣除按揭金額後的所屬淨值 Entitled Net value less mortgage			
		註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
(b)小計 Sub-total		港幣 HK\$			

¹⁵ Source: InvestHK

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date _____

申請人簽署 Signature of applicant _____

(C) 其他資產(例如股票或債務證券) Other assets (e.g. equities or debt securities)					
詳細項目 Description	數量 Quantity	所屬淨值 Entitled Net value			
		註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
(c)小計 Sub-total		港幣 HK\$			
註：為依據淨資產規定進行計算，資產如非在公共交易所買賣，申請人須把有關資產證明連同由估值師發出並獲執業會計師接納的估值報告一併夾附在履行規定文件內，該等資產方可獲接納並僅供用於淨資產審查。 Note: For the purpose of the calculation of Net Asset Requirement, assets not traded on a public exchange can be accepted solely for the purpose of Net Asset Assessment only if the proof of assets is accompanied with a written valuation report from a valuer acceptable to a CPA (Practising) and included in the Fulfillment document.					
(D) 個人債務(不包括上述(B)部分的按揭) Personal liabilities/debt (excluding mortgage under (B) above)					
☐ 我沒有任何有關上述資產的債務。 I have no personal liabilities/debts on the above assets. ☐ 有關我上述資產的債務如下。 My personal liabilities/debts on the above assets are stated below.					
詳細項目 Description	所屬債務 Entitled Liabilities/debt				
	註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔債務 Share of liabilities/debts	港幣等值 HK\$ equivalent	
(d)小計 Sub-total		港幣 HK\$			
(E) 個人淨資產 Net personal assets		總淨值 Total Net value			
總淨資產 Total Net assets: (a) + (b) + (c) – (d)		港幣 HK\$			

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date _____

申請人簽署 Signature of applicant _____

在 _____ (月/年) (填報此報表的前六個月) 的淨資產
Net assets in _____ (MM/YYYY) (Six months before this statement is completed)

(A) 存款 Deposits						
種類 Type	金融機構名稱及資產詳細項目 Name of financial institution and description of assets	戶口號碼 Account no.	所屬淨值 Entitled Net value			
			註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
儲蓄/往來戶口 Savings/current account						
定期存款 Time/fixed deposit						
(a)小計 Sub-total			港幣 HK\$			

(B) 房地產 Real estate					
詳細項目及 購買日期 (日/月/年) Description and date of purchase (dd/mm/yyyy)	註明貨幣及 按揭金額 (如有) Specify currency and mortgage amount (if any)	扣除按揭金額後的所屬淨值 Entitled Net value less mortgage			
		註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
(b)小計 Sub-total		港幣 HK\$			

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date _____

申請人簽署 Signature of applicant _____

(C) 其他資產(例如股票或債務證券) Other assets (e.g. equities or debt securities)					
詳細項目 Description	數量 Quantity	所屬淨值 Entitled Net value			
		註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔價值 Share of value	港幣等值 HK\$ equivalent
(c)小計 Sub-total		港幣 HK\$			
註：為依據淨資產規定進行計算，資產如非在公共交易所買賣，申請人須把有關資產證明連同由估值師發出並獲執業會計師接納的估值報告一併夾附在履行規定文件內，該等資產方可獲接納並僅供用於淨資產審查。 Note: For the purpose of the calculation of Net Asset Requirement, assets not traded on a public exchange can be accepted solely for the purpose of Net Asset Assessment only if the proof of assets is accompanied with a written valuation report from a valuer acceptable to a CPA (Practising) and included in the Fulfillment document.					
(D) 個人債務(不包括上述(B)部分的按揭) Personal liabilities/debt (excluding mortgage under (B) above)					
☐ 我沒有任何有關上述資產的債務。 I have no personal liabilities/debts on the above assets. ☐ 有關我上述資產的債務如下。 My personal liabilities/debts on the above assets are stated below.					
詳細項目 Description	所屬債務 Entitled Liabilities/debt				
	註明貨幣及價值 Specify currency and value	所佔比率 Percentage of ownership	所佔債務 Share of liabilities/debts	港幣等值 HK\$ equivalent	
(d)小計 Sub-total		港幣 HK\$			
(E) 個人淨資產 Net personal assets		總淨值 Total Net value			
總淨資產 Total Net assets: (a) + (b) + (c) – (d)		港幣 HK\$			

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

APPENDIX 5

Permissible Investment Assets Statement¹⁵ in Relation to Application under
the New Capital Investment Entrant Scheme

新資本投資者入境計劃（新計劃）申請編號（如有）

New Capital Investment Entrant Scheme (New CIES)

Application Reference Number (if any)

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在 _____ (月/年) (填報此報表的月份) 的獲許投資資產

Permissible investment assets in _____ (MM/YYYY) (month in which this statement is completed)

請參閱計劃規則第 4.6 及 5 段。申請人必須附上由《會計及財務匯報局條例》所界定的執業會計師所簽發的履行規定文件以及當中所列的所有證明文件。
Please refer to paragraphs 4.6 and 5 of the Scheme Rules. An Applicant must enclose the Fulfillment document issued by a Certified Public Accountant (“CPA”) (Practising) as defined in the Accounting and Financial Reporting Council Ordinance and all relevant supporting documents stated therein.

本報表內的資產須為計劃規則第 5 段中所指的獲許投資資產。
The asset(s) in this statement must be Permissible investment assets as stated in paragraph 5 of the Scheme Rules.

如資產由控股公司持有，該控股公司須符合計劃規則第 1.11 段中所指的所有條件。
If the asset(s) are held by a Holding Company, the Holding Company concerned must fulfill all the conditions as stated in paragraph 1.11 of the Scheme Rules.

1. 獲許金融資產 Permissible Financial Assets					
類別 Type	詳細項目 Description	數量 Quantity	購買日期 (日/月/年) Date of purchase (dd/mm/yyyy)	投資款額 Amount invested	
				註明貨幣及價值 specify currency and value	港幣等值 HK\$ equivalent
☐ 股票 Equities					
☐ 債務證券 Debt securities					
☐ 存款證 Certificates of deposits 請註明到期日(日/月/年)。 Please specify maturity date dd/mm/yyyy).					
☐ 後償債項 Subordinated debt					

註：存款證的投資金額以港幣三百萬元為上限，超出的投資金額將不獲計算入新計劃的投資規定。
Note: The investment amount of the certificates of deposits is subject to a cap of HK\$3 million. The exceeding amount invested will not be taken into consideration under the Investment Requirements of the New CIES.

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date _____

申請人簽署 Signature of applicant _____

IHK-CIES02 申請表格獲許投資資產報表
Permissible Investment Assets Statement for IHK-CIES02 Application Form

類別 Type	詳細項目 Description	數量 Quantity	購買日期 (日/月/年) Date of purchase (dd/mm/yyyy)	投資款額 Amount invested	
				註明貨幣及價值 specify currency and value	港幣等值 HK\$ equivalent
☐ 證券及期貨事務監察委員會(證監會)認可基金 Securities and Futures Commission("SFC")-authorised funds					
☐ 證監會認可房地產投資信託基金 SFC-authorised real estate investment trusts					
☐ 證監會認可投資相連壽險計劃 SFC-authorised investment-linked assurance schemes					
☐ 公眾開放式基金型公司 Public open-ended funds companies ("OFCs")					
☐ 私人開放式基金型公司 Private OFCs@					
☐ 公眾有限合夥基金擁有權權益 Ownership interest in public limited partnership funds ("LPFs")					
☐ 私人有限合夥基金擁有權權益 Ownership interest in private LPFs@					
@註：私人開放式基金型公司和私人有限合夥基金是指並無獲得證監會認可向公眾發售的開放式基金型公司和有限合夥基金，而該等開放式基金型公司和有限合夥基金的發售符合《證券及期貨條例》第 103 條下的豁免範圍，例如只向專業投資者作出的發售。私人開放式基金型公司及私人有限合夥基金擁有權權益的總投資金額以港幣一千萬元為上限，超出的投資金額將不獲計算入新計劃的投資規定。 @Note: Private OFCs and private LPFs refer to those OFCs and LPFs which are not authorised by the SFC for offering to the public and the offer of which falls within an exemption under Section 103 of the Securities and Futures Ordinance, e.g. offers made only to professional investors. The total investment amount in private OFCs and ownership interest in private LPFs is subject to an aggregate cap of HK\$10 million. The exceeding amount invested will not be taken into consideration under the Investment Requirements of the New CIES.				(1) 獲許金融資產 投資總額 (港幣等值) Total investment value in Permissible financial assets (HK\$ equivalent)	

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date _____

申請人簽署 Signature of applicant _____

2. 房地產 Real Estate [∞]

類別 Type	地址 Address	完成購買日期 (日/月/年) Date of completion of purchase (dd/mm/yyyy)	地產成交價格 (港幣) Transaction price of real estate (in HK\$)	按揭額 (港幣)(如有) Amount of mortgage (in HK\$)(if any)	投資款額 (港幣) Amount invested (in HK\$)
☐ 非住宅 房地產 Non- residential real estate					
☐ 住宅 房地產 Residential real estate ^					

∞ 註：房地產須由申請人／投資者以其本人名義擁有，或由其名下的獨資企業或其擔任唯一股東的公司擁有。房地產獲計入符合最低投資門檻的要求的總投資上限為 1,000 萬港元。非住宅房地產及住宅房地產分別指根據《印花稅條例》（香港法例第 117 章）第 29A 條所界定的“非住宅物業”及“住宅物業”。

∞ Note: The real estate should be held in the own name of the applicant or through a sole proprietorship under his name, or through a company of which the applicant being the sole shareholder. The total investment amount in real estate which is counted towards the fulfillment of minimum investment threshold is subject to an aggregate cap of HK\$10 million. Non-residential and residential real estate means “non-residential property” and “residential property” as defined in section 29A of the Stamp Duty Ordinance (Cap. 117 of the Laws of Hong Kong) respectively.

^ 註：在香港的住宅房地產（包括樓花及部分用作住宅用途的多用途房地產），投資於該單一物業的成交價須為 5,000 萬港元或以上。購入該住宅物業的完成日期須為 2024 年 10 月 16 日或之後。“完成日期”指完成交易的付款日期，如款項並非一次過支付，則指最後一次付款的日期。申請人會在完成日期當日被視為已作出房地產的投資。

^ Note: For residential real estate (including pre-completion property and multi-purpose real estate partly for residential purposes) in Hong Kong, the investment must be made in one single property with transaction price of HK\$50 million or above. The date of completion of the purchase of the residential property should be on or after 16 October 2024. “Date of completion” means the date of payment on completion, or if payment is made by more than one instalment the date of payment of the last instalment. The Applicant will be regarded as having made the investment in the real estate on the date of completion.

(2)
房地產
投資總額
(港幣等值)
Total investment
value in **Real estate**
(HK\$ equivalent)

3. 資本投資者入境計劃投資組合 CIES Investment Portfolio

我已將港幣三百萬元現金存於以下我委聘的金融中介機構內的指定帳戶，以便日後投入資本投資者入境計劃投資組合。
I have deposited cash of **HK\$3 million** to the following designated account opened with my appointed financial intermediary for subsequent placing into the CIES Investment Portfolio.

金融中介機構名稱 Name of financial intermediary	帳戶號碼 Account no.	入帳日期(日/月/年) Date of deposit (dd/mm/yyyy)
(3) 資本投資者入境計劃投資組合 投資總額 Total investment value in CIES Investment Portfolio		港幣三百萬元 HK\$3 million
第(1)至(3)項獲許投資資產投資總額 (港幣等值) Total investment value in Permissible investment assets in items (1) to (3) (HK\$ equivalent)		

在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true.

日期 Date

申請人簽署 Signature of applicant

APPENDIX 6

新資本投資者入境計劃（新計劃）New Capital Investment Entrant Scheme (NCIES) 投資管理規定周年報表 Portfolio Maintenance Requirements (PMR) Anniversary Statement¹⁵

個人資料 Personal Particulars

申請人姓名 Name of Applicant	新計劃辦公室申請編號 NCIES Office Application Ref. No.
申請人簽署 Signature of Applicant	申請人簽署日期 Date of Applicant's Signature
	dd/mm/yyyy
周年期初日 (註1) Start date of anniversary period	周年期末日 End date of anniversary period
dd/mm/yyyy	dd/mm/yyyy

執業會計師資料 Certified Public Accountant (Practising) (CPA)'s Particulars

會計師事務所/會計師名稱 Name of CPA firm/CPA	會計師事務所/會計師註冊編號 Registration no. of CPA firm/CPA
聯絡人姓名 Name of contact person	聯絡人職銜 Post title of contact person
會計師電話號碼 Telephone Number of CPA	會計師電郵 Email address of CPA

履行規定文件簽發日期
Date of issue of the Fulfillment document

dd/mm/yyyy

15 Source: InvestHK

註 1:	於首個周年，申請人須填寫獲入境事務處給予正式批准的日子、月份及年份。於其後周年，申請人須填寫獲正式批准的日子和月份，以及後續周年的年份。
Note	For the first anniversary period, an applicant is required to input the DAY, MONTH, and YEAR of Formal Approval granted by the Immigration Department. For subsequent anniversary period, the applicant is required to input the DAY and MONTH of Formal Approval with the YEAR of subsequent anniversary period.
註 2:	申請人須向其執業會計師披露於周年內所有獲許金融資產、房地產及投資組合交易的相關詳情，並提供所有於投資管理規定周年申報參考指引提及的證明文件（包括但不限於獲許投資資產的購買出售證明、金融中介機構的文件、控股公司的證明文件），以便其根據申請人的投資管理規定周年報表出具履行規定文件。申請人向投資推廣署提交其履行規定文件及周年報表時， 無須 夾附以上證明文件，但申請人須備存該等文件直到完成新計劃後可以自由處置所有獲許投資資產時，投資推廣署會視乎情況要求提供有關文件作出審查。
Note	An applicant has to disclose all the relevant details of the transactions in relation to all of the Permissible financial assets, real estate and Capital Investment Entrant Scheme Investment Portfolio, and provide all the supporting documents mentioned in the Reference Guide for the Portfolio Maintenance Requirements Anniversary Submission (including the proof of purchase and sale of the Permissible investment assets, the documents of the financial intermediaries, and proof of Holding Company), to facilitate the issuance of Fulfillment document based on the Portfolio Maintenance Requirements Anniversary Statement. When an applicant submits the Fulfillment document and Anniversary Statement to Invest Hong Kong, there is no need to attach supporting documents in the submission but the documents have to be kept until the applicant is free to dispose of all the Permissible investment assets upon completion of the Scheme. The New CIES Office may request for these documents for review depending on the situation.

(I) 申請人聲明 Declaration of Applicant:

- (i) 就本人所知及所信，在本報表內所填報的資料均屬正確、完備和真實。
- (ii) 本人聲明，現時及自上次聲明日起(即申請投資規定審查日期/上一周年期末日)於金融中介機構開立的指定帳戶內的獲許金融資產、房地產(如有)及資本投資者入境計劃投資組合(投資組合)的300萬港元現金(如尚未投入投資組合)都是由本人擁有絕對實益。
- (iii) 本人聲明，本人已在交易表格中記錄了此周年內所有獲許金融資產及房地產交易的相關詳情，並已向執業會計師提供了所有證明文件，以便其為本人出具履行規定文件。
- (iv) 如我所投資的全部/部分獲許投資資產是由新資本投資者入境計劃的計劃規則第1.11段所定義的控股公司名義持有，該控股公司持續符合該段的所有條件，所有證明文件亦已向執業會計師提供。
- (v) 本人聲明任何再額外投資（如有）均由本人及／或以本人控股公司的銀行帳戶及私人金錢支付。
- (vi) 本人同意備存有關證明文件直到完成新計劃後，並於投資推廣署處理本報表時進行所需的調查時，會按要求再遞交有關的其他證明文件及資料。
- (vii) 本人授權向本人委託的機構，以及所有政策局、政府部門、公營及私營機構（包括在香港特別行政區境內或境外的），提供本人的資料以處理本申報。
- (viii) 本人授權所有政府部門或機構、其他半官方機構以及香港投資管理有限公司及其委任機構，向香港特別行政區政府投資推廣署提供為處理本次申報所需的任何記錄或資料。

- (ix) 本人明白在香港的任何投資純屬個人的決定和責任。香港特別行政區政府及投資推廣署署長毋須對本人根據新資本投資者入境計劃進行投資而蒙受任何損失負責。
- (x) 本人已閱讀及明白新資本投資者入境計劃的規則，並承諾如獲准以資本投資者身份在港逗留，一定會遵守新資本投資者入境計劃的規則。本人明白，如本人未能遵守新資本投資者入境計劃的規則，會使本人於新資本投資者入境計劃下所享有的權利受到終止。
- (i) I declare that the information given in this statement is correct, complete and true to the best of my knowledge and belief.
- (ii) I declare that I am and have remained since the date of my previous declaration (i.e. the date of application for assessment on Investment Requirements/end date of last anniversary period) the absolute beneficial owner of the Permissible financial assets in the designated account(s) maintained with the financial intermediary(ies), real estate (if any), and the cash of HK\$3 million for Capital Investment Entrant Scheme Investment Portfolio (CIES IP) if it has not yet been deposited into the CIES IP.
- (iii) I declare that I have recorded all the relevant details of transaction(s) of the Permissible financial assets and real estate in the Transactions Table for this anniversary period, and provided all the documentary evidence to the Certified Public Accountant (Practising) for the purpose to issue a Fulfillment Document for me.
- (iv) If all/part of the Permissible investment assets are held in the name of a Holding Company as defined in paragraph 1.11 of the Rules for the New Capital Investment Entrant Scheme, the Holding Company concerned continues to fulfill all the conditions stated therein and the documentary evidence has also been provided to the Certified Public Accountant (Practising).
- (v) I declare that the additional investment (if any) is/are paid out of my and/or my Holding Company's bank account and own monies.
- (vi) I agree to the keeping of relevant supporting documents until the completion of the Scheme, and consent to the making of any enquiries necessary for the processing of this submission. I will submit other supporting documents and relevant information as required by Invest Hong Kong.
- (vii) I consent to releasing my information to my appointed bodies, as well as any government bureaux, departments and any other public or private organisations inside or outside the Hong Kong Special Administrative Region ("HKSAR") for the purpose of processing of this submission.
- (viii) I authorise all government departments or authorities, other quasi-government organisations and the Hong Kong Investment Corporation Limited and its appointed organisations to release any record or information which Invest Hong Kong of the Government of the HKSAR may require for the processing of this submission.
- (ix) I understand that any investment in Hong Kong is and remains my sole decision and responsibility. The Government of the HKSAR and the Director-General of Investment Promotion shall not be liable for any loss on my investment pursuant to the New Capital Investment Entrant Scheme howsoever arising.
- (x) I have read and understood the Rules for the New Capital Investment Entrant Scheme and I hereby undertake to abide by them if permitted to remain in Hong Kong as an Entrant under the New Capital Investment Entrant Scheme. I understand that failure to comply with the Rules for the New Capital Investment Entrant Scheme will render my entitlement under the New Capital Investment Entrant Scheme being discontinued.

(A3) 資本投資者入境計劃投資組合 CIES IP	
金融中介機構 Financial Intermediary	狀況 Status

(B3) 資本投資者入境計劃投資組合 CIES IP	
金融中介機構 Financial Intermediary	狀況 Status

新計劃辦公室申請編號
NCIES Office Application Ref.
No.

[illegible]

註

(II) 獲許投資資產狀況	
註 1:	期初結餘： 就首個周年，請按獲新計劃辦公室審閱的獲許投資資產狀況提供期初結餘。就其後周年的期初結餘，請參考前一份投資管理規定周年報表的期末結餘。
註 2:	票面價值僅適用於以下獲許金融資產，包括債務證券、存款證及後償債項。
註 3:	期末結餘： 就獲許金融資產，請按金融中介機構的最新結單提供最接近周年期末日的市值。就房地產，請提供原購買價值扣除最接近周年期末日的未償還按揭。

(III) 獲許投資資產交易表格	
註 1:	申請人無須申報投入資本投資者入境計劃投資組合的相關交易；注入用以支付費用及收費的額外現金；以及提取來自獲許金融資產的現金股息/利息收入及來自房地產的租金收入。
註 2:	如果獲許投資資產是房地產，請填寫不適用。
註 3:	票面價值僅適用於以下獲許金融資產，包括債務證券、存款證及後償債項。
註 4:	剩餘資本指在購買房地產當日超出淨資本而又屬於申請人／投資者在該房地產中持有的資本的款項，申請人／投資者於其後可按其意願而使用，不會因此喪失根據本計劃所享有的權利。申請人／投資者／控股公司可選擇投入剩餘資本，購買價值超過1,000萬港元淨值的房地產。 剩餘資本計算公式： 剩餘資本 = (1) 該房地產的購買淨值（即淨購入價 - 未償還按揭） - (2) 房地產類別投資上限餘額 在處置或變賣該房地產之前，剩餘資本的金額可增加或減少，以配合該房地產按揭貸款的本金額因償還本金或額外借貸而出現的增減。不過，增加的剩餘資本與未償還按揭貸款的總和，不論何時，均不得超過購置該房地產時的剩餘資本與按揭貸款的總和。 申請人／投資者／控股公司可出售有關房地產並申請人／投資者繼續符合參加本計劃的資格，條件是出售該房地產所得的收益在扣除以下兩筆款項後，申請人／投資者／控股公司須全數投資於獲許投資資產： (1) 申請人／投資者不願用作再投資於獲許投資資產的全部或部分剩餘資本；以及 (2) 贖回該房地產未償還按揭（如有）所需的款項。 就房地產而言，請參閱計劃規則附件B的示例說明投資管理規定的運作。

Notes

(II) Position of Permissible Investment Assets	
Note 1:	Opening Balance: For the first anniversary period, please provide the opening balance according to the Permissible investment assets position as reviewed by NCIES Office. For the opening balance of the subsequent anniversary period, please make reference to the closing balance in the last Portfolio Maintenance Requirements Anniversary Statement.
Note 2:	Face value is only applicable to the following Permissible financial assets, including debt securities, certificates of deposits and subordinated debt.
Note 3:	Closing Balance: For Permissible financial assets, please provide the market value closest to the end date of the anniversary period according to the latest statements from the financial intermediary(ies). As regards real estate, please provide the original acquisition value deducting outstanding mortgage closest to the end date of the anniversary period.
(III) Transactions Table of Permissible Investment Assets	
Note 1:	There is no need to report transactions related to CIES IP subscription, injection of spare cash for fees and charges, and withdrawal of cash dividend/interest income arising directly from the Permissible financial assets as well as rental income arising directly from real estate.
Note 2:	If the Permissible investment asset is real estate, please mark N/A.
Note 3:	Face value is only applicable to the following Permissible financial assets, including debt securities, certificates of deposits and subordinated debt.
Note 4:	Surplus Equity means the excess or surplus over the Net equity which is attributable to Applicant's/Entrant's equity in the real estate at the date of purchase that will be available to the Applicant/Entrant to make use of thereafter as he wishes without loss of entitlement under the Scheme. An Applicant/Entrant/Holding Company may choose to acquire real estate with a value of more than HK\$10 million Net by paying Surplus Equity. Formula of Surplus Equity: Surplus Equity = (1) Net acquisition value of such real estate (i.e. Net acquisition price - outstanding mortgage) - (2) Residual investment cap of real estate category The Surplus Equity may be increased or decreased by the amount by which the capital amount of the mortgage debt on real estate under the Scheme is reduced or increased by repayments or additional borrowing of capital prior to disposal or realisation of that real estate. However, the sum of the increased Surplus Equity and the amount of any outstanding mortgage debt at any one time may not exceed the sum of the Surplus Equity and the mortgage debt at the time of purchase of that real estate. The Applicant/Entrant/Holding Company may sell the real estate and the Applicant/Entrant would continue to qualify under the Scheme if the Applicant/Entrant invests the entire proceeds arising from the sale after deducting: (1) the whole or part of the Surplus Equity paid in Permissible investment assets to the extent the Applicant/Entrant/Holding Company wishes not to reinvest that Surplus Equity; and (2) the amount required to redeem the outstanding mortgage (if any) charged on that real estate. Please refer to Annex B of the Scheme Rules for examples of the operation of the Portfolio Maintenance Requirements in respect of real estate.

- 註 5:
- (A) 指不包括費用、獎勵（以及扣除房地產的按揭和剩餘資本）及已考慮適用的投資上限後，於新計劃下購買/（出售）的港幣投資價值。
- (B) 可以使用結單上顯示的實際貨幣匯率。如未有提供，可參考香港金融管理局或香港銀行公會網站就交易當日所列的匯率。
- (C) 出售或變賣資產所得的現金市值收益，必須全數再投資。
- (D) 下列獲許投資資產類別設有投資上限：
存款證（上限為300萬港元）、私人開放式基金公司及私人有限合夥基金的擁有權權益（總上限為1000萬港元）、以及非住宅及住宅房地產（總上限為1000萬港元）。
- 投資上限餘額計算公式：
投資上限餘額 = (1) 該類別獲許投資資產的投資上限 - (2) 該類別獲許投資資產已使用的投資上限（以購買淨值計算）[註：若結果等於或少於零即該類別的投資限額已耗盡]
- 若投資上限適用於再投資的資產，該再投資的資產可計入的價值應為(1)再投資資產的購買價值，或(2)可使用的投資上限餘額，以較低者為準。
- (E) 若變賣房地產，出售該房地產所得的收益（扣除按揭及剩餘資本）須全數再投資。
- 註 6: 請記錄變賣/再投資中的不合規事件（如有），例如再投資於非合資格的資產（計劃規則第5段）、再投資價值超出投資上限（計劃規則第5.1及5.2段）、再投資未有符合轉換時限（計劃規則第8.2段），並提供解釋/補救措施及相關文件。
- 註 7: 為符合投資管理規定的要求，周年內的累計交易價值不應低於零。否則，請在履行規定文件中補充說明。

- Note 5:
- (A) Refers to the purchase/(sale) value of investments in Hong Kong dollars under the NCIES, after excluding fees, rewards (and deducting mortgage and surplus equity of real estate) and taking into account the applicable investment cap.
- (B) The actual currency exchange rate as shown on the statement can be adopted. If it is not available, reference can be made to the exchange rate as listed on the websites of Hong Kong Monetary Authority or Hong Kong Association of Banks in respect of the transaction date.
- (C) Entire proceeds from the disposal or realisation at market value of the assets shall be reinvested.
- (D) There is investment cap on the following Permissible investment assets categories:
Certificates of deposits (cap of HK\$3 million), private open-ended fund companies and ownership interest in private limited partnership funds (aggregate cap of HK\$10 million), as well as non-residential and residential real estate (aggregate cap of HK\$10 million).
- Formula of residual investment cap:
Residual investment cap = (1) Investment cap of the permissible investment asset category - (2) Utilised investment cap by permissible investment asset(s) of the same category based on net acquisition value [Note: If the result is equal to or less than zero, the investment cap of that category has been exhausted]
- If an investment cap is applicable to the reinvested asset, the value of such reinvested asset which can be taken into account is the lower of (1) acquisition value of the reinvested asset or (2) residual investment cap available.
- (E) If real estate is realised, the entire sales proceeds (net of mortgage and surplus equity) shall be fully reinvested.
- Note 6: Please record the non-compliance incidents (if any) on the realisation/re-investment, e.g. re-investment of ineligible assets (paragraph 5 of the Scheme Rules), re-investment value exceeding investment cap (paragraph 5.1 and 5.2 of the Scheme Rules), re-investment out of switching timeframe (paragraph 8.2 of the Scheme Rules), and provide explanation/follow-up measures and relevant documents.
- Note 7: For compliance with the Portfolio Maintenance Requirements, the cumulative transaction value in the anniversary period must not be less than zero. Otherwise, please supplement the explanation in the Fulfillment document.



APPENDIX 7

淨資產審查參考指引

Reference Guide for Net Asset Assessment¹⁵

就各資產類別提交檢查的主要文件（正本/由申請人核證為真確的影印本）核對清單

Non-exhaustive checklist of the documents (originals/photocopies certified true by the applicant) to be inspected for different types of assets

註：就與家庭成員共同擁有的資產，申請人須提供能直接或間接證明該家庭成員能符合《計劃規則》第 1.15 段定義的文件。如未能提供，申請人亦可提供法定聲明，確認與該家庭成員的關係及解釋無法出示證明文件的原因。

Note: For assets jointly-owned with family member(s), the applicant is required to provide document which can directly or indirectly prove that such family member(s) complies with the definition as stated in paragraph 1.15 of the Scheme Rules. If it could not be provided, the applicant shall make a statutory declaration to confirm the relationship with such family member, and explain why the documentary proof could not be presented.

申請人絕對實益擁有的資產 類別 Type of assets to which the applicant is absolutely beneficially entitled	檢查的文件類別 Description of documents inspected	適用國家／地區 Country/ district applied
共同擁有的資產 Jointly-owned assets	1. 家庭樹圖 Family tree diagram 2. 出生證明 Birth certificate 3. 結婚證書 Marriage certificate 4. 戶籍族譜的有關部分 Relevant parts in household registration or genealogy 5. 公證文件 Notarised document 6. 其他能直接或間接證明該家庭成員能符合《計劃規則》第1.15段定義的文件 Other document which can directly or indirectly prove that the family member(s) complies with the definition as stated in paragraph 1.15 of the Scheme Rules	
存款 (如儲蓄、定期存款) Deposits (e.g. savings, time deposits)	1. 金融機構發出的帳戶月結單 / 存摺 Monthly statement of account/ passbook from the financial institution 2. 金融機構發出的證明信 Reference letter from the financial institution 3. 金融機構發出的存款證 Certificate of deposit from the financial institution	全部 All 全部 All 全部 All
證券、債券及基金 Securities, bonds and funds	1. 金融機構發出的投資帳戶月結單 Monthly statement of the investment account from the financial institution 2. 金融機構發出的證明信 Reference letter from the financial institution	全部 All 全部 All
保險保單 Insurance policy	1. 保險公司發出的合約 / 證明信 / 結單證明，以證明保單擁有權及退保價值 Contract/reference letter/statement from the insurance company showing policy ownership and surrender value	全部 All



房地產 Real estate	1. 註明房地產擁有權的土地註冊紀錄 Land registry record showing real estate ownership 2. 房地產權證（城市物業） Real estate ownership certificate (real estate in city) 3. 國有土地使用權證（鄉郊土地） National-owned land use permit (land in the countryside) 4. 按揭契據（如有） Mortgage deed (if any) 5. 獲香港執業會計師接納由估值師發出的估值報告 Written valuation report from a valuer acceptable to a Certified Public Accountant (Practising) in Hong Kong	全部 All 內地 Mainland 內地 Mainland 全部 All 全部 All
公司股份 Shares in company	1. 已遞交至公司註冊處的周年申報表 / 官方機構發出有關申請人的公司擁有權證明 Annual Return filed to the Companies Registry/the applicant's ownership proof from the official authority 2. 企業法人營業執照 Enterprise Legal Representative Business License 3. 驗資報告（如有） Capital verification report (if any) 4. 工商行政管理局列印的最新公司資料 Latest company information print-out from Administration for Industry and Commerce 5. 股票證書、職權證明書及公司註冊證明書 Share certificate, certificate of incumbency and certificate of corporation 6. 審計報告 / 管理帳目 Audit report/management account	香港 / 海外 HK/overseas 內地 Mainland 內地 Mainland 內地 Mainland 海外 Overseas 全部 All
上述如非在公共交易所買賣的資產或其他資產類別 Assets above not traded on a public exchange or other types of assets	1. 獲香港執業會計師接納由估值師發出的估值報告 Written valuation report from a valuer acceptable to a Certified Public Accountant (Practising) in Hong Kong 2. 可證明資產市值及申請人絕對實益擁有資產的文件 Documentary evidence in certifying the market value and the applicant's absolute beneficial entitlement on the assets	全部 All 全部 All

APPENDIX 8

投資規定審查 / 投資管理規定周年審查參考指引

Reference Guide for Assessment on Investment Requirements/ Portfolio Maintenance Requirements Anniversary Assessment¹⁵

就各獲許投資資產類別的主要文件（正本 / 由申請人核證為真確的影印本）核對清單

Non-exhaustive checklist of the documents (originals / photocopies certified true by the applicant) for different types of permissible investment assets

申請人絕對實益擁有的 獲許投資資產類別 Type of permissible investment assets to which the applicant is absolutely beneficially entitled	文件類別 Description of documents
股票、債務證券、存款證、 後償債項及 合資格集體投資計劃 Equities, debt securities, certificates of deposits, subordinated debt and eligible collective investment schemes	- 金融中介機構發出的成交單據 / 收據 / 結單，註明申請人 / 控股公司購買 / 出售 / 持有的款額及數量 / 面值 Contract note / receipt / statement issued by the financial intermediary showing the amount and quantity / face value purchased / sold / held by the applicant / holding company - 金融中介機構發出的證明信 Reference letter from the financial intermediary - 資料概要（如適用於該獲許投資資產，例如債務證券、存款證（包括到期日）、合資格集體投資計劃等） Fact sheet (if applicable to such permissible investment asset, e.g. debt securities, certificate of deposit (including maturity date), eligible collective investment schemes, etc.) - 獲許投資資產投資上限餘額計算表（適用於《計劃規則》第5.1(c)及5.1 (e)(iv)段所列設有投資上限的獲許投資資產）（僅用作投資管理規定周年申報）¹ Calculation schedule for the residual investment cap of the permissible investment assets (applicable to the permissible investment assets with investment cap as stated in paragraphs 5.1(c) and 5.1 (e)(iv) of the Scheme Rules) (for portfolio maintenance requirements anniversary submission only)¹
有限合夥基金的擁有權權益 Ownership interest in limited partnership funds	- 合夥協議 Partnership agreement - 審計報告 Audit report - 可證明申請人 / 控股公司購買 / 出售款額及數量的文件 Documentary evidence in certifying the amount and quantity purchased / sold by the applicant / holding company - 獲許投資資產投資上限餘額計算表（適用於《計劃規則》第5.1(f)段所列設有投資上限的獲許投資資產）（僅用作投資管理規定周年申報）¹ Calculation schedule for the residual investment cap of the permissible investment assets (applicable to the permissible investment assets with investment cap as stated in paragraph 5.1(f) of the Scheme Rules) (for portfolio maintenance requirements anniversary submission only)¹



房地產 Real estate	1. 註明房地產擁有權及成交價的土地註冊處紀錄 Land Registry record showing the ownership and transaction price of the real estate 2. 按揭契據 / 顯示未償還按揭的結單 Mortgage deed / statement showing the outstanding mortgage 3. 商業登記冊內資料的摘錄 (如房地產由申請人名下的獨資企業擁有) Extract of information on the Business Register (if the real estate is held through a sole proprietorship under the applicant's name) 4. 已遞交至公司註冊處的周年申報表 / 官方機構發出有關申請人的公司擁有權證明 (如房地產由申請人擔任唯一股東的公司擁有) Annual Return filed to the Companies Registry / the applicant's ownership proof from the official authority (if the real estate is held through a company of which the applicant is the sole shareholder) 5. 房地產投資上限餘額計算表 (請參閱《計劃規則》第5.2段) (僅用作投資管理規定周年申報)¹ Calculation schedule for the residual investment cap of the real estate (Please refer to paragraph 5.2 of the Scheme Rules) (for portfolio maintenance requirements anniversary submission only)¹ 6. 房地產剩餘資本計算表 (僅用作投資管理規定周年申報)² Calculation schedule for surplus equity of the real estate (for portfolio maintenance requirements anniversary submission only)²
資本投資者入境計劃投資組合 CIES Investment Portfolio	1. 註明申請人已將港幣三百萬元現金存妥的指定帳戶結單 / 證明信 (如尚未投入資本投資者入境計劃投資組合) Statement of the designated account / reference letter showing that the applicant has deposited cash of HK\$3 million (if yet to be placed into the CIES Investment Portfolio) 2. 申請人已將港幣三百萬元現金投入資本投資者入境計劃投資組合的結單 / 證明信 Statement / reference letter showing that the applicant has placed the cash of HK\$3 million into the CIES Investment Portfolio

由控股公司持有的 獲許投資資產 Permissible investment assets held by a Holding Company	1. 控股公司及其單一家族辦公室有關架構圖及股權結構圖 (顯示名稱、成立地點及日期、公司類型、所持資產及直接或間接持有的參股權益或股權比例) Organisation chart and ownership structure diagram of the Holding Company and its SFO (showing the name, place and date of incorporation, entity type, asset held and percentage of the participation interests / equity interests held directly or indirectly) 2. 有關控股公司的資料, 包括但不限於公司註冊證書、成員名冊、家控工具 (或具資格單一家族辦公室) 的全職員工名單、營運開支清單、僱主報稅表和薪資報告、家控工具經審計財務報表、由同一具資格單一家族辦公室管理的所有家控工具經審計合併財務報表、以及信託聲明書和委任受託人契約 (如有)等。 The information of the Holding Company, including but not limited to the certificate of incorporation, register of members, list of full-time employees, list of annual operating expenditure, employer's tax returns and payroll reports of FIHV (or Eligible SFO), audited financial statements of FIHV, consolidated financial statements of all FIHVs managed by the same Eligible SFO, declaration of trust and deed of appointment of trustee (if any) etc. 3. 由律師或相關專業人士發出的確認文件或同等文件, 證明控股公司符合《計劃規則》第1.11段的所有條件³ Confirmation from a lawyer or relevant professionals in Hong Kong certifying that the Holding Company fulfills all the conditions as stipulated in paragraph 1.11 of the Scheme Rules³ or equivalent
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註 Note:

1. 下列獲許投資資產類別設有投資上限:

存款證 (上限為 300 萬港元)、私人開放式基金型公司及私人有限合夥基金的擁有權權益 (總上限為 1000 萬港元)、以及非住宅及住宅房地產 (總上限為 1000 萬港元)。

投資上限餘額計算公式:

投資上限餘額 = (1) 該類獲許投資資產的投資上限 - (2) 該類獲許投資資產已使用的投資限額 (以購買淨值計算) [註: 若結果等於或少於零即該類別的投資限額已耗盡]

若投資上限適用於再投資的資產, 該再投資的資產可計入的價值應為(1)再投資資產的購買價值, 或(2)可使用的投資上限餘額, 以較低者為準。

There is investment cap on the following Permissible investment assets categories:

Certificates of deposits (cap of HK\$3 million), private open-ended fund companies and ownership interest in private limited partnership funds (aggregate cap of HK\$10 million), as well as non-residential and residential real estate (aggregate cap of HK\$10 million).

Formula of residual investment cap:

Residual investment cap = (1) Investment cap of the permissible investment asset category - (2) Utilised investment cap by permissible investment asset(s) of the same category based on net acquisition value [Note: If the result is equal to or less than zero, the investment cap of that category has been exhausted]

If an investment cap is applicable to the reinvested asset, the value of such reinvested asset which can be taken into account is the lower of (1) acquisition value of the reinvested asset or (2) residual investment cap available.

2. 剩餘資本指在購買房地產當日超出淨資本而又屬於申請人 / 投資者在該房地產中持有的資本的款項, 申請人 / 投資者於其後可按其意願而使用, 不會因此喪失根據本計劃所享有的權利。申請人 / 投資者 / 控股公司可選擇投入剩餘資本, 購買價值超過 1,000 萬港元淨值的房地產。



剩餘資本計算公式:

剩餘資本 = (1) 該房地產的購買淨值 (即淨購入價 - 未償還按揭) - (2) 房地產類別投資上限餘額

有關剩餘資本的定義和計算，請參閱計劃規則第 6.1(b)條和附件 B。

Surplus Equity means the excess or surplus over the Net equity which is attributable to Applicant's/Entrant's equity in the real estate at the date of purchase that will be available to the Applicant/Entrant to make use of thereafter as he wishes without loss of entitlement under the Scheme. An Applicant/Entrant/Holding Company may choose to acquire real estate with a value of more than HK\$10 million Net by paying Surplus Equity.

Formula of surplus equity:

Surplus Equity = (1) Net acquisition value of such real estate (i.e. Net purchase price - outstanding mortgage) - (2) Residual investment cap of real estate category

Please refer to paragraph 6.1(b) and Annex B of Scheme Rules for definition and calculation of Surplus Equity.

3. 根據《計劃規則》第 1.11 段，控股公司須於申請人提出投資規定審查之前六個月內，及申請人 / 投資者根據本計劃獲准留港的整段時間內 (如適用)，符合以下條件：

- (1) 在香港成立或登記；
- (2) 由申請人全資擁有；
- (3) 只持有獲許投資資產；
- (4) 須為家族投資控權工具 (家控工具) 或於家控工具下的家族特定目的實體，而該家控工具須在香港至少有兩名全職員工進行家控工具的活動及每年須在香港承付至少200萬港元的營運開支；及
- (5) 由申請人家族的具資格單一家族辦公室管理，該辦公室為該家族的家控工具管理根據《稅務條例》附表16C所指定的資產淨值總額須不少於2.4億港元。

According to paragraph 1.11 of the Scheme Rules, a Holding Company is required to fulfill the following conditions during the six months preceding the date the applicant lodges his application for assessment on Investment Requirements, and during the entire period of which the applicant/entrant is permitted to stay in Hong Kong under the Scheme (wherever applicable) –

- (1) incorporated or registered in Hong Kong;
- (2) wholly owned by the applicant;
- (3) only holds Permissible investment assets;
- (4) in the form of Family-owned Investment Holding Vehicle (FIHV), or Family-owned Special Purpose Entity under an FIHV, where the FIHV has at least two full-time employees in Hong Kong and incurs at least HK\$2 million operating expenditure annually in Hong Kong to carry out the activities of FIHV; and
- (5) managed by an Eligible Single Family Office (SFO) of applicant's family which manages assets specified under Schedule 16C to the Inland Revenue Ordinance for the FIHV(s) of the family with an aggregate Net asset value of not less than HK\$240 million.