# To: Insurance Authority (IA) [Fax No. (852) 3899 9993]

|  |  |
| --- | --- |
| **Name of Authorized Insurer:** |  |

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**Please fill in Part (A) and/or Part (B) where appropriate. Please read the Notes below before completing the form.**

## (A) Information Disclosure on IA’s Website : Change in Contact Details1

###### New/Delete3,4 Main Business Address in Hong Kong2:

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| --- |
|  |
|  |
| *(In English)* |

|  |
| --- |
|  |
|  |
| *(In Chinese)* |

|  |  |
| --- | --- |
| Add/Replace/Delete3,4,5 Telephone No.: |  |
| Add/Replace/Delete3,4,5 Fax No.: |  |

|  |  |
| --- | --- |
| Add/Replace/Delete3,4,5 E-mail Address: |  |
| New/Delete3,4 Official Website Address: |  |

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## (B) Receiving Circulars by Electronic Means : Change in E-mail Address

Please add/replace/delete3,4,5 the following e-mail address for receiving circulars:

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|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

 ( )

 Chief Executive/Director/Company Secretary4

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Person: |  | Tel. No.: |  |

**Notes**

1. Current record can be found on IA’s Website ([www.ia.org.hk](http://www.ia.org.hk)).
2. The main business address in Hong Kong provided in this form is for the sole purpose of enabling IA to publish such information on IA’s website. Authorized insurers, however, are required to notify IA separately in case of any changes in their Principal Place of Business in Hong Kong / Registered Office.
3. No update of information will be assumed if left blank.
4. Delete as appropriate.
5. If there is more than one Telephone No., Fax No., or E-mail Address in the current record, please specify which one is to be replaced / deleted.