



29 December 2025

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Index Reference:

**Courts: Practice & Procedure &
Judiciary**

CIRCULAR 25-843 (PA)

29 December 2025

**25-843 (PA) JUDICIARY
INTEGRATED CASE MANAGEMENT SYSTEM (“iCMS”)**

**Briefing-cum-hands-on-demonstration
on key functions of the High Court iCMS
for Law Firms in January to February 2026**

1. The Judiciary Administration is inviting member firms to its two briefing-cum-demonstration sessions on key functions of the High Court iCMS scheduled for January to February 2026. Two identical Briefing-cum-Demonstration sessions are now arranged on 27 January and 10 February 2026. Please click [here](#) for the programme details.
2. Members who are interested to participate in these sessions please complete and return a [Reply Slip](#) to the Judiciary Administration via email (e-registration@judiciary.hk) by **7 January 2026 (Wednesday)**.
3. For the above sessions, the Judiciary Administration
 - (a) suggests that each firm which is to participate be represented by at least one lawyer, preferably a more senior one if possible. He/she may be accompanied by one other person, including other lawyer, partner, consultant and/or paralegal, legal executive, clerk, secretary and other working level staff; and
 - (b) encourages participants to bring along a copy of their firm’s Business Registration Certificate and the authorization letter if possible, as they may consider submitting an application for registration of iCMS account right away after the session. Please click the [application form for registration of iCMS account](#) and [a sample of the authorization letter](#) for reference.



THE
LAW SOCIETY
OF HONG KONG
香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中 71 號
永安集團大廈 3 字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

4. Enquiries on the briefing-cum-demonstration sessions could be made direct to Ms Mandy Wong of the Judiciary Administration at 2477 1200 or the iCMS general hotline of the Judiciary Administration at 2477 1002.
5. It is the target of the Judiciary to make the use of the electronic litigation platform **mandatory** by all represented litigants by 2026. Members may wish to consider and plan ahead their resources deployment and training for their firms and staff.
6. More information on iCMS is available at the [Judiciary's dedicated website](#).



Index Reference :

General

CIRCULAR 25-844 (PA)

29 December 2025

25-844 (PA) HIGHER RIGHTS OF AUDIENCE (HRA) APPOINTMENT TO EXAMINING PANELS

Extended Deadline: 9 January 2026 (Repeat circular)

1. The Higher Rights Assessment Board (“the Board”) appoints Examining Panels for the purpose of conducting assessments of professional competence of applicants for higher rights of audience. For each assessment exercise, there are usually 2 panels, one for civil proceedings and one for criminal proceedings. Pursuant to Rule 17 of the Higher Rights of Audience Rules, each Examining Panel consists of four members. At least one member is selected from a list of not less than six solicitors submitted to the Board by the Council of the Law Society. A member of an Examining Panel holds office for a period of two years.
2. There are currently vacancies on the **Examining Panel (Civil)** and the **Examining Panel (Criminal)**. Members who would like to be considered for nomination to the Examining Panels and have a minimum of 10 years of practice experience in civil law and/or in criminal law should send their CVs to the Director of Practitioners Affairs at the Secretariat of the Law Society via email at: dpa@hklawsoc.org.hk marked "HRA Examining Panels" **on or before 9 January 2026**. Members should specify in their applications which Panel(s) they intend to apply for.
3. The Board indicates that if solicitor advocates wish to be considered for nomination to the panels, they should have obtained their higher rights of audience for over 5 years.
4. For members' information,
 - The Board usually conducts HRA assessments once a year. Assessments will take place over weekends. The tentative schedule for the coming round of assessments will be as follows:

<i>Criminal written examination</i>	<i>25 April 2026 (Saturday)</i>
<i>Civil written examination:</i>	<i>25 April 2026 (Saturday)</i>
<i>Criminal practical assessment:</i>	<i>9 or 16 May 2026 (Saturday)</i>
<i>Civil practical assessment:</i>	<i>9 and 16 May 2026 (Saturdays)</i>



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LAW SOCIETY
OF HONG KONG
香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中 71 號
永安集團大廈 3 字樓

TELEPHONE (電話) : (852) 2846 0500
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E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

- The Board will be able to pay honorariums to Panel members in respect of each formal assessment, that is, for examining the practical demonstrations by the candidates of their skills and advocacy coupled with their knowledge of practice and procedure, marking of the written examination papers of the candidates and preparing a report for the Board. The Board indicates that at this time, a sum of HK\$50,000 per Panel per assessment will be payable.

Note: The personal data provided in the CV submitted will be used for approval, appointment, and purposes relating to the co-option and appointment. By submitting your CV, you understand and agree that the Law Society may provide your personal data provided in the CV to relevant committees, Council and the Board for the aforesaid purposes.



Index Reference:

Wills & Probate Practice

CIRCULAR 25-845 (PA)

29 December 2025

25-845 (PA) PROBATE

Waiver of Application Fee for Will Searches — Tai Po Tragic Fire

1. To assist bereaved families with estate-related matters, the Council has resolved to grant a waiver of application fee for will searches specified in circular [21-478\(PA\)](#) where it is confirmed that the deceased persons passed away in the Tai Po tragic fire.
2. This waiver shall only apply to the following interested parties to the deceased persons:
 - (a) Executor(s);
 - (b) Administrator(s); and
 - (c) Beneficiary(ies).
3. To be eligible for this waiver, an application must be accompanied by a written confirmation by the firm as follows: “To the best of our knowledge, information and belief, the person named as the deceased person is a victim of the Tai Po Tragic Fire that broke out on 26 November 2025.” Members should refer to this circular in the applications.
4. Please refer to circular [21-478\(PA\)](#) for details of Will Search application.
5. For will searches on deceased persons passed away in the Tai Po tragic fire, members should note that the completed application form and all relevant documents should be submitted to the Law Society **without** the requisite application fee. Should it be subsequently determined that the application does not qualify for this waiver, firms will be requested to provide the requisite application fee.
6. The Law Society reserves the full discretion in deciding whether the will search applications are eligible for this waiver of application fee.



Index Reference :

Law Society : General

CIRCULAR 25-846 (PA)

29 December 2025

**25-846 (PA) LAW SOCIETY OFFICE PREMISES –
CONFERENCE ROOM AND COFFEE CORNER
NAMING COMPETITION**

Deadline: 30 January 2026

1. The Law Society has successfully completed the acquisition of our new office premises on the 26th Floor of The Center, No. 99 Queen's Road Central, Hong Kong, on 1 December 2025. The new office premises will not only address our current space needs but also enhance operational efficiency and provide a dynamic, future-ready environment for members' professional engagement, collaboration and support.
2. The new office premises are now targeted to commence operation in the second quarter of 2026, which will enhance operational efficiency by centralising the Secretariat's functions and providing improved facilities. More importantly, they are designed as a purpose-built venue for the benefit of members. Part of the new premises will serve as a Law Society clubhouse, supporting members' use as well as Continuing Professional Development (CPD) and Risk Management Education (RME) courses, seminars, and meetings of the Law Society's more than 130 committees and working parties.
3. To mark this momentous occasion and to embed a sense of shared identity and heritage into the very fabric of our new premises, we are launching a special initiative. Members are warmly invited to participate in the Conference Room and Coffee Corner Naming Competition, and to help shape the character of these important shared spaces.
4. Details of the competition:

Eligibility:	Members (including Full Members, Foreign Registered Lawyers, Associate Members, Trainee Solicitors and Student Members) ("the Contestant")
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LAW SOCIETY
OF HONG KONG
香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中71號
永安集團大廈3字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

Submission:	<p>Each submission must comprise the following:</p> <ol style="list-style-type: none">1. A proposed name for an individual conference room and/or the coffee corner; OR2. A proposed naming “set” for conference room(s) and/or the coffee corner with a common theme (for example, Hong Kong landmarks or legal values), with up to 10 sample room names.3. All entries shall be in English.4. (Optional) A written description, not exceeding 100 words, outlining the concept behind the proposed name(s) and explaining their relevance and suitability for the new premises. <p>Submission can be made by completing the Submission Form.</p>
Deadline of submission:	5:45pm on 30 January 2026.
Remarks:	<ol style="list-style-type: none">1. Each Contestant may submit more than one entry.2. Upon receipt of the submission, each entry will be allotted with a number to ensure anonymous voting by the Judges.3. By making a submission, the Contestant shall be deemed to have agreed that copyright of the Name (if selected and where applicable) shall be vested with the Law Society.4. Credit will be given to the winning Contestant(s) in the Law Society Office Premises Conference Room and Coffee Corner Naming Competition.

5. For enquiries, please contact dsg@hklawsoc.org.hk.



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OF HONG KONG
香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中 71 號
永安集團大廈 3 字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

Index Reference :

**Law Society: Cessation of
Practice**

CIRCULAR 25-847 (COM)

29 December 2025

25-847 (COM) CESSATION OF PRACTICE (HONG KONG FIRM OF SOLICITORS)

Notice of Intention to Cease Practice Pursuant to Law Society Practice Direction D7

The following firms have filed a Notice of Intention to Cease Practice pursuant to the provisions of Law Society Practice Direction D7:

Firm Name	Date of Intended Cessation of Practice
AU MAN WAN & CO. (歐縵雲律師事務所)	1 January 2026
SWAINSTON SOLICITORS	1 January 2026



Index Reference :

Solicitors

CIRCULAR 25-848 (COM)

29 December 2025

25-848 (COM)) 2026 PRACTISING CERTIFICATES AND MEMBERSHIP CARDS (Repeat Circular)

1. Applications for 2026 practising certificates and membership have been processed by the Law Society.

SOLICITORS IN PRIVATE PRACTICE IN HONG KONG

2. Practising certificates and membership cards will be **available for collection at the Law Society office reception counter from Monday, 29 December 2025**. Collection hours are 9:00 a.m. to 1:00 p.m. and 2:00 p.m. to 5:45 p.m., Monday to Friday (except public holidays). Please note that the Law Society office will close at 4:00 p.m. on 31 December 2025.
3. Practising certificates and membership cards will be collated in one envelope addressed to the Senior Partner or Principal of the relevant firm. Representatives collecting the envelope are reminded to bring their **HKID card** and **company chop**.
4. Individual solicitors should first confirm with their respective firm before contacting the Law Society regarding the issuance of their practising certificates and membership cards. Solicitors who have recently changed firms should also confirm with their previous employers if their new firm has not received their practising certificates.

SOLICITORS NOT IN PRIVATE PRACTICE IN HONG KONG

5. Practising certificates and membership cards will be sent out by the Law Society by post on or about Friday, 19 December 2025.

PRACTISING CERTIFICATES AND MEMBERSHIP CARDS

6. In respect of those applications received in December 2025 which cannot be processed before 1 January 2026, the practising certificates will bear the actual date of issue and will not be backdated.



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LAW SOCIETY
OF HONG KONG
香 港 律 師 會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中71號
永安集團大廈3字樓

TELEPHONE (電話) : (852) 2846 0500
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7. The new membership cards bear an expiry date of 31 December 2026. Solicitors are requested to destroy their old membership cards once they have expired.
8. For those solicitors who have never provided the Law Society with a photograph, the Law Society will not be able to print their new membership cards. If you wish to have your membership card printed, please send your photograph by email to pcrenewal@hklawsoc.org.hk. Please name the file using your full name and solicitor number (e.g. S000001_chantaiman.jpg). If you prefer to submit a hard copy (size: 3.8 cm x 5 cm or 1.5" x 2"), please write your full name and solicitor number on the back of the photograph.



Index Reference :

Law Society : General

CIRCULAR 25-849 (COM)

29 December 2025

25-849 (COM) PANEL OF PROSECUTORS FOR SOLICITORS DISCIPLINARY TRIBUNAL PROCEEDINGS (Repeat Circular)

1. Members, preferably partners of a firm, with more than 10 years' post qualification experience are invited to apply for appointment to the Panel of Prosecutors for solicitors disciplinary tribunal proceedings ("Panel of Prosecutors").
2. Applicants should have appropriate advocacy skills and relevant experience in criminal and civil cases, particularly prosecution experience.
3. The appointment to the Panel of Prosecutors will be made on an individual basis. Appointments will be for renewable periods of two years and successful applicants will be expected to continue acting in assigned cases until their conclusion despite expiry of the term.
4. Any conduct history and/or disciplinary records of the applicants will be disclosed to the Standing Committee on Compliance for the purpose of processing the applications.
5. Members who wish to be considered for appointment to the Panel of Prosecutors should send their written application together with a resume of their experience to the Director of Conduct **on or before 7 January 2026**.

A. Notes

The resume should consist of not more than 2 sides of A4 paper giving contact details and particulars of practice experience.

B. Personal Information Collection Statement

1. The personal data collected in the resume supplied by you and any conduct history and disciplinary records relating to you (collectively "the data") will be used by the Law Society of Hong Kong ("the Society") for the purposes of processing your application for appointment to the Panel of Prosecutors ("this Application") and related matters.



THE
LAW SOCIETY
OF HONG KONG
香 港 律 師 會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中71號
永安集團大廈3字樓

TELEPHONE (電話) : (852) 2846 0500
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2. In making this Application, it is obligatory for you to supply the Society with the data requested in this circular except as otherwise indicated. The consequence for you if you fail to supply such data is that the Society will not be able to process this Application.
3. The data may be provided to such persons within the Society whose proper business it is to have access to and assist in the processing of this Application. The data may also be provided to the members of the Standing Committee on Compliance to assess the merits of this Application and to such other persons who may help the Society in attaining the purposes above mentioned.
4. Any data that is provided to anyone outside of the Society will be restricted to what is necessary and not excessive to achieve any intended purpose.
5. You have the right to request access to and correction of the data. Any such request should be addressed to the Director of Conduct, the Law Society, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong.
6. The Privacy Policy Statement of the Society is available on its website at www.hklawsoc.org.hk.



Index Reference :

Courts: Practice & Procedure & Judiciary

CIRCULAR 25-850 (PA)

29 December 2025

25-850 (PA) FAMILY COURT

Duty Judges 29 December 2025 to 1 March 2026

1. The roster of Duty Judges in the Family Court for the period of **29 December 2025 to 1 March 2026** is as follows:-

Weeks in 2025 and 2026	Duty Judge
29 December to 4 January 2026	H.H. Judge G. Chan
5 January to 11 January 2026	H.H. Judge I. Wong
12 January to 18 January 2026	H.H. Judge S. Lo
19 January to 23 January 2026	H.H. Judge G. Own
24 January to 25 January 2026	D.D. Judge M. Leung
26 January to 1 February 2026	D.D. Judge J. Lee
2 February to 8 February 2026	H.H. Judge G. Chan
9 February to 15 February 2026	D.D. Judge R. So
16 February to 22 February 2026	H.H. Judge T. Kwan
23 February to 1 March 2026	D.D. Judge J. Lee

2. The Duty Judge can be contacted at mobile phone number 9137 9007 for urgent applications *after court hours*.
3. Members are advised that there could be last-minute changes to the above roster. On the other hand, the roster may not be made available by the Judiciary to the Law Society for publication in time. Members may wish to make inquiries with the Registrar direct to ascertain the duty judge on a particular day.
4. Circular 25-737 (PA) is deleted.



Index Reference:

Law Society: General

CIRCULAR 25-851 (PA)

29 December 2025

**25-851 (PA) MEMBERS' SURVEY ON
COURT WAITING TIME IN FAMILY COURT
PROCEEDINGS
(Repeat Circular)**

1. The Family Law Committee is conducting a survey on court waiting time in family court proceedings.
2. The information collected in this survey will be used by the relevant committees of the Law Society for the purposes of facilitating discussion on court waiting time in Family court and may be disclosed to external organisations.
3. Members are invited to take part in this survey. Please click [HERE](#) to complete the survey on or before 8 January 2026.
4. For enquiry, please contact us by email at adpa2@hklawsoc.org.hk.



Index Reference :

Law Society: General

CIRCULAR 25-852 (COM)

29 December 2025

25-852 (COM) STUDENT MEMBERSHIP RENEWAL 2026 (Repeat Circular)

1. As part of the Law Society's ("LSHK") ongoing efforts to enhance its services to members, LSHK has launched the online platform for student membership renewal at the end of 2024.
2. Paper forms are no longer available. Student members who are eligible and wish to renew their membership for 2026 are required to complete the online application by 31 December 2025.
3. The Council of LSHK has resolved that no subscription fee will be charged for student membership for 2026.
4. To facilitate completion of the application, certain fields in the online form have been pre-filled with the student member's information on record with LSHK. Student members are advised to review and verify the pre-filled information carefully.
5. Any student member who has enrolled in a new course since their last application must upload one of the following documents to the online platform:
 - (a) a confirmation letter issued by the institution; or
 - (b) a current student card from the institution showing (i) his/her status as a current law student and (ii) the course being attended.
6. If the online application is not completed by 31 December 2025 and the current 2025 student membership lapses without renewal, the LSHK email account assigned to the student member (name@member.hklawsoc.org.hk) will be terminated with effect from 1 January 2026. The account will be reactivated upon successful completion of the membership renewal.
7. For any queries, please contact the Registration Section by email at student@hklawsoc.org.hk.



Index Reference :

**Intellectual Property / Trade
Marks / Intellectual Property
Department**

CIRCULAR 25-853 (PA)

29 December 2025

25-853 (PA) INTELLECTUAL PROPERTY DEPARTMENT

**SUSPENSION OF ELECTRONIC SERVICES
IN JANUARY 2026**

1. The Intellectual Property Department (“IPD”) announced on 23 December 2025 that due to the infrastructure upgrade of its new integrated IT System, all IPD’s e-services including the E-Filing Service (<https://efiling.ipd.gov.hk>), Online Search Service (<https://esearch.ipd.gov.hk>) and Trade Mark Image Search Service (i.e. the Image Mark Finder (“iMF”) at <https://image-mark-finder.ipd.gov.hk>) will be suspended **from 21:00 on 23 January 2026 (Friday) to 03:00 on 27 January 2026 (Tuesday)** (“the suspension period”).
2. According to the IPD, during the suspension period, all forms and correspondences must be submitted in person at IPD’s Public Service Counter within the business hours on a business day, or by mail to 24/F, Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong.
3. For more details of the arrangements to be made by the Trade Marks Registry, Patents Registry and Designs Registry, please refer to the “[Notice on Suspension of Electronic Services](#)” posted on the IPD’s website.



29 December 2025

PROBATE

Enquiries From Solicitors On Wills, Codicils And Other Testamentary Dispositions

An enquiry has been received from solicitors as to the existence of a will, codicil or other testamentary disposition made by the following deceased persons. If you are holding the original or a copy of any of these documents, you are requested to contact the enquiring firm directly within 14 working days.

Members are reminded to exercise due care when responding to enquiries in order to avoid any breach of the duty of confidentiality which they owe to the testator or the testator's personal representatives.

Name of Deceased Person	Date of Death	Hong Kong Identity Card No (save as otherwise specified)	Enquiring Firm
TSOI SHUN TAI (蔡順泰)	01 March 2007	P566368(0)	LO STEPHEN & P.Y. TSE
LAM SHUK CHING (林淑靜)	Certified dead on 6 September 2023	P566324(9)	LO STEPHEN & P.Y. TSE
HO WING TONG (何永棠)	Discovery on 2 August 2025	P157747(A)	CHEUNG & CO., KELVIN
CHU CHIK KAM TERESA (朱織琴)	13 October 2022	E188593(A)	GALLANT
WONG CHUNG CHUEN (黃忠全)	28 December 2015	E276037(5)	GALLANT
ZHU BINGHUAN (朱炳煥)	21 April 2025	M242944(1)	LO & CO., PETER W.K.



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OF HONG KONG
香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中71號
永安集團大廈3字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

WONG CHI DIN (黃之殿)	12 April 2025	E138560(0)	YUNG, YU, YUEN & CO.
KWOK KA KUEN (郭家權)	17 August 2018	H148536(0)	YUNG, YU, YUEN & CO.
MOK BUN TAI (莫斌帶)	Certified dead on 19 July 2020	B351817(0)	LO, WONG & TSUI
CHENG HON MON (鄭漢模) Alias (郑汉模)	06 April 2022	B656527(7)	CHAN & ASSOCIATES
CHUN YIU FUN (秦堯芬) Alias (秦尧芬)	30 September 2017	B371224(4)	CHONG & CO., SOLOMON C.
TAI KIN FAI (戴建輝)	25 April 2024	H039661(5)	YEUNG TERRY & LAI
YU HO SANG (余何生)	05 December 2017	C376653(3)	TAM & CO., KENT
LAI CHUNG KAU (黎中校)	28 March 2025	A968594(7)	HAU V. & CHOW
TAM CHAN PANG (譚振鵬)	15 July 2015	B208581(5)	ROBINSONS, LAWYERS



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香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中 71 號
永安集團大廈 3 字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

NG LAI NUNG (伍麗濃)	Certified dead on 17 January 2016	B208582(3)	ROBINSONS, LAWYERS
YIP KWOK WAI (葉國偉)	02 May 1995	E299904(1)	HA AND HO
CHAN YUET KUEN (陳月娟)	09 November 2025	E586083(4)	LAU & CO., T.C.
CHOW LO SIU CHING (鄒盧少清) Alias LO SIU CHING (盧少清)	Discovery on 23 October 2025	A427432(9)	CHAK & ASSOCIATES LLP
YANG DALOU (楊大樓)	25 February 2020	H360065(5)	LIU ALVAN & PARTNERS
WONG SHUI TIM (王瑞添)	30 May 2013	E155368(6)	CHIANG ANTHONY & PARTNERS
CHAN YIM WAN (陳熾雲)	Certified dead on 22 January 2025	A607592(7)	STEVENSON, WONG & CO.
CHUANG CHIN HAN (莊金漢)	15 October 2025	D580231(9)	CHONG & CO., SOLOMON C.



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香港律師會

3/F WING ON HOUSE, 71 DES VOEUX ROAD
CENTRAL, HONG KONG DX-009100 CENTRAL 1
香港中環德輔道中71號
永安集團大廈3字樓

TELEPHONE (電話) : (852) 2846 0500
FACSIMILE (傳真) : (852) 2845 0387
E-MAIL (電子郵件) : sg@hklawsoc.org.hk
HOMEPAGE (網頁) : <http://www.hklawsoc.org.hk>

LUO TING (羅婷) Alias (罗婷)	Discovery on 1 May 2021	M748693(1) 及 港澳居民來往內地 通行證號碼 H60532683	AU BENJAMIN & BILLY CHAN, SOLICITORS
WONG KWONG KEI (王廣基)	Certified dead on 16 October 2012	E451387(1)	LAM RAYMOND & ASSOCIATES
CHU MING WAH (朱銘華)	26 January 2025	C566565(3)	YEUNG & CO., JACQUELINE M.H.
NG CHUI YING (吳翠盈)	18 April 2024	Y809809(1)	AU-YEUNG, CHAN & HO, SOLICITORS
MAK CHI (麥志)	05 October 2025	G251404(3)	LAU & CO, SOLICITORS
LUK FAI MAN (陸輝文) Alias (陆辉文)	18 August 2025	K750979(0)	CHEN & LEE LAW OFFICE
CHAN MAN LAI (陳敏麗)	10 November 2024	V013157(1)	KAN & CO., FRED
(郭冬)	11 September 2025	中華人民共和國居民 身份證號碼 440321192405050823	KAN & CO., FRED



THE
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LAM YAN HOI

(林恩海)

Alias

LAM YING HOI

(林英海)

01 April 1981

C173710

KONG BENNY & TSAI
LLP

OHARA YUKIO

18 June 2024

Japanese Passport No.
MU9471403

LEE ROBERT LAW
OFFICES