

REQUEST FOR CHANGE OF COMPANY NAME OF ACCREDITED FOREIGN RECRUITMENT AGENCY (FRA)

PAYMENT: 240.00HKD

PART A: Please submit the following:

1. Letter request addressed to the Labor Attache' informing about the change of NEW NAME of the Hong Kong Agency (FRA)
2. HK ID of the Owner/s or licensee/s with recent one (1) **2x2** photograph
3. New License To Operate bearing the NEW NAME of the Hong Kong Agency (FRA) (1 copy)
4. New Business Registration bearing the NEW NAME of the Hong Kong Agency (FRA) (1 copy)
5. Declaration of Assumption of Liability (1 original) **(notarized)**

CONSULATE REMARKS

PART B: Please COMPLETELY FILL OUT THE FOLLOWING:

| | |
|--|--|
| NAME OF NEW HONG KONG AGENCY | |
| HK ID OF THE LICENSE HOLDER | |
| CONTACT NUMBERS | |
| HK AGENCY OFFICE ADDRESS | |
| TELEPHONE NUMBER | |
| EMAIL ADDRESS | |
| NAME OF EXISTING PHILIPPINE PARTNER AGENCY | |

Direction: Please submit the following requirements according to the list. Make sure that each document is properly and completely accomplished. (example: name & signature of witnesses; date & place of signing; all signature of owner should be with agency chop).