

文件檢查表 Document Checklist

申請電子證書所需檔 Document required for the e-Cert application	電子證書 (機構) e-Cert (Organisational)	電子證書 (保密) e-Cert (Encipherment)	電子證書 (伺服器) e-Cert (Server)
已填妥申請表的各部份 Completed all relevant sections of this application form	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
每一授權用戶之香港身份證或護照副本 Copy of each Authorised User's HKID card or passport	<input type="checkbox"/> <input type="checkbox"/>	N.A.	N.A.
擁有伺服器網功能變數名稱證明文件的副本 Copy of document proving the ownership of the Server Domain Name	N.A.	N.A.	<input type="checkbox"/> <input type="checkbox"/>
如申請人為香港註冊的公司 If the Applicant is a company registered in Hong Kong :			
由稅務局發出之商業登記證副本 Copy of Business Registration Certificate issued by the Inland Revenue Department		<input type="checkbox"/> <input type="checkbox"/>	
由公司註冊處發出之公司註冊證 / 公司登記證副本 (適用於有限公司) Copy of Certificate of Incorporation / Certificate of Registration issued by the Companies Registry (applicable to limited companies)		<input type="checkbox"/> <input type="checkbox"/>	
已填妥、簽署及蓋章的授權書 (見第 C 部) A completed, signed and stamped Authorisation Letter (Section C)		<input type="checkbox"/> <input type="checkbox"/>	
如申請人為香港的法定團體 If the Applicant is a statutory body in Hong Kong :			
法定團體成立時所依據的法例副本 Copy of the ordinance(s) under which the statutory body was established		<input type="checkbox"/> <input type="checkbox"/>	
已填妥、簽署及蓋章的授權書 (見第 C 部) A completed, signed and stamped Authorisation Letter (Section C)		<input type="checkbox"/> <input type="checkbox"/>	
如申請人為香港特別行政區政府政策局或部門 If the Applicant is a bureau or department of the HK SAR Government :			
由部門秘書或同級職員簽署並具部門印章之授權便箋列明所委派的獲授權代表 A memo signed by the Departmental Secretary (or staff at equivalent rank) and endorsed with department chop designating the Authorised Representative		<input type="checkbox"/> <input type="checkbox"/>	

圖示 Legend : = 正本 Original = 副本 Copy N.A. = 不適用 Not applicable

注意事項 : 請在欄內方格加上「✓」號以示已附上該文件。
Note : Please put a "✓" in the box under each column to indicate that the document has been enclosed.