

Fee Schedule

Incorporation, company secretarial, accounting and tax support.

Hong Kong & Offshore · revised 6 October 2026

One dedicated contact. One team by your side. From company formation to ongoing company secretarial, accounting and tax support, we take care of the details so you can focus on your business.



One-stop execution

Incorporation, company secretarial and accounting handled under one roof.



HK compliance, done right

Fluent in the Companies Ordinance, IRD and Companies Registry.



Clear scope and pricing

Services and fees confirmed before proceeding.



Startup & virtual-asset ready

Practical support for fintech and virtual-asset structures.

WHY FOUNDERS CHOOSE IMSG

Clear scope. Agreed fees.

All amounts are in Hong Kong dollars. Prices reflect the standard scope; your written quote confirms the services, assumptions and any additional charges. Government and third-party fees are identified separately where applicable. This draft is for review and is not approved for publication.

- To get started, talk to the IMSG team.

◆ HONG KONG · INCORPORATION & ANNUAL SERVICES

STANDARD ELECTRONIC INCORPORATION

HK\$ **10,275**

New company · first year

Includes first-year company secretary, SCR designated representative, registered office and mail forwarding.

HK\$3,895 of the total is current government fees. Paper incorporation, where required: HK\$10,450. Accounting, audit, tax return preparation and bank charges are separate.

First-year breakdown

Incorporation services **HK\$6,250**
Documents, registers, chop set, certified bank copies and bank introduction letter.

Companies Registry electronic filing **HK\$1,545**

Business registration fee and levy **HK\$2,350**

Printing and photocopying **HK\$130**

Annual services · from year two

Company secretary **HK\$2,000**

SCR designated representative **HK\$1,000**
Eligible appointment required where SCR provisions apply; IMSG service available.

Registered office **HK\$1,500**
Our address optional; a Hong Kong registered office is required.

Mail forwarding **HK\$1,000**
If required; arrangements and delivery charges confirmed in quote.

Company secretary + SCR service: HK\$3,000. All four services separately: HK\$5,500. Current standard government renewal and annual-return fees: HK\$2,455, based on one-year business registration renewal and an on-time private-company annual return. Different certificate periods, exemptions, late filings and changed rates affect the amount.

◆ ANNUAL PACKAGES & TAX SERVICES

Annual packages · from year two

Basic	HK\$5,455
Company secretary and SCR designated representative. MSG HK\$3,000 + government HK\$2,455.	

Standard	HK\$7,455
Basic + registered office and mail forwarding. MSG HK\$5,000 + government HK\$2,455.	

Managed	From HK\$13,455
Standard + bookkeeping and management accounts, up to 250 transactions a year. MSG from HK\$11,000 + government HK\$2,455.	

Full	From HK\$17,455
Managed (up to 250 transactions) + annual tax representation, profits tax return and computation, employer's return up to five staff. Extra staff quoted. MSG from HK\$15,000 + government HK\$2,455.	

Statutory audit is excluded from every package. Extra transaction volume, historical work, complexity and services outside the stated scope are quoted separately.

Separately priced tax services

Annual company tax representation	HK\$4,800 / year
MSG appointment; completion and filing of profits tax return and computation, and employer's return up to five staff. Extra staff quoted.	

Profits tax return · business activity	HK\$2,500
Standard scope, confirmed on review.	

Profits tax return · dormant company	HK\$1,500
Company status and applicable scope reviewed before proceeding.	

Employer's return	From HK\$700
Scope and fee confirmed in quote.	

Individual tax return	From HK\$1,800
Scope and fee confirmed in quote.	

Annual representation includes MSG's appointment as tax representative. Separate filing fees cover only the agreed return work. We will confirm the appropriate appointment and filing scope in your quote.

◆ ACCOUNTING, ADVISORY & QUOTED SERVICES

Accounting and bookkeeping

Accounting and bookkeeping

From HK\$7,000 / year

Up to 250 transactions a year under the agreed counting method and reporting scope. Higher volume, historical work and complexity are quoted separately.

Independent statutory audit

Company with business activity

From HK\$8,000

Company that has not traded

From HK\$5,000

The independent auditor assesses the requirements and confirms their fee under a separate engagement. IMMSG prepares records and coordinates liaison. IMMSG preparation and coordination fees are separate unless expressly included. The auditor assesses applicable independence requirements.

Professional consultation

Advice matched to the matter and expertise required

HK\$2,500 / hour

One dedicated IMMSG contact coordinates appropriately qualified professionals.

Engage IMMSG within 30 days and the first-hour consultation fee is credited towards IMMSG service fees. No cash refund. Additional consultation time and third-party fees remain payable.

Offshore companies and re-domiciliation

BVI, Cayman and Marshall Islands incorporation and annual maintenance, and re-domiciliation, are quoted according to jurisdiction, structure and requirements. Professional, government and local-agent charges are identified in the quote. Tell us your intended activities, ownership, existing entities and deadlines.

◆ COMPANY SECRETARIAL · ONE-OFF SERVICES

One-off services are quoted in writing before work begins. Your quote identifies the scope, professional fees and applicable government or third-party charges.

Hong Kong companies

WRITTEN QUOTATION

Appointment or resignation of directors	Quoted
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Share transfers and allotments	Quoted
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Change of company name	Quoted
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Deregistration and company changes	Quoted
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Offshore companies

WRITTEN QUOTATION

Director, shareholder and register updates	Quoted
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Share transfers and allotments	Quoted
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Company-name changes and agent coordination	Quoted
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Annual reporting and local requirements	Quoted
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If the work changes, we explain the additional work and obtain agreement to the revised scope and fee before proceeding, subject to your engagement terms. Stamp duty, government fees and local-agent disbursements are identified in the quote.

◆ BEFORE YOU BEGIN · REQUIRED DOCUMENTS

Individual directors, shareholders and controllers

- ◆ Certified identity documents, as applicable.
- ◆ Certified residential address proof issued within the last three months.
- ◆ Preferred company name and an alternative.
- ◆ Shareholding structure and proposed capital.

Company information and corporate shareholders

- ◆ Corporate shareholder documents, registers and beneficial-owner details where relevant.
- ◆ Business description, registered office and proposed year end, if decided.
- ◆ Source-of-funds information if requested.
- ◆ Any existing records for transfer or handover.

Your contact confirms the documents required for your circumstances. If a document is unavailable, tell us. Bank approval and requests for additional information are decided by the bank or provider.

HOW TO PROCEED**1**

Complete the IMSG
Incorporation Instruction
Form.

2

Return it with certified
documents for all
directors and
shareholders.

3

We confirm scope, fees
and timing — and begin.

Let's work out your next step.

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