



To: Stamp Office Customers

STAMP OFFICE
e-Stamping Circular No. 1/2020
Enhancements to e-Stamping of Share Transfer Instruments

This circular announces that the e-Stamping of share transfer instruments will provide a new service for “Uploading Stamping Applications in Bulk” with the following features with effect from 29 August 2020:

1. Upload stamping applications of contract notes and instruments of transfers for listed shares in bulk;
2. Upload stamping applications of contract notes and instruments of transfer for unlisted shares in bulk; and
3. Upload stamping applications of contract notes for jobbing business in bulk.

Please refer to the Stamping Procedures and Explanatory Notes – e-Stamping of Share Transfer Instruments [U3/SOG/PN10A] for details.

The new “Upload Stamping Applications in Bulk” service not only provides an alternative approach to conventional stamping, but also facilitates user to submit stamping request for multiple share transfer instruments, with up to 5,000 instruments at one time via e-Stamping. You can easily submit such stamping request by uploading a data file containing details of all the instruments and settle the stamp duty by a single payment.

If you have any questions in connection with this circular, please contact us at 2594 3289.

Stamp Office
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