

General Requirements

Requirements of document format when submitting documents online

The followings are accepted for documents submitted online:

Image type: PDF

- Image resolution: 300dpi or above
- File size: 3 MB or below for each file

Image type: JPEG

- Image resolution: 300dpi or above
- File size: 3 MB or below for each file

Document type: DOC, DOCX, XLS or XLSX

- File size: 1 MB or below for each file

Note: Applicants can upload a maximum of 30 MB in 1 submission.

System requirements for using the online service

Operating Systems and Best View Web Browsers

Microsoft Windows XP

- Internet Explorer 7.0, 8.0 or 9.0
- Firefox 7.0 or 8.0

Microsoft Windows Vista / 7

- Internet Explorer 8.0 or 9.0
- Firefox 7.0 or 8.0

Mac OS 10.5

- Safari 5.0

Hong Kong Supplementary Character Set (HKSCS)

Click [here](#) for more details.

Adobe Reader

Please use Adobe Reader version 8.0 or above. If you need to input Chinese words, please install the Asian Font Packs for Adobe Reader.

Printer

Please install a printer if you want to print the acknowledgement immediately after the online submission. Otherwise, you can use the 'Save' function to save the acknowledgement and print it later.

Pop-up Blocker

Please make sure your web browser does not suppress pop-up windows. If common ad-blocking / pop-up blocking software is installed, please disable the pop-up blocking function temporarily in order to access this service.

JavaScript

You must enable the JavaScript.

Java

Please make sure you have installed Java Runtime Environment Version 6 if signing is required.

Microsoft Windows XP / Vista / 7

- Please click [here](#) for free download.

Mac OS 10.5

- Please click [here](#) for free download.

Cookie

Please make sure the web browser accepts Cookie.