

## Annual Renewal for 2023 For CPAs (practising), CPA Firms and Corporate Practices

The current registration of CPAs (practising), CPA firms and corporate practices will expire on 31 December 2022. A practising certificate holder (i.e. CPA (practising)), a CPA firm or a corporate practice may apply to the Accounting and Financial Reporting Council (“**AFRC**”) for renewal of its registration during **1 November – 15 December 2022**. Please note that:

- Renewal fees for 2023 are waived
- Renewal applications must be submitted online through the AFRC’s Online Application System
- Late submission of renewal application after 15 December 2022 will not be accepted.

The AFRC's Online Application System can be accessed by signing in to "[MyAccount](#)". Click [HERE](#) to activate your account and click [HERE](#) to view a video on “How to activate and login the AFRC’s Online Application System” if needed.

### Practising Certificate Holders

You are required to:

- (i) complete and submit the online renewal application form (sample form is available [HERE](#) for reference only); and
- (ii) ensure you have renewed your registration as a certified public accountant with the Hong Kong Institute of Certified Public Accountants (“**HKICPA**”).

### CPA Firms

You are required to:

- (i) complete and submit the online renewal application form (sample form is available [HERE](#) for reference only); and
- (ii) ensure all partners of your CPA firm have renewed their practising certificate with the AFRC and / or registration as a certified public accountant with the HKICPA.

### Corporate Practice

You are required to:

- (i) complete and submit the online renewal application form (sample form is available [HERE](#) for reference only);
- (ii) complete the amendment of the articles of association (“**AA**”) of your corporate practice according to the Model AA (1 October 2022) issued by the HKICPA; and
- (iii) ensure all member directors of your corporate practice have renewed their practising certificate with the AFRC and / or registration as a certified public accountant with the HKICPA.

Enquiries: By email to [registration@afrc.org.hk](mailto:registration@afrc.org.hk) or call +852 3586 7800