



Application for the Certificate of Adoptable Name of Association and Foundation

Applicant (name) _____ holder of (type of document) _____ number _____, (position) _____ of the following association/foundation, apply for the certificate of adoptable name.

1. New association/foundation

* Founder : _____ , type and no. of identification document _____
Founder : _____ , type and no. of identification document _____
Founder : _____ , type and no. of identification document _____
Founder : _____ , type and no. of identification document _____
Founder : _____ , type and no. of identification document _____

* (Provide at least two founders for the ease of going through nortarization formalities at the Public Notary Office.)

Chinese name : _____ Chinese abbreviated name : _____

Portuguese name : _____ Portuguese abbreviated name : _____

English name : _____ English abbreviated name : _____

Sector : Employer Labor Professional Charity Culture Education
 Sport Others _____

Attached documents :

• Identification documents of the applicant and founders • Draft constitution • Others (please specify) : _____

2. Changing name of registered association/foundation

Chinese/Portuguese name : _____

Registration number at DSI : _____

Name to be changed :

Chinese name : _____ Chinese abbreviated name : _____

Portuguese name : _____ Portuguese abbreviated name : _____

English name : _____ English abbreviated name : _____

Attached documents :

•Identification documents of the applicant •Amended constitution •Minute of the General Assembly to amend the constitution •Others (please specify) : _____

*Note: The application for changing association's name must be lodged by the president/director, otherwise, the applicant has to provide an authorization letter.

**Please note that, if the new name is approved, in accordance with the stipulations of Article 163 (3) of the Civil Code, which states that the resolution to amend the constitution is supported by the vote of at least three-fourth of attending members in the General Assembly, the association/foundation should hold the General Assembly timely and submit the meeting minute to DSI for follow-up.

This part is to be filled in by DSI officer:

Approved by

Handled by

Received by



澳門特別行政區
Governo da Região Administrativa Especial de Macau
身份證明局
Direcção dos Serviços de Identificação

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Contact number in Macao : _____

Contact person : _____

Language of communication : Chinese / Portuguese

Correspondence address : _____

If DSI needs to call the applicant on the application matter, the phone conversation will be recorded.

I do not agree to record the phone conversation. I request DSI to contact me by SMS or letter.

***Note: The personal information provided by the applicant is used for this application only. DSI may transfer the relevant personal information and application materials to other competent authorities for consulting their opinion. The applicant has the right by law to review, revise or update the personal information stored in DSI.

Stamp of Association

_____ Date

_____ *Applicant's signature

Please leave a stamp of the association on the form if you apply for changing the name of registered association/foundation.

Attached documents : (To be filled in by DSI officer)

- Photocopy of identification document : _____ (number of copies)
- Minute of meeting : _____ (number of pages)
- Draft constitution : _____ (number of pages)
- Authorization letter : _____ (number of copies)
- Declaration : _____ (number of copies)
- Others : _____