

## **Official Receiver's Office**

### **Introduction of Electronic Submission System (Public Portal)**

#### Content of Publicity video

- 1) The Official Receiver's Office has launched the Electronic Submission System, the ESS, to provide a public portal to facilitate electronic submission by bankrupts.
- 2) If Official Receiver is your trustee, you can submit your Annual Statement of Earnings and Property Acquired and upon your discharge, apply for No-objection letter for issuance of Discharge Certificate by ESS.
- 3) You can access the ESS by computer or mobile devices anytime and anywhere.
- 4) To submit your Annual Statement of Earnings and Property Acquired by ESS, simply log into the system by entering your bankruptcy case number and personal identification number. A one-time password will then be sent to you as per your mobile number or email address previously given. No prior registration is required. Next, fill in the online form, preview your entries, and finally hit "Submit". Upon successful submission, a confirmation message will be sent to you by SMS or email.
- 5) The procedure for Application for No-objection letter by ESS is similar. Upon successful application, the No-objection letter would be immediately downloaded to your electronic device, and ready for use after printing out.
- 6) ESS is devised for submissions to the Official Receiver's Office where Official Receiver is the trustee. For other cases, please contact the outside trustee directly.
- 7) Why wait? Start using the ESS and make your submissions a simple task!
- 8) To access the ESS, please visit the website at [ess-public.oro.gov.hk](http://ess-public.oro.gov.hk).