

# Alibaba Cloud ICP

## ICP Filing Regulations

Issue: 20190219

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## Generic conventions

Table -1: Style conventions

Style	Description	Example
	This warning information indicates a situation that will cause major system changes, faults, physical injuries, and other adverse results.	 <b>Danger:</b> Resetting will result in the loss of user configuration data.
	This warning information indicates a situation that may cause major system changes, faults, physical injuries, and other adverse results.	 <b>Warning:</b> Restarting will cause business interruption. About 10 minutes are required to restore business.
	This indicates warning information, supplementary instructions, and other content that the user must understand.	 <b>Notice:</b> Take the necessary precautions to save exported data containing sensitive information.
	This indicates supplemental instructions, best practices, tips, and other content that is good to know for the user.	 <b>Note:</b> You can use Ctrl + A to select all files.
>	Multi-level menu cascade.	Settings > Network > Set network type
<b>Bold</b>	It is used for buttons, menus, page names, and other UI elements.	Click OK.
Courier font	It is used for commands.	Run the <code>cd /d C:/windows</code> command to enter the Windows system folder.
<i>Italics</i>	It is used for parameters and variables.	<code>bae log list --instanceid Instance_ID</code>
[ ] or [a b]	It indicates that it is an optional value, and only one item can be selected.	<code>ipconfig [-all -t]</code>

Style	Description	Example
<code>{}</code> or <code>{a b}</code>	It indicates that it is a required value, and only one item can be selected.	<code>swich {stand   slave}</code>



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# 1 Overview

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Links to the ICP Filing requirements of the communications administration of each province are as follows.

Click to see the requirements of your province.

[Anhui](#), [Beijing](#), [Chongqing](#), [Fujian](#), [Gansu](#), [Guangdong](#), [Guangxi](#), [Guizhou](#), [Hainan](#), [Hebei](#), [Heilongjiang](#), [Henan](#), [Hubei](#), [Hunan](#), [Jiangsu](#), [Jiangxi](#), [Jilin](#), [Liaoning](#), [Inner Mongolia](#), [Ningxia](#), [Qinghai](#), [Shandong](#), [Shanghai](#), [Shaanxi](#), [Shanxi](#), [Sichuan](#), [Tianjin](#), [Xinjiang](#), [Tibet](#), [Yunnan](#), and [zhejiang](#).

In addition, some provinces and municipalities have special requirements for ICP Filing.

Users in Tianjin see [Requirements for Tianjin ICP Filing](#).

Users in Guangdong, see [Guangdong ICP Filing statement \(financial\)](#) and [Website construction statement](#).

## 2 ICP Filing regulations for northeastern China

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### 2.1 ICP Filing regulations for Heilongjiang

#### Requirements for ICP Filing

- **Enterprises:** Use business licenses or certificates for uniform social credit code for ICP Filing .
- **Individuals:** Chinese citizens must use ID cards for ICP Filing. Persons without ID cards from Heilongjiang province cannot apply for ICP Filing in Heilongjiang.
- The ICP Filing subject administrator must be the legal representative of the enterprise.
- The website administrator cannot be website administrator of other ICP Filing subjects.
- The domain name owner must be the ICP Filing owner.

#### Documents required for ICP Filing

- **Enterprises:** An electronic scanned copy of the original valid certificate of the ICP Filing owner and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individuals:** An electronic copy of the original valid individual identity document.
- **ICP Filing authenticity statement:** Download from the uploading page during the ICP Filing process.
- You must provide the invoices or monthly bills of the last three months of the mobile phone number and office phone number used in ICP Filing.

#### ICP Filing change rules

- To change an enterprise ICP Filing to another enterprise ICP Filing, you must provide the certificate of change issued by the competent authority.
- An enterprise ICP Filing cannot be changed to an individual ICP Filing.
- Individual ICP Filing cannot be changed to another individual ICP Filing. If an individual with an individual ICP Filing is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

### ICP Filing transfer rules

- The ICP Filing owner name, document number, and owner information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original ICP Filing service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the requirements of the authority. After successful transfer, this information can be changed.

## 2.2 ICP Filing requirements for Jilin

### Requirements for ICP Filing

- **Enterprises:** Use the business license for ICP Filing. The subject must be the legal representative. Subjects younger than 18 years old cannot apply for ICP Filing.
- **Individuals:** The identity documents must be issued by Jilin province authorities. If not, upload a residence permit (students can upload student IDs).
- Domain names registered outside China cannot be used for ICP Filing.
- The domain name owner must be the ICP Filing owner.

### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the ICP Filing owner, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of an original valid individual identity document. If your identity document is not issued by Jilin province authorities, you must upload a residence permit (students can upload student IDs).
- **ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.

### ICP filing change rules

- Enterprise ICP Filing can be changed to individual ICP Filing.
- If either the enterprise name or the certificate number is changed, a certificate of change issued by the competent authority (issuing authority) must be provided.
- The individual ICP Filing of one individual cannot be changed to another individual ICP Filing. If an individual with an individual ICP Filing is the legal

representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

#### ICP Filing transfer rules

- If the name or document number of the ICP Filing owner is inconsistent with the public query result, you must provide a certificate of change issued by the competent authority. After successful transfer, the ICP Filing information is changed.
- The domicile indicated in the relevant identity documents, the mailing address, and the owner/administrator information must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 2.3 ICP Filing regulations for Liaoning

#### Requirements for ICP Filing

- Owners/administrators younger than 18 years old cannot apply for ICP Filing.
- The mobile phone number of the owner must be from this province.
- If the organization name includes the terms as investment management, financial guarantee, pawn, loan, or financial management, the subject and website administrator must be the legal representative.
- The domain name owner must be the ICP Filing owner.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the ICP Filing owner, and an electronic copy of the original valid identity document of the subject and website administrator.
- Individual: An electronic copy of an original valid individual identity document.
- ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

#### ICP filing change rules

- Enterprise ICP Filings cannot be changed to individual ICP Filings. If the name or document number of the enterprise changes, the ICP Filing can be changed. The old and new names of the enterprise must be correlated.

- Individual ICP Filings cannot be changed to another individual ICP Filings. If an individual is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

#### ICP filing transfer rules

- The name and document number of the ICP Filing subject must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original ICP Filing service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, and owner information must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 3 ICP Filing regulations for northern China

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### 3.1 ICP Filing regulations for Beijing

#### Requirements for ICP filing

- **Enterprises:** Use the business licenses for ICP Filing. The subject administrator must be the legal representative.
- **Individuals:** Chinese citizens must use ID cards for ICP Filing.
- The domain name owner must be the ICP Filing owner.
- Domain names registered outside China or with some country codes are not supported. If multiple domain names direct to the same website, state that “The domain names direct to the same website” in the remarks. If multiple domain names direct to different websites or the domain names have obviously different prefixes, apply for ICP Filings separately.

#### Documents required for ICP Filing

- **Enterprises:** An electronic scanned copy of the original valid certificate of the ICP Filing owner, and an electronic copy of the original valid identity document of the subject and website administrator.
- **Individuals:** An electronic copy of the original valid individual identity document.
- **ICP Filing authenticity statement:** Can be downloaded during the ICP filing process.
- 

#### ICP Filing information change rules

- Enterprise ICP Filings cannot be changed to individual ICP Filings.
- Individual ICP Filings cannot be changed to another individual ICP Filings or enterprise ICP Filings.
- If either the name or document number of the enterprise has changed, the ICP Filing information can be changed, but the certificate of change issued by the competent authority (issuing authority) must be provided.
- If both the name and document number of the enterprise have changed, the ICP Filing information cannot be changed. If you have changed your business license to the Three-in-One license, which causes the name and document number to



change at the same time, you must provide the certificate of name change and document number change issued by the relevant issuing authority.

#### ICP Filing transfer rules

- If the name or document number of the ICP Filing owner is inconsistent with the original ICP Filing information, you must provide a certificate of change issued by the competent authority. After successful transfer, the ICP Filing information must be changed. If the individual ICP Filing information is inconsistent with the original ICP Filing information, you must change the relevant information at the original service provider or apply for a new ICP Filing after you cancel your ICP Filing at the original service provider.
- The domicile indicated in the relevant documents, the mailing address, and the owner information must comply with the rules of the competent authority. After successful transfer, the information can be changed.
- Individuals: The mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 3.2 ICP Filing regulations for Hebei

#### Requirements for ICP Filing

- Enterprises: Use the business license and organization code certificate for ICP Filing. The subject must be the legal representative.
- Individuals: Foreign citizens cannot apply for ICP Filing.
- Foreign citizens cannot be the administrators.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificates of the subject, and an electronic copy of the original valid identity documents of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity documents.
- ICP filing authenticity statement: Can be downloaded during the ICP filing process.

#### ICP Filing information change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.

- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- The subject name, document number, and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.

### 3.3 ICP Filing regulations for Inner Mongolia

#### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- Individuals: The domicile indicated on identity documents must be in this province. If not in this province, upload a temporary residence permit or residence permit. Temporary ID cards are not supported for ICP Filing.
- The subject administrator must be the legal representative.
- Subjects younger than 18 years old cannot apply for ICP Filing.
- Domain names registered outside China are not supported for ICP Filing.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document. If the identity document is not from this province, upload a residence permit.
- ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing change rules

- Enterprise ICP Filings can be changed to individual ICP Filings (the subject after change must be the legal representative of the enterprise).
- An individual ICP Filing cannot be changed to another individual ICP Filing, but can be changed to an enterprise ICP Filing (the individual must be the legal representative of the enterprise).
- If either the name or document number of the subject changes, the ICP Filing can be changed, but the certificate of change issued by the competent authority (issuing authority) must be provided.

### ICP Filing transfer rules

- The subject name, document number, and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change the information or cancel the ICP Filing at your original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 3.4 ICP Filing regulations for Shanxi

### Requirements for ICP Filing

- **Enterprises:** Use the business license and organization code certificate for ICP Filing. The subject must be the legal representative.
- **Individuals:** Individual whose identity documents are not from this province cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.

### Documents required for ICP Filing

- **Enterprises:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individuals:** An electronic copy of the original valid individual identity document.
- **ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.

### ICP Filing information change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

The ICP Filing information must comply with the rules of the competent authority.  
After successful transfer, this information can be changed.

## 3.5 ICP Filing regulations for Tianjin

### Requirements for ICP Filing

- Enterprises must use copy of the business license for ICP Filing. The annual inspection seal is not required.
- If your mailing address is within the “Huayuan” area, select the specific area based on your location in relation to the ring road. Select Nankai District if you are on the inner ring road. Select Xiqing District if you are on the outer ring road.
- The ICP Filing subject administrator must be the legal representative, and the website administrator must be a different person from the subject. Subjects younger than 18 years old cannot apply for ICP Filing.
- The mobile phone number of the administrators must be from this province.
- The name of the domain name holder must be the same as that of the ICP Filing subject or the legal representative. If privacy protection is set for the domain name , it must be disabled during the ICP Filing process.

### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document.
- ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing information change rules

- Enterprise ICP Filings cannot be changed to individual ICP Filings.

- When changing an individual ICP Filing to an enterprise ICP Filing, you must submit the domain name certificate to prove to the competent authority for approval that the domain name is held under the name of the enterprise (this applies to all the domain names under the subject).
- If the organization name or document number is changed, a certificate of change issued by the competent authority (issuing authority) must be provided.

#### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information, or cancel the ICP Filing at your original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents, the mailing address, and the subject information must comply with the rules of the competent authority. After successful transfer, this information can be changed.
- The correct ICP Filing number must be shown at the bottom of website page.

## 4 ICP Filing regulations for eastern China

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### 4.1 ICP Filing regulations for An'hui

#### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The subject administrator must be the legal representative.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the organizer, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document.
- ICP Filing authenticity checklist: Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- The name and document number of the organizer must be consistent with the original ICP Filing information. Otherwise, you must provide a certificate of change. After the transfer, immediately change the ICP Filing information.
- The domicile indicated in the relevant identity documents, the mailing address, and the owner information must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 4.2 ICP Filing regulations for Fujian

### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The domain name holder must be the ICP Filing subject.
- For individual ICP Filing, if the ID card is not from this province, a residence permit from this province must be provided.
- The subject and the website administrator must be the legal representative of the enterprise. Otherwise, provide a letter of authorization stamped with the company seal and signed by the legal representative.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP filing authenticity statement: Can be downloaded during the ICP filing process.
- If the website administrator is not the legal representative of the enterprise, provide a letter of authorization stamped with the company seal and signed by the legal representative.

### ICP Filing change rules

- Enterprise ICP Filings cannot be changed to individual ICP Filings.
- If the organization name or document number is changed, a certificate of change issued by the competent authority (issuing authority) must be provided to change the ICP Filing information.

### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.

- The domicile indicated in the relevant identity documents, the mailing address, and the owner information must comply with the rules of the competent authority . After successful transfer, the information can be changed.

## 4.3 ICP Filing regulations for Jiangsu

### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- Enterprises: If the subject is the legal representative, the website administrator can be the legal representative or another person. If the subject administrator is not the legal representative, the the website administrator and the subject administrator must be the same person.
- The mobile phone number of the subject must be from this province.
- Subjects younger than 18 years old must provide the proof of employment or income (if the subject is the legal representative, the proof is not required).
- The domain name holder must be the ICP Filing subject, the legal representative, the subject administrator, or the website administrator.
- Domain name certificates for all domain names are required.
- Individuals: The titles of personal websites for ICP Filing must be XX' s blog or XX ' s personal homepage. In the remarks section, describe the main content of the website. Format: This website is a personal website used for XXX, and after it is online, the main content is XXX.

### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document.
- ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.
- Certificates of all domain names are required.
- If the identity documents are not from this province, upload a residence permit.



### ICP Filing change rules

- The subject name can be changed if the new name is related to the previous name or a certificate of change is available. If the old and new names are not associated, cancel the former ICP Filing and apply for a new one.
- Individual ICP Filings can be changed to ICP Filings of other individuals. When the individual is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, and the owner information must comply with the rules of the competent authority . After successful transfer, the information can be changed.

## 4.4 ICP Filing regulations for Shandong

### Requirements for ICP Filing

- Enterprises: Use the business license for ICP Filing.
- The subject must be the legal representative.
- Subjects younger than 18 years old cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.
- Individuals: If three or more domain names with different prefixes are filed under a single website, state “The domain names direct to the same website” in the remarks section.

### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document.
- ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant ID documents, the mailing address, and the owner information must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 4.5 ICP Filing regulations for Shanghai

### Requirements for ICP Filing

- Enterprises: Use the business license for ICP Filing.
- Individuals: Temporary ID cards cannot be used for ICP Filing. Residents of Hong Kong and Macao can use Exit-Entry Permits for Traveling to and from Hong Kong and Macao for ICP Filing. The domicile indicated in identity documents must be in this province. Otherwise, you must upload a residence permit or temporary one.
- The ICP Filing subject and the website administrator must be the legal representative. If the website administrator is not the legal representative, provide a letter of authorization from the legal representative.
- The name of the domain name holder must be the enterprise name or legal representative name. If privacy protection is set for the domain name, disable it during the ICP Filing process.
- If an ICP Filing number has been obtained for a domain name, the domain name must be accessible. The actual ICP Filing number must be shown at the bottom of the website page.

### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of the original valid individual identity document.
- **ICP filing authenticity statement:** Can be downloaded during the ICP filing process.
- **Enterprise:** If the website administrator is not the legal representative, a letter of authorization from the legal representative must be provided.

### ICP Filing information change rules

- An enterprise ICP Filing can be changed to an another enterprise ICP Filing if you provide a certificate of change.
- If the organization name or document number is changed, a certificate of change issued by the competent authority (issuing authority) must be provided.
- If an individual with an individual ICP Filing is the legal representative of an enterprise or the website administrator, the individual ICP Filing can be changed to an enterprise ICP Filing.

### ICP Filing transfer rules

- If the name of the subject is inconsistent with the subject name returned by a public query, the certificate of change issued by the Trade and Industry Bureau must be provided before the transfer. After successful transfer, the ICP Filing information can be changed.
- The domicile indicated in the relevant identity documents, the mailing address, the document number, and the subject information must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 4.6 ICP Filing regulations for Zhejiang

### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The subject must be the legal representative.
- The domain name holder must be the ICP Filing subject.

- **Individuals:** Persons younger than 18 years old cannot apply for ICP Filing.

#### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the organization, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of the original valid individual identity document.
- **ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing. If the individual is the legal representative of the enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

#### ICP Filing transfer rules

- **Enterprise:** The ICP Filing information must comply with the rules of the competent authority. After successful transfer, the information can be changed.
- **Individual:** The domicile indicated in the identity documents, the mailing address, and the document number must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 5 ICP Filing regulations for southern China

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### 5.1 ICP Filing regulations for Guangdong

#### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing. The subject administrator must be the legal representative.
- Individuals under 18 years old must provide the proof of employment for ICP Filing.
- The domain name holder must be the ICP Filing subject.
- If an ICP Filing number has been obtained for a domain name, the domain name must be accessible. The ICP Filing number must be shown at the bottom of the website page.
- Domain names with different prefixes must be filed as different website domain names. If different domain names direct to the same website, enter “The domain names direct to the same website” in the remarks section. Enterprise: In case of 32 or more different domain name prefixes, you must provide a website construction statement for each domain name and the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing. Individual: In case of 6 or more different domain name prefixes, you must provide a website construction statement for each domain name. In case of 10 or more different domain name prefixes, you must also provide the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the organization, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.
- Enterprise: In case of 32 or more different domain name prefixes, you must provide a website construction statement for each domain name and the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing. Individual: In case of 6 or

more different domain name prefixes, you must provide a website construction statement for each domain name. In case of 10 or more different domain name prefixes, you must also provide the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

ICP Filing information to be transferred must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 5.2 ICP Filing regulations for Guangxi

#### Requirements for ICP Filing

- Enterprises must use the business license for ICP Filing.
- The mobile phone numbers of the administrators must be from this province.
- The domain name holder must be the subject.
- If the domain names have different prefixes, or the same prefixes direct to different websites, file them as different websites and add for ICP Filing individually.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- Enterprise ICP Filings cannot be changed to individual ICP Filings.

- Individual ICP Filings cannot be changed to filings of another individual. If a person with an individual ICP Filing is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.
- Enterprise: If the organization name or document number is changed, a certificate of change issued by the competent authority (issuing authority) must be provided.

#### ICP filing transfer rules

- The name of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, the document number, and the owner information must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 5.3 ICP Filing regulations for Hainan

#### Requirements for ICP Filing

- Enterprises: Use the business license for ICP Filing. The ICP Filing subject must be the legal representative.
- Individuals: Chinese citizens must use ID cards for ICP Filing. Temporary ID cards are not supported for ICP Filing.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- Enterprises: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individuals: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.

- An individual ICP Filing can be changed to another individual ICP Filing. If a person with an individual ICP Filing is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

#### ICP Filing transfer rules

ICP Filing information must comply with the rules of the competent authority. After successful transfer, the information can be changed.



## 6 ICP Filing regulations for central China

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### 6.1 ICP Filing regulations for Henan

#### Requirements for ICP Filing

- **Enterprises:** Use the latest license (Three-in-One license) for ICP Filing. The subject must be the legal representative. Subjects under 18 years old cannot apply for ICP Filing.
- **Individuals:** Individuals without identity documents from this province cannot apply for individual ICP Filing. Individuals under 18 years old must provide valid identity documents of the legal guardians.
- The domain name holder must be the ICP Filing subject.
- If a single ICP Filing process includes four or more domain names, domain name certificates are required.
- For website name requirements, see [Website information](#).
- If an ICP Filing number has been obtained for a domain name, the domain name must be accessible. The ICP Filing number must be shown at the bottom of the website page.

#### Documents required for ICP Filing

- **Enterprises:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individuals:** An electronic copy of the original valid individual identity document.
- **Website ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.
- **Domain name certificate (not required in all cases).** If a single ICP Filing process includes four or more domain names, domain name certificates must be provided.

#### ICP Filing information change rules

- **Enterprise ICP Filings cannot be changed to individual ICP Filings.** If the name of the organization changes, the ICP Filing information can be changed. If the document number of the organization changes, the ICP Filing information cannot be changed.

- An individual ICP Filing cannot be changed to another individual ICP Filing. If a person with an individual ICP Filing is the legal representative of an enterprise, the individual ICP Filing can be changed to an enterprise ICP Filing.

#### ICP Filing transfer rules

- The name of the subject must be consistent with the original ICP Filing information. Otherwise, you must change the ICP Filing information or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, and the owner information must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 6.2 ICP Filing regulations for Hubei

#### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- Individual: The domicile indicated in the identity document must be in this province. Otherwise, the residence permit or temporary residence permit must be provided.
- The subject and website administrator must be the legal representative. If the website administrator is not the legal representative, provide a letter of authorization from the legal representative.
- Individuals under 18 years old cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.
- Enterprise: If the website administrator is not the legal representative, a letter of authorization from the legal representative must be provided.

### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

- The name of the subject must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in identity documents, the mailing address, and the document number must comply with the rules of the competent authority. After successful transfer, the information can be changed.
- Enterprise: The administrator must be the legal representative. If the administrator is not the legal representative, you must change the relevant information at the original service provider. After successful change, you can continue with the transfer.

## 6.3 ICP Filing regulations for Hunan

### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The subject and website administrator must be the legal representative. If the website administrator is not the legal representative, a letter of authorization from the legal representative must be provided.
- Individuals under 18 years of age cannot apply for ICP Filing.
- The mobile phone numbers provided for ICP Filing must be from this province.
- Domain names registered outside China cannot be used for ICP Filing.
- The domain name holder must be the ICP Filing subject. All domain name certificates are required.

### Documents required for ICP Filing

- **Enterprises:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individuals:** An electronic copy of the original valid individual identity document.
- **Website ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.
- **Certificates of all the domain names to be filed.**
- **Enterprises:** If the website administrator is not the legal representative of the enterprise, a letter of authorization from the legal representative must be provided.
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### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

The ICP Filing information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.

## 6.4 ICP Filing regulations for Jiangxi

### Requirements for ICP Filing

- **Enterprises:** Use the business license for ICP Filing.
- **Individual:** The domicile indicated in the identity document must be in this province. Otherwise, the residence permit or temporary residence permit must be provided.
- **Enterprise:** The subject administrator must be the legal representative.
- If the ID card or individual ICP Filing certificate of the enterprise website administrator is not from Jiangxi province, a residence permit or temporary residence permit must be provided.
- The domain name holder must be the ICP Filing subject.

### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of the original valid individual identity document.
- **Website ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.
- **Electronic copy of residence permit (not required in all cases):** If the website administrator does not have an ID card from Jiangxi province, a residence permit must be provided.

### ICP Filing change rules

- An enterprise ICP Filing cannot be changed to another enterprise or an individual ICP Filing.
- The subject name or document number can be changed if a certificate of change from the relevant issuing authority is provided.

### ICP Filing transfer rules

- The subject name, document number, and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 7 ICP Filing regulations for northwestern China

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### 7.1 ICP Filing regulations for Gansu

#### Requirements for ICP Filing

- **Enterprises:** Use the copy of the business license for ICP Filing. The annual renewal seal is not required.
- **Individual:** Individuals cannot apply for ICP Filing if the identity documents are not from this province.
- The subject must be the legal representative. If not, a letter of authorization from the legal representative must be provided with the situation description in the remarks section.
- The mobile phone number of the subject must be from this province.
- The domain name holder must be the ICP Filing subject.

#### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of the original valid individual identity document.
- **Website ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing cannot be changed to an individual ICP Filing.
- An individual ICP Filing cannot be changed to another individual or an enterprise ICP Filing.
- **Enterprise:** If either the name or document number of the organization changes, the ICP Filing can be changed, but the certificate of change issued by the competent authority (issuing authority) must be provided.

#### ICP Filing transfer rules

- The subject name, document number, and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or

cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.

- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 7.2 ICP Filing regulations for Ningxia

### Requirements for ICP Filing

- Enterprises must use the copy of the business license for ICP Filing.
- The subject administrator must be the legal representative.
- Individuals whose identity documents are not from this province cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

- The subject name, document number, and website administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.

- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 7.3 ICP Filing regulations for Qinghai

### Requirements for ICP Filing

- Enterprise: Use the business license for ICP Filing. The subject must be the legal representative.
- Individual: Individuals whose identity documents are not from this province cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

- The subject name, document number, and website administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.



## 7.4 ICP Filing regulations for Shaanxi

### Requirements for ICP Filing

- Enterprise: The subject must be the legal representative.
- The mobile phone number of the subject must be from this province. For enterprise ICP Filing, if the mobile phone number is not from this province, state the reason in the remarks section.
- The domain name holder must be the ICP Filing subject or the legal representative.
- In case of five or more domain names under the subject, domain name certificates are required.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.
- In case of five or more domain names under the subject, domain name certificates must be provided.

### ICP Filing change rules

- An enterprise ICP Filing cannot be changed to an individual ICP Filing.
- An individual ICP Filing cannot be changed to another individual or an enterprise ICP Filing.
- Enterprise: If either the name or document number of the organization changes, the ICP Filing information can be changed, but the certificate of change issued by the competent authority (issuing authority) must be provided. If both the organization name and document number change, the ICP Filing information can be changed, but the old name and new name must be associated. Otherwise, the information cannot be changed.

### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP filing at the original service provider, and then apply for a new ICP Filing.

- The domicile indicated in the relevant identity documents, the mailing address, and the owner information must comply with the rules of the competent authority . After successful transfer, the information can be changed.

## 7.5 ICP Filing regulations for Xinjiang

### Requirements for ICP Filing

- Enterprise: Use the business license and organization code certificate for ICP Filing . The ICP Filing subject must be the legal representative.
- Individual: Individuals whose identity documents are not from this province cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

### ICP Filing transfer rules

- The subject name and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents, the mailing address, and the document number must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 8 ICP Filing regulations for southwestern China

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### 8.1 ICP Filing regulations for Chongqing

#### Requirements for ICP Filing

- **Enterprises:** Use the business license and organization code certificate for ICP Filing.
- **Individual:** Individuals whose identity documents are not from this province cannot apply for ICP Filing.
- **Enterprise:** The subject must be the legal representative. Individuals under 18 years old cannot apply for ICP Filing.
- **Enterprise:** Only one domain name can be filed for each website. If multiple domain names direct to the same website, they must be filed individually.
- The domain name holder must be the ICP Filing subject or the legal representative.

#### Documents required for ICP Filing

- **Enterprise:** An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- **Individual:** An electronic copy of the original valid individual identity document.
- **Website ICP Filing authenticity statement:** Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- The subject name, document number, and website administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.

- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 8.2 ICP Filing regulations for Guizhou

### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The subject and website administrator must be the legal representative. If the website administrator is not the legal representative, a letter of authorization from the legal representative is required.
- Individual: Individuals under 18 years old cannot apply for ICP Filing. The domicile indicated in the identity documents must be in this province. If not, upload a residence permit or temporary residence permit.
- The domain name holder must be the ICP Filing subject.
- If a single ICP Filing includes four or more domain names, domain name certificates are required.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.
- If a single ICP Filing includes four or more domain names, domain name certificates must be provided.
- Enterprise: If the website administrator is not the legal representative, a letter of authorization from the legal representative must be provided.

### ICP Filing change rules

An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.

### ICP Filing transfer rules

- The subject name, document number, and administrator information must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original transfer provider, and then apply for a new ICP Filing.
- The domicile indicated in the identity documents and the mailing address must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 8.3 ICP Filing regulations for Sichuan

### Requirements for ICP Filing

- Enterprises: Use the business license and organization code certificate for ICP Filing.
- Individual: If the domicile indicated in your identity document is not in this province (including foreigners and residents of Hong Kong, Macao, and Taiwan), you must provide a proof that you study, live, or work in Sichuan (such as a student ID, proof of social insurance, proof of employment, or residence permit).
- Enterprise: The subject administrator must be the legal representative. If the subject administrator is not the legal representative, a letter of authorization from the legal representative must be provided.
- Individuals under 18 years old cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject or the legal representative
  - If privacy protection is set for the domain name, disable it during the ICP Filing process.

### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- If the subject is not the legal representative, a letter of authorization must be provided.

- Individuals without identity documents from this province must upload a student ID, proof of social insurance, proof of employment, a residence permit, or other such documents.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- The name and document number of the subject must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, and the administrator information must comply with the rules of the competent authority. After successful transfer, the information can be changed.

## 8.4 ICP Filing regulations for Tibet

#### Requirements for ICP Filing

- Enterprises: Use the business license and organization code certificate for ICP Filing. The subject administrator must be the legal representative.
- Individual: Chinese citizens must use the ID card for ICP Filing. Individuals without ID cards from this province cannot apply for ICP Filing.
- The domain name holder must be the ICP Filing subject.
- If an ICP Filing number has been obtained for a domain name, the domain name must be accessible. The ICP Filing number must be shown at the bottom of the website page.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.

- Website ICP Filing authenticity checklist: Can be downloaded during the ICP Filing process.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- The name of the subject must be consistent with the original ICP Filing information. Otherwise, you must change or cancel the ICP Filing at the original service provider, and then apply for a new ICP Filing.
- The domicile indicated in the relevant identity documents, the mailing address, the document number, and the administrator information must comply with the rules of the competent authority. After successful transfer, this information can be changed.

## 8.5 ICP Filing regulations for Yunnan

#### Requirements for ICP Filing

- Enterprises can use the business license and organization code certificate for ICP Filing.
- The subject must be the legal representative.
- Individuals under 18 years old must provide a proof of employment or income (unless the administrator is the legal representative).
- The domain name holder must be the ICP Filing subject. Domain name certificates are required.

#### Documents required for ICP Filing

- Enterprise: An electronic scanned copy of the original valid certificate of the subject, and an electronic copy of the original valid identity document of the subject/website administrator.
- Individual: An electronic copy of the original valid individual identity document.
- Website ICP Filing authenticity statement: Can be downloaded during the ICP Filing process.

- Domain name certificates.

#### ICP Filing change rules

- An enterprise ICP Filing can be changed to another enterprise or an individual ICP Filing.
- An individual ICP Filing can be changed to another individual or an enterprise ICP Filing.

#### ICP Filing transfer rules

- ICP Filing information must comply with the rules of the competent authority.  
After successful transfer, the information can be changed.
- Enterprise: The website must be accessible. If the website is no longer accessible, you must cancel the ICP Filing at your original service provider, and then apply for ICP Filing again.
- Individual: If the website is no longer accessible, you must cancel the ICP Filing at your original service provider, and then apply for ICP Filing again.



## 9 Special requirements

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### 9.1 A statement required by Guangdong communication authorities

In Guangdong province, if your website involves financial content, you must provide a website ICP Filing statement. The format is not fixed, but the content must be truthful and complete.

Considerations:

- Describe the business of the company, the website content, and financial-related content in plain language.
- Completely describe the business scope.
- State that never engage in any online financial services before obtaining the permission.
- For enterprise ICP Filing, the statement must be given in the name of the enterprise.
- The statement must have long-term validity instead of being temporary or only valid for a specific stage.
- The statement must be stamped with the official company seal and signed by the legal representative, and the company business license must be attached.

### 9.2 Requirements for Tianjin ICP Filing

To supervise the website content, Tianjin Communications Administration inspects the ICP Filing information and the actual website content strictly. If your business is registered in Tianjin, note the following:

- **Individual business ICP Filing:** Individual businesses must be filed as enterprises. If you have registered an organization name for your business, enter the organization name on your Industrial and Commercial Business License. Otherwise, enter the legal representative name with a remark “个体工商户 (individual business)” in the brackets after the name of the legal representative in Chinese. For example, Jack. Ma (个体工商户).

- **Individual ICP Filing:** The actual website name must be the same as the website name in the ICP Filing information, and the website content cannot include information on enterprises and industries. Individuals cannot run e-commerce websites.
- The websites must be accessible half a year after the ICP Filing number is issued by the communications administration.
- **Enterprise ICP Filing:** The subject and the website administrator cannot be the same person. A same mobile phone number cannot appear in different contact information.

### 9.3 Website construction plan for Guangdong

According to the requirements of Guangdong Communications Administrations, domain names with different prefixes must be filed individually. If multiple domain names are under the ICP Filing subject (including domain names that already have ICP Filing numbers and the domain names to be filed), a website construction plan is required besides the authenticity verification form.

**Enterprise:** In case of 32 or more different domain name prefixes, website construction plans for each domain name and the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing are required.

**Individual:** In case of 6 or more different domain name prefixes, website construction plans for each domain name are required. In case of 10 or more different domain name prefixes, website construction plans for each domain name and the Alibaba Cloud letter of guarantee stamped with the seal for ICP Filing are required.

No specific templates are for the website construction plan. You can create one based on your own website plans, but it must contain the following information:

- Website content and section introductions (with design illustrations).
- Personnel and funding arrangements (including personnel qualifications, competencies, and backgrounds. If the website is run by an individual, specify whether the individual is a full-time or part-time employee, how the individual allocates time to website work, and the individual's personal policy awareness and technical competencies).
- Content management system.

- Network deployment scheme (including what technologies are used and where the website is deployed).
- Technical measures for network information security.
- Contingency plans.