

Owners' Corporation Formation Subsidy

**Please read the Application Notes for 'Owners'
Corporation Formation Subsidy' AN1 before
completion of this application form.**

Enquiry

31881188

Please complete the application form and return by hand or
by post to Unit 1001, 10/F, Tower 2, Cheung Sha Wan Plaza,
833 Cheung Sha Wan Road, Kowloon with the required documents.



Part 1: (All applicant should complete in block letters)

1. Name of Applicant (i.e. registered owner of the property) / Name of Company:

(Chinese) _____

(English) _____

2. Correspondence Address:

3. Contact Tel. no.:

4. Office/Mobile no.:

5. Fax no.:

6. Name of Building:

7. Address of Building:

Street No. Name of street

District HK/KLN/NT

8. Age of Building (according to Occupation Permit): _____ years

9. Type of Building * : ☐ Residential

Total no. of Residential Units: _____

☐ Composite

Total no. of Commercial Units: _____

(for residential &
commercial use)

Total No. of Units: _____

Part 2: [To be signed by all applicant]

Declaration

As regards my/ our company's application to the Urban Renewal Authority (URA) for financial subsidy on the formation of Owners' Corporation (OC) under "Owners' Corporation Formation Subsidy" (the Subsidy), I / we (including all the signatories hereunder) hereby declare as follows:

1. I/ We fully understand the content of this application form and confirm that all information and supporting documents provided by me/ us are true and accurate in all respects.
2. I/ We agree to provide any further information or supporting documents considered necessary by the URA during the processing of this application.
3. I/ We understand and fully agree with the URA reserving the right to cancel my / our application at any time without disclosure of reasons and shall not be liable to anyone. I/ We also agree that this application form and all the supporting documents supplied by me / us in this application will not be returned, whether or not the application is successful.
4. I/ We understand and fully agree that subsequent to the formation of the OC, the OC should provide assistance to the URA in publicizing the Integrated Building Maintenance Assistance Scheme (IBMAS). The URA may print the name of the building on the promotion publications in related promotional activities.
5. I/ We certify that, to the best of my/ our knowledge, the information provided above is true and accurate. I/ We will immediately inform the URA in writing of any change to such information after submission of the application form. I/ We agree to indemnify (jointly and severally) the URA from and against all losses, damages and liabilities which the URA may incur or sustain as a result of its approving my/ our application based on the information provided by me/us.
6. I/ We fully understand and fully agree that the URA shall have the absolute discretion in deciding all matters relating to my/ our application, and whether any expenses claimed are covered by the Subsidy or not, and I/ we shall abide by such decision without any objection.

Applicant's signature : _____

Name of Applicant : _____

Date : _____

- Attention:
- (1) Please countersign the parts with alteration.
 - (2) Any intentional misrepresentation or omission of information may result in the application being rejected and the applicant may be liable for prosecution. The applicant should note that obtaining pecuniary advantage by deception is a criminal offence.
 - (3) If the applicant is a limited company, the form must be signed with company chop by its authorized director for and on behalf of the company.

Notes to Applicant Relating to the Collection of Personal Data

Purpose of Collection

The Personal data and information of OC, building and repair works provided by applicant to the URA will be used for:

- a. assessing applicant's eligibility for the "Integrated Building Maintenance Assistance Scheme"(the Scheme) and other related issues; or
- b. promoting and implementing the Scheme and providing information and services in relation to the Scheme; or
- c. research relating to "Integrated Building Maintenance Assistance Scheme"; or
- d. research relating to the building repair in Hong Kong.

The provision of personal data to the URA is on a voluntary basis. If the applicant does not provide sufficient personal data, the URA may not be able to process the application, and this may result in rejection of the application. Please ensure that the information provided is accurate and true. If there are any changes in the information provided, please notify the URA in writing immediately.

Transfer of Personal Data and the Categories of Assignees

The personal data provided by applicant will be made available to appropriate persons of the URA on a need-to-know basis. Apart from this, the information may be disclosed to the parties listed below:

- a. Third parties that provide service relating to the "Integrated Building Maintenance Assistance Scheme"; or
- b. Government Departments, such as the Development Bureau, Transport and Housing Bureau and the Independent Commission Against Corruption (ICAC) etc; or
- c. Professional institutions, academic bodies and public organizations; or
- d. Persons/ organizations the disclosure to whom is authorized by or consented to by the applicants; or
- e. Persons/organizations the disclosure to whom is authorized or required in accordance with the Personal Data (Privacy) Ordinance.

Access to personal data

Applicant has the right of access to and correction of their personal data kept by the URA. The right of access includes the right to obtain a copy of the personal data subject to payment of a fee.

Enquiry

Enquiries concerning the personal data collected by the URA and the request for access and correction should be addressed to:

General Manager (Building Rehabilitation)

Urban Renewal Authority

Unit 1001, 10/F, Tower 2, Cheung Sha Wan Plaza, 833 Cheung Sha Wan Road, Kowloon

Tel: 2588 2333

Fax: 2588 2542

Attention:

- (1) The URA is public body under the regulation of the ICAC and the Ombudsman.
- (2) The URA is public body under the "Prevention of Bribery Ordinance". All the staff members of the URA are subject to the said Ordinance and are not allowed to solicit and accept any forms of advantages from customer, contractor, supplier or any person.
- (3) The application form and these Notes are not legally binding on the URA. The URA will not be liable to any persons for any loss or damages which may be incurred or sustained by relying on any information contained in the application form and these Notes.
- (4) The URA reserves the right to amend the above contents at any time without prior notification. Please refer to Building Rehab Info Net (www.buildingrehab.org.hk) for the latest version; or contact Integrated Building Maintenance Assistance Schemes Hotline at 3188 1188; or visit URA offices.