



**香港房屋委員會
Hong Kong Housing Authority**

**Application for Certificate of Eligibility to Purchase
under the HOS Secondary Market Scheme
pursuant to paragraph 4(c) of the Schedule to the Housing Ordinance (Cap. 283)**

Housing Department
Home Assistance Loan Unit
(HOS Secondary Market Scheme)
Room 202, 2/F, Lung Cheung Office Block,
138 Lung Cheung Road,
Wong Tai Sin, Kowloon.
Tel.: 3162 0680

For Estate Office use only
Date of receipt of application:

- Note 1.** Flats under the HOS Secondary Market Scheme in this application form refer to flats sold under the Home Ownership Scheme (HOS)/Private Sector Participation Scheme (PSPS)/Tenants Purchase Scheme (TPS) which are assignable pursuant to paragraph 4(c) of the Schedule to the Housing Ordinance.
- 2.** This application form is for the use of the following persons only:
- (a) Tenants of domestic flats in housing estates managed by the Housing Authority (HA) or Housing Society (HS);
 - (b) Authorised residents of Interim Housing managed by the HA;
 - (c) Holders of Green Form Certificate issued by the Housing Department (HD);
 - (d) Recipients of Rent Allowance for Elderly Scheme (RAES);
 - (e) Staff of Estate Assistant grade who are holders of the Letter of Assurance issued by the HD.
- 3.** Please read carefully the Application Guide for the HOS Secondary Market Scheme (SMS) before completing this form.
- 4.** All parts of this form must be completed.
- 5.** The information provided in this application form will be used for processing the application for purchasing flats under the SMS and for any other purposes relating to the implementation of the Housing Ordinance.
- 6.** Certificate of Eligibility to Purchase is valid for six months from the date of issue.

For office use only

Appn. No.

Cert. No.

FOR EM USE:	Estate Code	Address
	<input style="width: 100%; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 100%; height: 20px; border: 1px solid black;" type="text"/>

EMMS Rent Factor	Property Ownership	Letter of Assurance	Family Splitting
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(Please quote from EMMS record)

(Indicate Y for Yes, or leave blank if not applicable)

PART I Particulars of the applicant and all family members listed on the Tenancy Agreement/Tenancy Card/Green Form Certificate. (Tenants of housing estates managed by the HD who are currently occupying two or more housing units and do not wish to return all of the units need only to give particulars of those family members who will live in the HOS flat with the applicant. Please supply the applicant's particulars first.)

Name		Sex	Date of birth			Relationship with Applicant	Marital Status	H.K.I.C. No.	Birth Certificate No. (if any)	Monthly Income (\$)
(Chinese)	(English) Surname, Given Name		Day	Month	Year					
1										Applicant
2										
3										
4										
5										
6										
7										
8										

Total net household asset value(\$)

Monthly total family income (\$)

- IMPORTANT:**
- (1) All English and Chinese names must be the same as those appearing on the Hong Kong Identity Cards or Birth Certificates.
 - (2) For Birth Certificates, please quote the English prefix and the number in the leftmost column.
 - (3) Applicants who are holders of Green Form Certificate issued by the HD should submit their application together with the application fee, their valid Green Form Certificate, a photocopy of their Identity Card and documents as mentioned on the above certificates to the Home Assistance Loan Unit (HOS Secondary Market Scheme) at Room 202, 2/F., Lung Cheung Office Block, 138 Lung Cheung Road, Wong Tai Sin, Kowloon. (Holders of Green Form Certificate that is issued in the Civil Service Public Housing Quota should submit their application form **in person** together with the above documents and a photocopy of their latest salary statement) Applicants who are tenants of public housing/interim housing should submit their applications together with the application fee to their respective Estate/Interim Housing/District Tenancy Maintenance Office.
 - (4) No income or asset limit is imposed on applicants who are sitting tenants of public housing. The data on monthly family income and asset are required for statistical purpose only. The applicant may choose whether or not to provide these data.
 - (5) All information required in this application form must be provided. Otherwise, the HA may reject the application and the application fee paid will not be refunded.
 - (6) The name of any person should appear in one application form only. Each application is for the purchase of one flat under the SMS only. The HD will check out for any double applications or purchases. If any double applications or purchases are found, all the applications and transactions concerned will be null and void.

PART II

Applicant's address: _____ Tel No.: _____ (Home)

Correspondence address: _____ Tel No.: _____ (Office)

(leave blank if same as above)

PART III Application Fee :

The following cheque/cashier order payable to the "HONG KONG HOUSING AUTHORITY" for the sum of HK\$630.00 is enclosed herewith (cash, gift cheque and bank draft will not be accepted):

Bank: _____ Branch of Bank: _____ Cheque/Cashier Order No.: _____

(Please write down the identity card number of the applicant on the back of the cheque/cashier order.)

HD 874e (web, 7/2010) The applicant must fill in the following accurately to avoid misdelivery

Name of Applicant:		The Housing Authority has received your application with the payment as printed above Your application number is:
Correspondence Address:		J
		This is an Official Receipt (Please quote your application number in all future correspondence with the Housing Authority)
		<u>HOS Secondary Market Scheme</u>
Name of Applicant:		Name of applicant: _____
Correspondence Address:		Correspondence Address: _____

		(please fill in the above accurately to avoid un-delivery)

PART IV DECLARATION BY THE APPLICANT**I hereby declare that :**

1. All the particulars given in this application form are true and correct in all respects. I have not withheld any information required in this application form, nor have I provided any misleading information.
 2. All family members listed in Part I of this application form are currently residing with me in the public housing unit stated in the address column on the previous page. I understand that my application shall be cancelled and I shall not be granted any Letter of Nomination if I or any of the family members listed in Part I of this application form has breached any condition of the current Tenancy Agreement for public housing or Temporary Tenancy Card by the day when I enter into a provisional agreement for sale and purchase for the purpose of purchasing a flat under the SMS, and that in such cases any approval granted previously shall be null and void and the fees paid in respect of this application shall not be refunded. (This paragraph is not applicable to holders of Green Form Certificate issued by the HD.)
 3. None of the persons listed in Part I of this application form (including their spouses) have obtained any loan or mortgage subsidy under the Home Purchase Loan Scheme (HPLS)/Home Assistance Loan Scheme (HALS), or have purchased any domestic flat under the HOS, the PSPS, the Middle Income Housing Project at Melody Garden, the Mortgage Subsidy Scheme, the SMS, the TPS, the Buy or Rent Option or any subsidized housing scheme administered by the HS.
 4. I understand that the application fee paid is neither refundable nor transferable under any circumstances.
 5. I understand that the HD reserves the right to reject any application.
 6. (a) * For tenants of housing estates managed by the HS:
I undertake that I shall deliver vacant possession of the housing unit I am currently residing in to the HS upon my purchase of a flat under the SMS as a result of this application.
 - (b) * For tenants of public housing estates and authorized residents of Interim Housing managed by the HA:
I understand and undertake that upon my purchase of a flat under the SMS as a result of this application, I/head of household(if the applicant is not a head of household) shall/will serve a Notice to Quit to the HD upon the execution of the deed of assignment concerned to terminate the tenancy agreement or Temporary Tenancy Card in respect of the public housing unit/Interim Housing that I am residing in and deliver vacant possession of the said unit to the HA within 60 days or on/before the day on which the Tenancy Agreement/Temporary Tenancy Card is terminated. Should I/head of household be unable to return the unit within the specified period, I/head of household shall/will submit an application in advance to the HD for an extension of stay up to 30 days. If accepted, I/head of household shall/will have to pay an occupation fee equal to three times the prevailing net rent of the unit plus rates. If I/head of household have/has been paying market rent before the deadline for vacating the unit, the occupation fee for extended stay will be charged at either the rate of market rent or three times the prevailing net rent of the unit plus rates, whichever is the higher.
 - (c) * For recipients of Rent Allowance for Elderly Scheme:
I understand that the breach of any clause of Rent Allowance Agreement by any person listed in this application form may result in the cancellation of my application in that case; any application fee paid will be forfeited.
I understand that after I have successfully purchased a flat under the SMS, my RAES allowance will be automatically ceased after 60 days upon the execution of the deed of assignment.
 - (d) * For holders of Green Form Certificate issued by the HD:
I understand that my application number will be cancelled and I will not be allocated any public housing unit upon my purchase of a flat under the SMS as a result of this application.
- * Delete 6(a), 6(b), 6(c) or 6(d) as appropriate.
7. I understand that any application which is found to contain false or misleading information shall be cancelled, that any approval given on the basis of the false or misleading information shall be null and void, and that all monies thus paid shall be forfeited. I accept that the decision of the Director of Housing shall be final as to whether any such statement or application is false.
 8. The flat purchased as a result of this application shall be for co-occupation by all persons listed in Part I of this application form.
 9. I understand that any person who knowingly makes any false statement or provides any misleading information to the HA in relation to the purchase of a flat shall be guilty of an offence under Section 26(2) of the Housing Ordinance and shall be liable on conviction to a fine of \$500,000 and to imprisonment for one year. On conviction of such an offence, the court may, under Section 26A of the Housing Ordinance, order (a) that the flat so purchased be transferred to the HA or its nominee; or (b) that the offender pay the HA a sum equivalent to the difference between the original purchase price of the flat and its full market value as at the date of conviction.
 10. I also understand that where an offence under Section 26(2) of the Housing Ordinance is committed by some person in relation to the purchase of a flat by me, the court may, under Section 26B of the Housing Ordinance, order (a) that the flat so purchased be transferred to the Housing Authority or its nominee or (b) that the purchaser pay the HA a sum equivalent to the difference between the original purchase price of the flat and its full market value as at the date of the order. Besides, irrespective of whether the head of household/applicant is charged with or convicted of the offence, the HA may, in accordance with the existing policy, apply Section 19(1)(b) of the Housing Ordinance to terminate the tenancy agreement or Temporary Tenancy Card concerned, and in such cases, the public housing unit concerned shall be recovered.
 11. **To be completed by holders of Green Form Certificate; recipients of Rent Allowance for Elderly Scheme (RAES) or staff of Estate Assistant grade who are holders of the Letter of Assurance issued by the HD only,** applicant must put a tick in the appropriate box to indicate whether the applicant or any family member listed in Part I owns, jointly owns or has an interest in any domestic property in Hong Kong ^(Note):

On the date of this application form, anyone among the family members listed in Part I or myself owns or jointly owns any domestic property in Hong Kong.

On the date of this application form, none of the family members listed in Part I and myself owns or jointly owns any domestic property in Hong Kong.

Note: To own domestic property means (i) to own domestic premises; (ii) to enter into any agreement to purchase domestic property; or (iii) to own more than 50% of the shares in a company which owns domestic property. Domestic property includes any post-war domestic property, uncompleted private domestic property, uncontrolled or self-occupied pre-war domestic property, roof-top structures approved by the Building Authority, building lots and small house grants in Hong Kong.

12. All the particulars in this application form are given voluntarily. I agree to provide other relevant evidence and information to the HD for the purpose of vetting the eligibility of me and all the persons listed in this application form.
13. I hereby consent that, in vetting the eligibility of me and all the family members, officers of the HA, HD or HS may compare and match the personal data provided in this application form with the relevant personal data collected for any other purposes (by manual means or otherwise) so as to ascertain if these data are false or misleading and take appropriate action against the person concerned basing on these data. I hereby authorize the HA, HD and HS to approach other government departments or any public/private organizations or any employers concerned for verification and matching of data, and I expressly agree that the government departments (including but not limited to the Land Registry, Immigration Department, and Inland Revenue Department) or public/private organizations or any employers concerned may allow the HA, HD and HS access to my personal data in their possession for the purpose of comparing and matching them with the data provided in this application form.

Date: _____

Applicant's signature: _____

DECLARATION BY HEAD OF HOUSEHOLD (This part is applicable if the applicant is not the head of household of housing estates/Interim Housing or a Green Form Certificate holder.)

I hereby declare that :

- 1. I agree that _____ shall be the applicant of this application.
I understand and undertake that upon the purchase of a flat under the SMS by the above-mentioned applicant or any family members listed in Part I of this application form, *I shall serve a Notice to Quit to the HD upon the execution of the deed of assignment concerned to terminate the tenancy agreement or Temporary Tenancy Card in respect of the public housing unit/Interim Housing that I am residing in and deliver vacant possession of the said unit to the HA within 60 days or on/before the day on which the Tenancy Agreement/Temporary Tenancy Card is terminated. Should I/applicant be unable to return the unit within the specified period, I shall submit an application in advance to the HD for an extension of stay up to 30 days. If accepted, I shall have to pay an occupation fee equal to three times the prevailing net rent of the unit plus rates. If I have been paying market rent before the deadline for vacating the unit, the occupation fee for extended stay will be charged at either the rate of market rent or three times the prevailing net rent of the unit plus rates, whichever is the higher.*/my application number for public housing shall be cancelled and I shall not be allocated any public housing unit.

* Delete as appropriate.

Date: _____

Signature of head of household/
Green Form Certificate holder: _____

PART V DECLARATION BY OTHER MEMBERS OF THE FAMILY (All family members aged 18 or above or aged below 18 but earn an income listed in Part I are required to sign the declaration below)

I/We hereby declare that :

- 1. All the particulars given in this application form and in the declaration by applicant in relation to me/us are true and correct in all respects.
- 2. I/We understand that any person who knowingly makes any false statement or provides any misleading information to the HA in relation to the purchase of a flat shall be guilty of an offence under Section 26(2) of the Housing Ordinance and shall be liable on conviction to a fine of \$500,000 and to imprisonment for one year.
- 3. I/We hereby consent that, in vetting the eligibility of the applicant and all the family members, officers of the HA, HD or HS may compare and match my/our personal data provided in this application form with the relevant personal data collected for any other purposes (by manual means or otherwise) so as to ascertain if these data are false or misleading and take appropriate action against the person concerned basing on these data. I/We hereby authorize the HA, HD and HS to approach other government departments or public/private organizations or any employers concerned for verification and matching of data, and I/we expressly agree that the government departments (including but not limited to the Land Registry, Immigration Department, and Inland Revenue Department) or public/private organizations or any employers concerned may allow the HA, HD and HS access to my/our personal data in their possession for the purpose of comparing and matching them with the data provided in this application form.
- 4. (a)* I/We understand that upon the purchase of a flat under the SMS as a result of this application, I/we shall deliver vacant possession of the housing unit I am/we are currently residing in to the HA or HS on or before the termination of the tenancy agreement or Temporary Tenancy Card concerned.
(b)* I/We understand that the application number of my/our application for public housing shall be cancelled and I/we shall not be allocated any public housing unit upon the purchase of a flat under the SMS as a result of this application.
(c)* I/We understand that upon the purchase of a flat under the SMS as a result of this application, I/we shall be deleted from the household register of public housing (including public rental housing/HOS/PSPS/Interim Housing, etc.).
(d)* I/We understand that upon the purchase of a flat under the SMS as a result of this application, I/we shall be deleted from the file of any other public housing benefit upon the execution of the deed of assignment.

* Delete as appropriate

Name _____	Signature _____	Name _____	Signature _____
Name _____	Signature _____	Name _____	Signature _____
Name _____	Signature _____	Name _____	Signature _____
Name _____	Signature _____	Name _____	Signature _____

Certification by Estate Office/District Tenancy Management Office/Applications Section/ Grade Management (Housing Class and Related Grades) Subsection (FOR OFFICE USE ONLY 此欄只供房屋署職員填寫)

To : Housing Manager/Home Assistance Loan Unit (HOS Secondary Market Scheme)

The declaration section in Part IV of this application has been clearly explained to the applicant by me on _____.

I have checked the particulars in Part I and confirmed that they are in conformity with our tenancy records. The code address and other relevant information have also been entered in the "Box for EM Use" on Page 1.

This application is endorsed for issue of Certificate of Eligibility to Purchase. Should there be any subsequent change of the particulars of the applicant or other household members, you will be notified as soon as possible.

Signature _____ (_____) Housing Officer/Property Officer	Signature _____ (_____) Housing Officer	Signature _____ (_____) H.M./
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Date _____	Date _____	Date _____
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Office Chop

Remarks : _____

END