



Hong Kong Housing Authority

Housing Department
Applications Sub-section,
P.O. Box 89192, Kowloon City Post Office
Hong Kong

APPLICATION FORM FOR PUBLIC RENTAL HOUSING

For Official Use by HD Only	
Date Registered	
Application Number	
Split from	

Applicants should:

1. read carefully the eligibility criteria in the "Application Guide for Public Rental Housing (PRH)" ("Application Guide") and the "Sample of Completed Application Form" before completing this Form;
2. read the definition and computation method of average waiting time (AWT) at Note 4 on Page 4.
3. fill in all the information required in this Form and submit the supporting documents and declaration form(s) concerned (as required under Part 8 "Checklist of Supporting Documents for PRH Applications" of this Form), otherwise this Form will be returned and the registration process may as a result be delayed; and
4. use black or blue ball pen to fill in this Form. Sign against amendments, if any, and avoid using correction materials such as correction fluid or tapes for obliteration, otherwise this Form will be returned.

Part 1 Personal Data (For applications involving over 5 persons, please use an additional form and submit both forms together.)

		Applicant	Family Member	Family Member	Family Member	Family Member
Name in Chinese (if any)						
English	Given Name					
	Surname					
Sex (Please "✓")		<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F
Date of Birth	Day Month Year					
Relationship with Applicant		Applicant				
Marital Status (Please "✓")		<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Under divorce proceedings	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Under divorce proceedings	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Under divorce proceedings	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Under divorce proceedings	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Under divorce proceedings
Hong Kong Identity Card (H.K.I.C.) No.		()	()	()	()	()
Hong Kong Birth Certificate No. (if H.K.I.C. not yet issued)		Not Applicable	()	()	()	()
Date of Entry	Month Year (if not born in Hong Kong)					
If having disability as at Note 1, please "✓"		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6
If residing at Elderly Care Centre, please "✓"		<input type="checkbox"/> Subvented <input type="checkbox"/> Private	<input type="checkbox"/> Subvented <input type="checkbox"/> Private	<input type="checkbox"/> Subvented <input type="checkbox"/> Private	<input type="checkbox"/> Subvented <input type="checkbox"/> Private	<input type="checkbox"/> Subvented <input type="checkbox"/> Private
If receiving CSSA ^{Note 2} , please "✓"		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If pregnant over 16 weeks, please "✓"		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hong Kong Contact Tel. No. of Applicant:		(Home)	(Mobile)	(Office)		

Note 1: Disability code: 1. Non-temporary indoor dependence on wheelchair for mobility; 2. Tetraplegia; 3. Hyperactivity disorder; 4. Need for peritoneal dialysis at home; 5. Visual impairment/blindness; 6. Hearing impairment/deafness (For Items 1 to 4, relevant medical document is required).
 Note 2: CSSA refers to Comprehensive Social Security Assistance; disability allowance and old age allowance are excluded (Copy of latest CSSA documents and the CSSA recipients' certificate for medical waivers are required).

Part 2 Correspondence and Residential Addresses in Hong Kong (HK) (To avoid misdelivery, please write in block letters. Please notify Housing Department if there are any changes in future.)

Correspondence Address in HK (must be completed, and if the same to the residential address, must provide documentary proof)		Residential Address in HK (must be completed if different from the Correspondence Address, and must provide documentary proof)	
Name of Applicant		Flat/Unit/Room No.	Floor Block No.
Flat/Unit/Room No.	Floor Block No.	Building Name	
Building Name		Estate Name	
Estate Name		Street No.	Street Name
Street No.	Street Name	District	<input type="checkbox"/> HK <input type="checkbox"/> KLN <input type="checkbox"/> NT <input type="checkbox"/> Islands
District	<input type="checkbox"/> HK <input type="checkbox"/> KLN <input type="checkbox"/> NT <input type="checkbox"/> Islands	Post Office/P.O. Box No. (if applicable)	
Post Office/P.O. Box No. (if applicable)			
For HD use only	Relationship & Marital Status	P	
	R/R Fulfilled	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
	Disability Code		

Part 3 Income & Net Asset Value (including assets in and outside Hong Kong)
(in Hong Kong dollars)

	Applicant	Family Member	Family Member	Family Member	Family Member
Name					
Average Monthly Income (Please refer to Item 4.4.1 of Application Guide)	(A)	(B)	(C)	(D)	(E)
Total Monthly Household Income = (A)+(B)+(C)+(D)+(E) = \$ _____					
Net Asset Value (Relevant Declaration Forms are required)	(1) Land				
	(2) Landed Properties (including domestic properties, shops, parking spaces, etc.)				
	(3) Vehicles				
	(4) Taxi/Public Light Bus Licences				
	(5) Investments (including saving insurance policies, funds, shares, etc.)				
	(6) Business undertakings (whether with business registration or not)				
	(7a) Deposits (including savings, current and fixed deposits, Hong Kong and foreign currencies, etc.) – must declare the actual amount of all deposits as at the date immediately before the date of declaration				
	(7b) Cash in hand (including Hong Kong and foreign currencies, etc.)				
	(7c) Loan to others – must declare all outstanding loans to others on the date of declaration in both local and foreign currencies				
Personal Total Net Asset Value (1) – (7) (Please refer to Item 4.4.2 of Application Guide)	(A)	(B)	(C)	(D)	(E)
Total Net Asset Value of the Household = (A)+(B)+(C)+(D)+(E) = \$ _____					

Part 4 Priority Schemes (Please refer to Items 2.4 to 2.6 of Application Guide)

Choose only one applicable Scheme and put a “✓” in the box:

<input type="checkbox"/> Single Elderly Persons Priority Scheme (SEPS) (Applicant must be 58 years of age or above and must have attained the age of 60 at the time of flat allocation; option for “Urban” district is allowed in Part 5)
<input type="checkbox"/> Elderly Persons Priority Scheme (EPS) (Applicant and all members must be 58 years of age or above and must have attained the age of 60 at the time of flat allocation; option for “Urban” district is allowed in Part 5)
<input type="checkbox"/> Harmonious Families Priority Scheme (HFPS) <input type="checkbox"/> Applicant opts to live together with the elderly in one unit. (Option for “Urban” district is allowed in Part 5) <input type="checkbox"/> The two families (one nuclear family and one elderly family) opt to live separately in two units located in the same District Council district, and submit two separate application forms. (Option for “Urban” District in Part 5 is not allowed) Please provide the information of another application joining HFPS: Name of applicant of that application form: _____ H.K.I.C. No.: _____ () Application No. (if a blue acknowledgement card has been issued): <u> G/U </u>

Part 5 Choice of District Choose only one district. Please “✓” as appropriate:

<input type="checkbox"/> New Territories (comprising Tuen Mun, Yuen Long, Tin Shui Wai, Sheung Shui, Fanling and Tai Po)	<input type="checkbox"/> Urban (comprising Hong Kong Island and Kowloon) Only applicants eligible for (1) SEPS, (2) EPS or (3) those who opt to live with the elderly in one flat under HFPS can choose “Urban”. For other applicants, their application forms will be returned if they choose “Urban”.
<input type="checkbox"/> Extended Urban (comprising Tung Chung, Shatin, Ma On Shan, Tseung Kwan O, Tsuen Wan, Kwai Chung and Tsing Yi)	
<input type="checkbox"/> Islands (excluding Tung Chung)	

Part 6 Other Supplementary Information (Please fill in this part and inform the named relative if all persons in this application are elderly)

Please provide the following details of one of your relatives who can be contacted in Hong Kong, if any:

Name of Relative: _____	Tel. No.:(Home)_____	(Mobile) _____
Address: _____		

Part 7 Declaration of the Applicant and Family Members Aged 18 or Above

I/We agree and declare that:

1. I/We have read carefully and understood all the content of the “Application Guide” before completing the application form. I/We undertake to comply with the relevant requirements/arrangements contained therein, as well as PRH application/allocation policies and arrangements set out by Housing Authority (HA)/Housing Department (HD) as required .
2. As at the date of completing my/our application form, I/we have not owned, co-owned, entered into any agreement to purchase or held more than 50% of shares in a company which owns (directly or through its subsidiary) any domestic property in Hong Kong covered in the relevant term of the “Application Guide”;
3. No person listed on this Application Form is duplicated in other PRH application(s) (i.e. family and elderly one-person application/Quota and Points System non-elderly one-person application) ;
4. If there is any change in the information declared concerning the application, I/we shall immediately notify HD in writing; otherwise, HD may cancel my/our registered PRH application as it cannot be processed further;
5. I/We understand that there is no restriction on the sex of the public housing applicants. Both male and female are eligible applicants with equal rights and responsibilities;
6. I/We agree that HA and HD may, in processing my/our application, collect my/our personal data from other relevant government departments, public/private organisations (such as but not limited to financial institutions and banks), and/or any other third party (such as but not limited to employers) possessing my/our personal data for verification and confirmation of my/our eligibility. Whilst the collection of information is in progress, the personal data contained therein may be disclosed to the abovementioned organisations and/or any other third party. In this connection, I/we authorise these organisations and/or any other third party possessing my/our personal data to furnish HA and HD with my/our personal data for the vetting of my/our application;
7. I/We agree that the information provided in this Application Form may be used by the HA and HD for statistical survey or research, and I/we may be contacted for such a purpose;
8. Upon allocation of PRH unit, my/our personal data and all correspondences relating to PRH application will be transferred to the relevant Estate Office for the purpose of implementation of public housing policy and enforcement of tenancy conditions for the allocated flat;and
9. All the above particulars furnished in this Application Form are true and correct. I/We understand that by virtue of Section 26(1)(c) of the Housing Ordinance (Cap. 283), any person who knowingly makes any false statement to HA in respect of an application for a public housing unit shall be guilty of an offence, and shall be liable on conviction to a fine at Level 5 as specified in Schedule 8 to the Criminal Procedure Ordinance (Cap. 221) and to imprisonment for 6 months (as at the date of the revision of this Application Form, the maximum fine at Level 5 is HK\$50,000). If I/we make false statement or furnish false information when applying for PRH, irrespective of whether I/we shall be prosecuted for or convicted of the offence, or whether the false statement/false information has any impact on the eligibility of the PRH application, HA may cancel the registered PRH application. HA may also terminate the tenancy agreement acquired through making false statement / furnishing false information by virtue of its powers conferred under the Housing Ordinance.

- Attention:**
- (i) **The Applicant and all family members aged 18 or above who are listed in Part 1 are required to sign below.**
 - (ii) **The Applicant shall be held liable for the data of family member(s) aged below 18 furnished herein.**

	<u>Name</u>	<u>H.K.I.C. No.</u>	<u>Signature</u>
Applicant	_____	()	_____
Family Member	_____	()	_____
Family Member	_____	()	_____
Family Member	_____	()	_____
Family Member	_____	()	_____

Date (Day|Month |Year)

Part 8 Checklist of Supporting Documents for Public Rental Housing Applications (Please “✓” in the appropriate boxes)

1. Documents and relevant declarations^{Note 3} for Applicants and Family Members (Please refer to Item 4.3 of Application Guide)	
Copy of identity documents of individual family members	<input type="checkbox"/> Hong Kong Smart Identity Card (for persons aged 11 or above). <input type="checkbox"/> Birth Certificate (for persons aged below 11). <input type="checkbox"/> One-way Permit/travel document/ passport or related supporting documents (persons who have arrived in Hong Kong for less than 7 years, documents permitting them to land in Hong Kong with the stamp showing the initial date of entry are required).
If name shown in the application form is different from that shown in the supporting documents	<input type="checkbox"/> Copy of deed poll, notary public certificate or documents issued by the Registration of Persons Office.
Copy of relationship proof	<input type="checkbox"/> Birth certificate or notary public certificate. <input type="checkbox"/> Adoption or Appointment of Guardians documents issued by judicial authorities / government departments <input type="checkbox"/> Declaration.
Copy of documents on marital status for married persons	<input type="checkbox"/> Certificate of Marriage. <input type="checkbox"/> For customary marriage celebrated in Hong Kong, the original of a statutory declaration. <input type="checkbox"/> For the spouse of an applicant/a family member who has no right to land in Hong Kong, a declaration specifying the same together with copy of the certificate of marriage and the identity document of his/her domicile (both front and back sides). <input type="checkbox"/> For a marriage registered on the mainland but without the relevant document, copy of the notary public certificate.
Divorced persons, unmarried single parent or widowed persons	<input type="checkbox"/> Copy of court order of divorce (for proceedings in Hong Kong, the certificate of making Decree Nisi Absolute (Divorce) (Form 6 or 7B)). <input type="checkbox"/> For applications including children under the age of 18, copy of the court order for the custody of children. <input type="checkbox"/> Copy of documents and declaration relating to divorce proceedings under process. <input type="checkbox"/> For separated cohabitants, the female should submit the original of a statutory declaration stating the date of separation after co-habitation and arrangements for the custody of child(ren); while the male should submit a copy of the court order for the custody of child(ren). <input type="checkbox"/> For deceased spouse, copy of the marriage certificate and death certificate. <input type="checkbox"/> Declaration.
With pregnancy of 16 weeks or more	<input type="checkbox"/> Copy of medical proof issued by registered medical practitioners.
For disabled family member	<input type="checkbox"/> Copy of disability proof issued by registered medical practitioners or recognised medical personnel.
Proof of Address	<input type="checkbox"/> Copy of any document bearing the Applicant's residential/correspondence address in Chinese/ English (e.g. electricity or water bill).
2. Income proof and relevant declarations^{Note 3} for Applicant and Family Members (Please refer to Item 4.4.1 of Application Guide)	
Salaried employee (with a regular employer)	<input type="checkbox"/> The original of Employer Certificate (HD527R).
Salaried employee (with no regular employer)	<input type="checkbox"/> Declaration.
Self-employed person	<input type="checkbox"/> Declaration with relevant documents.
CSSA recipient	<input type="checkbox"/> Declaration on the source of financial support together with copy of documents indicating the amount of Comprehensive Social Security Assistance and the Certificate of Comprehensive Social Security Assistance Recipients (for Medical Waivers).
Where Applicant or Family Member are on retirement, unemployed or without any employment	<input type="checkbox"/> Declaration on the source of financial support.
Leased/ Vacant land/landed properties	<input type="checkbox"/> Declaration. <input type="checkbox"/> Copy of the latest demand note for rates and government rent.
Other sources of income (dividends, bonus, dividends/giving-outs of insurance policies, regular interest on fixed deposits, pension, contributions from relatives, etc)	<input type="checkbox"/> Copy of pension documents. <input type="checkbox"/> Declaration.
3. Net Asset Value Proof and relevant declarations^{Note 3} for Applicant and Family Members in and outside Hong Kong (Please refer to Item 4.4.2 of Application Guide)	
Land	<input type="checkbox"/> The latest valuation report of the land. <input type="checkbox"/> Copy of proof of ownership of the land. <input type="checkbox"/> Copy of the relevant mortgage deed. <input type="checkbox"/> Declaration.
Landed Properties: referring to properties owned or under agreements for sale and purchase, e.g. domestic properties, commercial retail shops, industrial premises, parking spaces, etc	<input type="checkbox"/> The latest valuation report of the landed properties. <input type="checkbox"/> Copy of the relevant mortgage deed. <input type="checkbox"/> Copy of proof of ownership of the landed properties. <input type="checkbox"/> Declaration.
Vehicles: e.g. private cars and commercial vehicles	<input type="checkbox"/> Copy of vehicle registration document (including the front and back sides). <input type="checkbox"/> Declaration.
Taxi/ Public Light Bus Licences	<input type="checkbox"/> Copy of the licence. <input type="checkbox"/> Copy of the hire purchase agreement. <input type="checkbox"/> The latest valuation report of the licence.
Investments : e.g. Mutual Fund, Unit trust fund, listed shares, deposits with brokers, commodity futures product, paper gold, certificates of deposits, insurance policies and bonds	<input type="checkbox"/> Declaration(s). Supporting documents are not required at this stage.
Business undertakings: e.g. sole proprietorship, partnership or limited companies and all business assets held	<input type="checkbox"/> Copy of valid business registration certificate/ hawker licence/fishing vessel licence. <input type="checkbox"/> Declaration.
Fixed Deposits	<input type="checkbox"/> Declaration(s). Supporting documents are not required at this stage.

Note 3: Relevant declaration forms can be downloaded from the HA/HD Web Site, obtained from the Applications Sub-section of HD at Podium Level 2, Hong Kong HA Customer Service Centre at No. 3, Wang Tau Hom South Road, Kln. or the Housing Information Centre at Podium Level of Un Chau Shopping Centre, Sham Shui Po. For the proper use of the declaration forms, please refer to items 4.3 and 4.4 in the “Application Guide”.

Note 4: HA's target is to maintain the AWT for general applicants (i.e. family and elderly one-person applicants) at around three years. Waiting time refers to the time taken between registration for PRH and first flat offer, excluding any frozen period during the application period (e.g. when the applicant has not yet fulfilled the residence requirement; the applicant has requested to put his/her application on hold pending arrival of family members for family reunion; the applicant is imprisoned, etc). The average waiting time for general applicants refers to the average of the waiting time of those general applicants who were housed to PRH in the past 12 months.