

Sale of Home Ownership Scheme Flats 2020 White Form Secondary Market Scheme 2020

Amendment to Application Form/ Application Guide/Sales Booklet/Sales Leaflet

Note: This note should be read together with the following Application Documents:

- Sale of Home Ownership Scheme Flats 2020 (HOS 2020) (White Form) / White Form Secondary Market Scheme 2020 (WSM 2020) Application Form (Rev 6/2020);
- HOS 2020 (Green Form) Application Form (Rev 6/2020);
- HOS 2020 Application Guide for White Form Applicants;
- HOS 2020 Application Guide for Green Form Applicants;
- WSM 2020 Application Guide;
- HOS 2020 Sales Booklet (Kai Cheung Court) (Printing Date: 23 June 2020);
- HOS 2020 Sales Booklet (Choi Wo Court) (Printing Date: 23 June 2020) ;
- HOS 2020 Sales Booklet (Kam Chun Court) (Printing Date: 23 June 2020) ;
- HOS 2020 Sales Booklet (Shan Lai Court) (Printing Date: 23 June 2020);
- HOS 2020 Re-sale Flats Sales Leaflet (Hoi Lok Court and Yu Tai Court) (Printing Date: 23 June 2020); and
- HOS 2020 Re-sale Flats Sales Leaflet (Hoi Tak Court, Kam Fai Court, Sheung Man Court, Yuk Wo Court and Yung Ming Court) (Printing Date: 23 June 2020)

Amendment to Application Documents

1. (i) HOS 2020 (White Form) / WSM 2020 Application Form (Rev 6/2020); and (ii) HOS 2020 (Green Form) Application Form (Rev 6/2020);
<ul style="list-style-type: none"> ● Application period: 10 September 2020 to 7 October 2020 (The closing time is 7 p.m. on 7 October 2020) ● Online application opening time is 8 a.m. on 10 September 2020 and closing time is 7 p.m. on 7 October 2020 ● Closing date of application is 7 October 2020 ● 24 months immediately preceding the closing date of application is from 8 October 2018 to 7 October 2020 ● Date for signature should be within the application period from 10 September 2020 to 7 October 2020
2. (i) HOS 2020 Application Guide for White Form Applicants; (ii) HOS 2020 Application Guide for Green Form Applicants; and (iii) WSM 2020 Application Guide
<ul style="list-style-type: none"> ● From 10 September 2020 to 7 October 2020, Application Form, Application Guide, Sales Booklets/Sales Leaflets for flats for sale under this sale exercise can be obtained at designated venues (during office hours of respective offices) ● From 3 September 2020 to 7 October 2020, Application Form, Application Guide, Sales Booklets/Sales Leaflets for flats for sale under this sale exercise can be downloaded from the website ● Sham Shui Po Housing Information Centre will be closed ● Application period is from 10 September 2020 to 7 October 2020. The closing time is 7 p.m. on 7 October 2020 ● Online application opening time is 8 a.m. on 10 September 2020 and closing time is 7 p.m. on 7 October 2020 ● Closing date of application is 7 October 2020

- For households of the HA PRH estates or households of HS's Group A rental estates, the date of commencement of their PRH or rental estates tenancies must be on or before the closing date 7 October 2020
- If a one-person female applicant has been pregnant for 16 weeks, the expected delivery date must be on or before 24 March 2021 on the closing date of application (i.e. 7 October 2020)
- 24 months immediately preceding the closing date of application is from 8 October 2018 to 7 October 2020
- Annex B/D - Employee's Income Certificate: the employer should declare the employee's income for the period from 04/2020 to 09/2020 and the employee's other income in the past 12 months (from 10/2019 to 9/2020)

Income

1. Income from employment

- Those who earn a regular salary should calculate their income as at 30 September 2020 using their basic salary before tax plus the average monthly regular and irregular commission and allowance from 1 April 2020 to 30 September 2020 plus the average monthly income of year-end bonus and double pay received from 1 October 2019 to 30 September 2020 less total statutory employee's contribution to MPF/ Provident Fund from 1 April 2020 to 30 September 2020
- Those who are paid on an occasional basis, they should calculate their average monthly income for the period from 1 April 2020 to 30 September 2020 (a) serving the employer for 6 calendar months, they should declare their average monthly income by dividing the total income received over the period from 1 April 2020 to 30 September 2020 by 6 months plus the year-end bonus and double pay from 1 October 2019 to 30 September 2020 by 12 months less total statutory employee's contribution to MPF/ Provident Fund from 1 April 2020 to 30 September 2020 by 6 months; (b) serving the employer for less than 6 calendar months, the average monthly income is calculated by dividing the total income received from 1 April 2020 to 30 September 2020 to corresponding months or days of service period less the average of total statutory employee's contribution to MPF/ Provident Fund from service period divided by corresponding months or days of service period
- Year-end bonus/ double pay: The bonuses and double pay received on a regular or occasional basis from current employer for the period from 1 October 2019 to 30 September 2020 should be declared after being converted into a monthly average
- Non year-end bonus/ double pay and allowances: All commissions and various allowances received on a regular or occasional basis for the period from 1 April 2020 to 30 September 2020 should be declared after being converted into a monthly average
- If a person's total household income exceeds the income limit after the irregular income received for the period from 1 April 2020 to 30 September 2020 has been converted into a monthly average, he/ she may convert the irregular income received for the period from 1 October 2019 to 30 September 2020 into a monthly average
- Copy of the salary statement or income proof for a period of 12 calendar months (i.e. from 1 October 2019 to 30 September 2020) if failing to provide the Employee's Income Certificate and a copy of the applicable tax documents

2. Income from self-employment

- Business operators :
 - (a) For business with 1 year: the monthly average income earned over the 12 calendar months from 1 October 2019 to 30 September 2020 should be declared
 - (b) For business less than 1 year: the monthly average income earned during 1 October 2019 to 30 September 2020 should be declared

- Self-employment without business registration :
 - (a) Working with 1 year: the monthly average income earned over the 12 calendar months from 1 October 2019 to 30 September 2020 should be declared
 - (b) Working less than 1 year: the monthly average income earned during 1 October 2019 to 30 September 2020 should be declared
- 3. Other income
 - Alimony and child maintenance, financial provision/ financial support from children/ relatives not listed on the application form, the guaranteed monthly annuity payment under annuity plans (including Hong Kong Mortgage Corporation Annuity Plan), pensions/ dependent pensions under the Surviving Spouses' and Children's Pensions Scheme, scholarship given as remuneration to be taxable, etc.:
 - (a) Regular amount: amount received in September 2020
 - (b) Irregular amount: average monthly amount received over the 6 calendar months i.e. 1 April 2020 to 30 September 2020
 - Any interest/ bonus/ dividend received from fixed term deposits and transactions of any nature, such as shares, funds, annuity, etc.: average monthly amount received over the 6 calendar months from 1 April 2020 to 30 September 2020
 - Any interest/ bonus received from savings or investment-linked insurance policies: average monthly amount received over the last 12 calendar months i.e. 1 October 2019 to 30 September 2020

Net Asset Value

The applicant and all family members (including those aged below 18) are required to declare the net asset value as at 9 September 2020 (including assets in and outside Hong Kong)

- For land in and outside Hong Kong such as land held by way of government grants or Letters "A"/ "B" land exchange entitlements, the net value is calculated by deducting the outstanding mortgage amount from the asset value as at 9 September 2020
- For landed properties of any uses (including ancestral houses) (The White Form applicant and all family members must not own domestic properties in Hong Kong) in and outside Hong Kong, which are completed or for pre-sale, or which are the subject matter of a sale and purchase agreement, the net value is calculated by deducting the outstanding mortgage amount from the asset value as at 9 September 2020
- Vehicle - the net value is calculated by deducting the outstanding hire purchase repayment and depreciation from the sum of purchase price and the residual values of vehicle registration fee and insurance premium as at 9 September 2020. (A copy of vehicle registration document (both front and back sides). Copies of relevant vehicle purchase agreement, registration document, the hire purchase agreement which shows repayment schedule for the months of August 2020 and September 2020, the valid insurance policy and payment receipts as at 1 September 2020, etc.)
- Taxi/ Public light bus licences - The net value is derived by deducting the outstanding mortgage amount from the market value as at 9 September 2020
- Investments - The value of these investment instruments is determined by the unit closing price as at 9 September 2020, or the most recent unit closing price (whichever is the latest)
- Deposits at bank, cash in hand and others –
 - The applicant and/or his/ her family member(s)'s asset and bank account(s) under applicant's or his/ her family member(s)' would be regarded as total household asset as at 9 September 2020
 - Deposits at bank include balances of savings/ current accounts deposits and fixed deposits in both local and foreign currencies as at 9 September 2020

- Cash in hand as at 9 September 2020 includes local currency in the value of HK\$5,000 or above and foreign currencies of the same value. Outstanding loans to others as at 9 September 2020 in both local and foreign currencies

- 3. (i) HOS 2020 Sales Booklets (Kai Cheung Court, Choi Wo Court, Kam Chun Court and Shan Lai Court) (Printing Date: 23 June 2020) ;**
(ii) HOS 2020 Re-sale Flats Sales Leaflets (Hoi Lok Court and Yu Tai Court) (Printing Date: 23 June 2020); and
(iii) HOS 2020 Re-sale Flats Sales Leaflets (Hoi Tak Court, Kam Fai Court, Sheung Man Court, Yuk Wo Court and Yung Ming Court) (Printing Date: 23 June 2020)

- Application Period: 10 September 2020 to 7 October 2020
- Closing Time: 7 pm on 7 October 2020
- Tentative Date of Ballot: January 2021 (Exact date to be announced)
- Tentative Date for commencement of Flat Selection: June 2021 (Exact date to be announced)
- During the period from 10 September 2020 to 7 October 2020, application forms, application guides, sales booklets/sales leaflets can be obtained at designated venues
- During the period from 3 September 2020 to 7 October 2020, application forms, application guides, sales booklets/sales leaflets can be downloaded from the website below
www.housingauthority.gov.hk/hos/2020
- Sham Shui Po Housing Information Centre will be closed
- The occupation document (i.e. Occupation Permit) of Choi Wo Court has been obtained. For Estimated Material Dates of other developments under HOS 2020, please refer to the update (if any) announced by the HA
- Exhibition gallery at HA Customer Service Centre in Lok Fu will be closed. Public may visit the designated website of the HA (www.housingauthority.gov.hk/hos/2020) where information on this sale exercise, a video on building models and doll houses of Kai Cheung Court, Choi Wo Court, Kam Chun Court and Shan Lai Court are available for viewing
- Firm(s) of solicitors acting for the vendor:

Kai Cheung Court	:	W. K. To & Co.
Choi Wo Court	:	Gary Mak, Dennis Wong & Chang
Kam Chun Court	:	Ford, Kwan & Co.; Wilkinson & Grist; Chu & Lau; Ho & Wong; Raymond T. Y. Chan, Victoria Chan & Co.; Gary Mak, Dennis Wong & Chang
Shan Lai Court	:	Kao, Lee & Yip; Ford, Kwan & Co.; Chu & Lau; Ho & Wong; Raymond T. Y. Chan, Victoria Chan & Co.



Point to Note -

The provisional reference price set out in the Sales Booklet/ Sales Leaflet of Sale of Home Ownership Scheme (HOS) Flats (HOS 2020) is just provisional figures for reference by applicants before the finalization of the discount rate and average selling prices. As a one-off special arrangement, the Hong Kong Housing Authority (HA) would finalise the discount rate and average selling prices for HOS 2020 when the median monthly household income of non-owner occupier households for April to June 2020 is available in late August 2020. Should the relevant income figure drop, the discount rate would be adjusted upward, meaning that the average selling prices will be adjusted downward; but in case the relevant income figure goes up, HA would not adjust the discount rate downward, meaning that the average selling prices will not be adjusted upward.

Before filling in the application form, applicants should read carefully this Application Guide for Green Form Applicants (Application Guide) to understand the eligibility criteria and application details. Each person can only be listed in one application form of this sale exercise (either online application/ paper application for Green Form or White Form), otherwise will be regarded as duplicate applications. Any duplicate application will render all applications null and void, and the application fee paid is non-refundable and non-transferrable under any circumstances. Please make reference to the guidelines on completing the application form at paragraph 7 and the template at Annex A. Regarding whether those who had received housing subsidies before are eligible to apply in this sale exercise, please refer to Paragraph 4 of this Application Guide. After submitting the Application Form, please keep this Application Guide for future reference.

Green Application Form (Green Form) for HOS 2020 is for the use of the following applicants only:

- (a) Households of Public Rental Housing (PRH) units under the HA (tenants under conditional tenancies or monthly licencees of HA Transitional Rental Housing units are not allowed to submit application);
- (b) Households of Group A Rental Estates (Rental Estates) under the Hong Kong Housing Society (HS) (households of Group B Rental Estates or monthly licencees of HS Transitional Rental Housing units are not allowed to submit application);
- (c) Holders of a valid “Green Form Certificate (GFC) – Applicable to Sale of Home Ownership Scheme Flat Only” issued by the Housing Department (HD)/ the Urban Renewal Authority (URA);
- (d) Staff of the Estate Assistant (EA) grade of the HD who is holding a valid Letter of Assurance (LA) issued by the HD; and
- (e) Recipients of Rent Allowance for the Elderly Scheme (RAES) administered by the HA.

Applicants may choose either one of the following ways to submit application:

- (a) online application: applicants should complete the online application form and pay the application fee of HK\$250 by a valid credit card (VISA, MasterCard, JCB or UnionPay) of the applicant or another person through the HA website (www.housingauthority.gov.hk/hos/2020). For details, please refer to the said website; or
- (b) by post/by hand: applicants should submit the original copy of the completed application form, together with copies of their Hong Kong Identity Card or Hong Kong Birth Certificate (for persons aged below 11) and a crossed cheque or cashier's order for payment of application fee (HK\$250). Other means of payment (such as payment at convenience store, post-dated cheque, cash, gift cheque, postal order and electronic cheques) will not be accepted.

Applicants can only submit application through either one of the above ways. If an online application is successfully submitted, the applicant and/ or his/ her family member(s) listed in the application form should not submit application form again by post or by hand, or vice versa. Each person can only be listed in one application form of this sale exercise, otherwise will be regarded as duplicate applications. Any duplicate application, no matter online/ paper application will render all applications null and void, and the application fee paid is non-refundable and non-transferrable under any circumstances.

GFC Holders are required to submit the original copy of a “GFC - Applicable to Sale of Home Ownership Scheme Flats Only” or LA, if applicable. PRH tenants of the HA, rental estate tenants of the HS, persons whose eligibility for Civil Service Public Housing Quota or Special One-off Housing Allocation for Junior Civil Servants has been established and who have been issued valid GFC for purchase of flats under the current sale exercise, and HD's EA grade staff holding valid LAs are not required to fill in total household monthly income and total net asset value of household. Other applicants with GFC must fill in income and assets including in and outside Hong Kong. **Proofs for income, asset value and family member's relationship are NOT required**

to be submitted at the time of submitting the application form but please keep details of your income and breakdown of assets to substantiate your declared income and assets for the HA's further vetting in future if required. For applicants who have submitted their application through online submission, HA will request them to submit copies of Identify Card or GFC or LA if necessary. The HA will, according to the random order generated by computer from ballot result, notify the applicant and family member(s) listed in Part I of the application form who have higher priority in writing to submit relevant supporting documents within a specified period for detailed vetting.

Application to Join the Next HA's Subsidised Sale Flats (SSF) Sale Exercise

Valid Green Form (GF) applicants of HOS 2020 will be allowed to opt for applying in the next HA's SSF sale exercise (i.e. HA's SSF sale exercise put up immediately following this HOS sale exercise) (the next HA's SSF sale exercise) without having to submit a separate application and pay the application fee. The HOS and the next HA's SSF sale exercise are two separate sale exercises. Regarding the sales arrangement of the next HA's SSF sale exercise, please pay attention to the announcement later.

If applicants wish to apply for the next HA's SSF sale exercise, applicants need to indicate consent in Part VII of the HOS 2020 application form to carry over the HOS 2020 application to the next SSF sale exercise. Information submitted in the application form will be used to verify the eligibility criteria and priority for flats selection in the next HA's SSF sale exercise.

If the family composition of the applicants has been changed, applicants are required to inform the HA soonest possible so that the HA can update the family particulars. If the changes will affect the applicants' household category and priority for flat selection in the next HA's SSF sale exercise, such as from a one-person household to a family household, or from a general family to a family applying under the "Priority Scheme for Families with Elderly Member (FEP)", applicants are required to inform the HA in writing during the stipulated application period of the next HA's SSF sale exercise.

The carry-over arrangement will not affect how HA process the GF applications for HOS 2020. Applicants who have successfully purchased a flat under HOS 2020 or have been rejected under HOS 2020, their carried-over applications will be cancelled immediately.

1. Eligibility Criteria

- 1.1 One-person applicants (Note 1)/ family applicants (consisting of two or more members) falling into one of the following categories :
 - (a) Households of the HA PRH estates or households of HS's Group A rental estates **(the date of commencement of their PRH or rental estates tenancies must be on or before the closing date 12 August 2020)** (not applicable to tenants under conditional tenancies of HA or monthly licencees of HA Transitional Rental Housing units or households of HS's Group B rental estates or monthly licencees of HS Transitional Rental Housing units) –
 - (i) Households of PRH units should apply together with **all family members** listed in the tenancy/ fixed-term licence and have their eligibility verified by their respective Estate Offices/ District Tenancy Management Offices. (Please contact relevant Estate Offices/ District Tenancy Management Offices direct for details.);
 - (ii) The applicant or any member of the family has not breached any clause of the Tenancy Agreement/ any terms and conditions of their fixed-term licence of their PRH unit, has not accrued 16 or more valid points under the Marking Scheme for Estate Management Enforcement in Public Housing Estates, and has not been issued Notice-to-Quit to terminate the tenancy/ fixed-term licence, whether appeal procedure is in progress or not; and

Note 1: One-person applicant includes : unmarried person, divorcee, widow/ widower and married person whose spouse does not have the right to land in Hong Kong. If a one-person female applicant has been pregnant for 16 weeks (the expected delivery date must be on or before 27 January 2021) on the closing date of application (i.e. 12 August 2020), the unborn child will be counted as a member of the household and the application will be regarded as family category provided that a valid medical certificate specifying the period of pregnancy shall be submitted upon the request of the HA. The applicant and all family members must be residing in Hong Kong and have the right to land in Hong Kong without being subject to any conditions of stay (except for conditions concerning the limit of stay). **Family members who do not have the right to land in Hong Kong should not be included in the application.**

- (iii) HA tenants occupying two or more PRH units may apply according to the following rules:
 - Households consisting of one nuclear family (Note 2) will be allowed to buy only one flat under this sale exercise (please refer to paragraph 3(a) for flat recovery arrangement);
 - Households consisting of two or more nuclear families will be allowed to split and submit separate applications on the conditions that –
 - (1) endorsement of their application forms has been given by their respective Estate Offices/ District Tenancy Management Offices; and
 - (2) at most only two flats under the subsidised housing schemes may be purchased (including flats bought with loans/ subsidies granted under the Home Purchase Loan Scheme (HPLS), Home Assistance Loan Scheme (HALS) or flats previously bought under the HOS, the Private Sector Participation Scheme (PSPS), the Green Form Subsidised Home Ownership Pilot Scheme/ the Green Form Subsidised Home Ownership Scheme (GSH), the HOS Secondary Market Scheme (SMS), the Mortgage Subsidy Scheme (MSS), the Tenants Purchase Scheme (TPS), the Buy or Rent Option (BRO) or other subsidised housing schemes administered by the HS and URA.)
- (b) Persons falling into one of the following categories who are holders of valid “GFC - Applicable to Sale of Home Ownership Scheme Flats Only” issued by the HD/ URA –
 - (i) PRH applicants who have passed the detailed vetting and whose eligibility for allocation of PRH has been established;
 - (ii) Persons under Civil Service Public Housing Quota or Special One-off Housing Allocation for Junior Civil Servants whose eligibility has been established;
 - (iii) Clearees affected in clearance exercises initiated by the Government and victims of natural disasters whose PRH eligibility has been established;
 - (iv) Clearees affected in urban renewal projects whose PRH eligibility has been established;
 - (v) PRH residents whose eligibility for allocation of PRH flat has been established due to divorce/ splitting; and
 - (vi) Former PRH tenants holding a LA issued by the HD whose eligibility for allocation of the PRH flat has been established.
- (c) Staff of the EA grade who hold a valid LA issued by the HD and meet the following criteria –
 - (i) Staff of the EA grade who have obtained a LA under the special arrangement of phase 4 must still meet the requirements concerning not owning domestic property (Note 3) applicable at the time of application for the LA when they purchase a flat by means of the LA;
 - (ii) Staff of the EA grade who have obtained a LA under the special arrangement of phase 5 must still meet the requirements concerning: (1) not owning domestic property (Note 3); (2) residence rule applicable to family members; (3) maximum salary point of family members who are civil servants applicable at the time of application for the LA when they purchase a flat by means of the LA; or
 - (iii) Staff of the EA grade who have obtained a LA under the special arrangement set out in the memo issued by the Chief Executive Officer/ Management on 1.2.2000 and 25.3.2002, and by the Senior Executive Officer/ Estate Management on 23.5.2005 must still meet all the relevant requirements set out in the above memos and all their appendices [including the requirement of not owning domestic property (Note 3)] when they purchase a flat by means of the LA.

Note 2: Nuclear families refer to families comprising husband and wife, parent(s) and child(ren) (including step child(ren) or adopted child(ren), but supporting documents should be submitted upon the request of the HA). **Grandparent(s) and grandchild(ren) are non-nuclear families** but they will be regarded as nuclear families if supporting documents can be provided to prove that the parents of the grandchild(ren) are deceased, or if both grandparents are included in the application with either one of the grandparents as the applicant.

Note 3: The applicant and the family members are regarded as owning domestic property if they have: (i) owned or co-owned any domestic property in Hong Kong or any interest in such kind of property; or (ii) entered into any agreement (including preliminary agreement) to purchase any domestic property in Hong Kong; or (iii) owned more than 50% of the shares in a company which directly or through a subsidiary company owned any domestic property in Hong Kong; or (iv) been a beneficiary of any domestic property (including land) in Hong Kong; or (v) assigned any domestic properties in Hong Kong or any interest in such properties in Hong Kong (the date of assignment means the date of execution of the Deed of Assignment); or (vi) withdrawn from any company which owned any domestic property in Hong Kong in which the applicant/ family member owned more than 50% of the shares. Domestic property includes any domestic property, uncompleted private domestic property, rooftop structures approved by the Building Authority, domestic building lots and small house grants approved by the Lands Department in Hong Kong.

(d) RAES recipients may apply provided that they or any member of the family have not breached any clause of their Rent Allowance Agreement.

- 1.2 If applying as a household, the applicant and his/ her family members must be related.
- 1.3 **The applicant must be at least 18 years old on the closing date (i.e. 12 August 2020) of application and must become the owner of the flat purchased.**
- 1.4 All family members listed in the PRH tenancy/ Rental Estate tenancy/fixed-term licence or GFC must be included in the same application form.
- 1.5 **The applicant and the family member(s) listed in Part I of the application form must meet the eligibility criteria of the application from submission of the application form up to the date of signing the Agreement for Sale and Purchase (ASP) for the purchase of a HOS flat.** Those who are found ineligible will have their applications cancelled immediately, and the application fee paid is non-refundable and non-transferrable.
- 1.6 **Each person (regardless of applicant or family member) can only be listed in one application form under this scheme (either online/ paper application for Green Form or White Form), otherwise will be regarded as duplicate application.** If a married couple submits separate applications, the applications will also be regarded as duplication of application. **Any duplicate application, no matter online/paper application will render all applications null and void, and application fee paid is non-refundable and non-transferrable under any circumstances.**
- 1.7 **If the applicant and/ or the family member(s) listed in the application form is/are married, his/ her/ their spouse(s) must be included in the same application form.** Otherwise, the HA may cancel all the related applications. If there are supporting documents to prove that the spouses are divorced or the spouses do not have the right to land in Hong Kong (Note 1) or the spouses have been deceased, the applications may not be cancelled. To prove that the spouses are divorced, the divorcee must present the certificate of making **Decree Nisi Absolute (Divorce)** (Form 6 or Form 7B), the date of divorce must be on or before the closing date of application (i.e. 12 August 2020), otherwise their spouses must be included in the same application form, the HA may cancel all the related applications. **If the application is cancelled, the application fee paid will not be refunded and cannot be transferred.**
- 1.8 If the spouse of a one-person applicant does not intend to add into the PRH/Rental Estate tenancy, his/her spouse must also be included in the same application (except legally divorced, or the spouse does not have the right to land in Hong Kong or has deceased), the order of priority for flat selection of this kind of application will be processed according to the arrangements for one-person applicant (excluding one-person applicant living in Housing for Senior Citizens).
- 1.9 No member of the family and the applicant has received housing subsidies described in paragraph 4 below.
- 1.10 Applicants who were unsuccessful in previous applications for subsidised housing schemes under the HA, the HS or the URA may apply, provided that they meet the eligibility criteria.

2. **Priority Scheme for Families with Elderly Members**

Families consisting of two persons or above opting to join the 'Priority Scheme for Families with Elderly Members' will be accorded priority in flat selection if they meet the following requirements:

- 2.1 The elderly member must have reached the age of 60 on the closing date of application (i.e. 12 August 2020) and must be a family member listed in the PRH tenancy/ Rental Estate tenancy/ fixed-term licence/ GFC.
- 2.2 The elderly member must become an owner or a joint owner of the purchased flat. He/ She should have the mental capacity (if necessary, the HA may require the elderly member to provide a recent medical proof) to understand the nature and effect of all application documents relating to this sale exercise and legal documents, such as ASP / Deed of Assignment and so on, which he/ she signs.
- 2.3 If the elderly member is married, his/ her spouse must also be included in the same application unless supporting documents are submitted to prove that they are legally divorced, or the spouse does not have the right to land in Hong Kong (Note 1) or is deceased. To prove that the spouses are divorced, the divorcee must present the certificate of making **Decree Nisi Absolute (Divorce)** (Form 6 or Form 7B), the date of divorce must be on or before the closing date of application (i.e. 12 August 2020), otherwise

their spouse must be included in the same application form, the HA may cancel all the related applications.

- 2.4 The applicant must sign a joint declaration with the elderly member at the time of signing the ASP, undertaking that they are willing to live together in the purchased flat.
- 2.5 Except for permanent departure, death or other compassionate reasons recommended by the Director of Social Welfare, the name of the elderly member cannot be deleted from the record of owners kept by the HD in future.

3. Application Arrangements and Notes to Applicants

Applicants' Eligibility	Points to Note
(a) PRH tenants/ fixed-term licencees of the HA	<p>Upon (i) the date of taking over the newly purchased flats; or (ii) the 10th working day from the date of assignment inclusively, whichever is earlier, tenants/ licencees of PRH units of the HA shall immediately submit a Notice-to-Quit to the HD for terminating within 60 days the tenancy/ fixed-term licence of their units. They shall return their PRH units in vacant possession to the HA on or before the day the tenancy/ fixed-term licence is terminated.</p> <p>Tenants/ Licencees unable to return their PRH units within the specified period have to submit an application in advance to the HD for an extension of stay up to 30 days. If the extension is approved, they will have to pay an occupation fee equal to three times the prevailing net rent/ licence fee of the PRH unit plus rates. If the tenant/ licencee has been paying market rent/ licence fee before the deadline for vacating the PRH unit, the occupation fee for the extended stay will be charged at either the rate of market rent/ licence fee or three times the prevailing net rent/ licence fee of the PRH unit plus rates, whichever is the higher.</p> <p>For tenants occupying two or more PRH units, if the households consist of one nuclear family, they will be allowed to buy only one HOS flat and have to surrender all the PRH units they are currently occupying. If the households consist of two or more nuclear families, they will be allowed to split and submit separate applications. However, they may purchase only two flats under the subsidised housing schemes at the most. They have to surrender one of their PRH units upon signing the assignment for the first flat in accordance with (i) or (ii) of paragraph 3(a) and surrender all the remaining PRH units upon signing the assignment for the second flat.</p> <p>PRH tenants/ fixed-term licensees affected by the HA's clearance programmes should note that the HOS flats offered for sale in the current sale exercise may be due for occupation after the removal deadline of the PRH units they are currently occupying. Purchasers of such flats are nonetheless required to move out of their present housing units before the removal deadline without any rehousing arrangement including transitional accommodation arrangement from the HA or the HD. The HA and the HD shall not be held responsible for any loss or expenses thus incurred.</p>
(b) Rental Estates' tenants / licencees of HS	<p>Upon the date of taking over the newly purchased flats, tenants / licencees of the rental flats of the HS shall immediately submit a "Notice of Tenancy / Licence Termination" to the HS for terminating within a maximum of 2 calendar months, terminating the tenancy / licence on the last day of the month and shall return the rental flats in vacant possession to the HS on or before the day the tenancy / licence is terminated. Please contact the respective HS Estate Offices for details.</p>
(c) Holders of valid GFCs issued by the HD / URA	<p>Holders of GFCs must still meet the eligibility criteria specified in the certificate at the time of purchasing a flat under the current sale exercise.</p> <p>Their PRH registration numbers/ any remaining GFC(s) and/ or Certificate of Eligibility to Purchase will become null and void after they have successfully acquired a flat under this sale exercise through signing an ASP, and they will not be allocated any PRH (including Interim Housing (IH)) unit.</p> <p>Persons who are family members of households living in PRH units (including</p>

	<p>IH) shall move out from the PRH (including IH) unit and have their names deleted from the respective public housing tenancy, or to surrender the PRH unit currently occupied to the HA/ HS in accordance with the requirements of sub-paragraph 3(a)/ 3(b) above. Please contact the respective Estate Offices for details.</p> <p>GFC Holders who are clearerees affected by the Government's clearance programmes/ natural disasters should note that the HOS flats offered for sale in the current sale exercise may be due for occupation after the removal deadline of the unit/ structure to be cleared which they are currently occupying. Purchasers of such flats are nonetheless required to move out of their present housing units/ structure before the removal deadline without any rehousing arrangement including transitional accommodation arrangement from the HA or the HD. The HA and the HD shall not be held responsible for any loss or expenses thus incurred.</p>
(d) Staff of the EA grade who hold a valid LA issued by the HD	Their PRH registration numbers/ LA will become null and void upon their successful purchase of a flat under the current sale exercise and they will not be eligible for allocation of a PRH unit.
(e) RAES recipients	The granting of RAES allowance will be ceased automatically after 60 days upon (i) the date of taking over the newly purchased flats; or (ii) the 10 th working day from the date of assignment inclusively, whichever is earlier.

4. **Ineligible Applicants**

- 4.1 Those who have purchased a flat or have obtained a loan or subsidies under the following subsidised home ownership schemes, as well as their spouses (including the spouses of purchasers and loan /subsidies receivers who were unmarried at that time). Even if the relevant owner/ borrower has sold the flat or repaid the loan, he/ she, as well as his/ her spouse, are not eligible to apply:
- (a) Home Ownership Scheme (HOS);
 - (b) Private Sector Participation Scheme (PSPS);
 - (c) Green Form Subsidised Home Ownership Pilot Scheme/ the Green Form Subsidised Home Ownership Scheme (GSH);
 - (d) Middle Income Housing Scheme (MIHS) (Melody Garden);
 - (e) Mortgage Subsidy Scheme (MSS);
 - (f) Buy or Rent Option (BRO);
 - (g) HOS Secondary Market Scheme (SMS)/ Interim Scheme (2013 & 2015)/ White Form Secondary Market Scheme (WSM);
 - (h) Home Purchase Loan Scheme (HPLS)/ Home Assistance Loan Scheme (HALS);
 - (i) TPS (However, those who have purchased a flat under TPS within 10 years could apply with a White Form);
 - (j) any subsidised housing schemes administered by the HS (including loan/ subsidies under any subsidised housing schemes); and
 - (k) any subsidised housing schemes administered by the URA.
- 4.2 Within two years after the date of execution of the Deed of Assignment for the purchase of a flat under paragraph 4.1, the crucial members (Note 4) of 2-person families are not eligible to apply (unless they get married or are permitted to receive the housing benefits provided by their employers). Other family members will not be bound by this restriction provided that they meet the eligibility criteria.
- 4.3 Member of the Civil Servants' Co-operative Building Society or any housing scheme of a similar nature or a lessee under any Government Built Housing Scheme (PRH tenants are exempted from this requirement).
- 4.4 Kowloon Walled City clearerees who have received the Government compensation set at HOS price level and their spouses listed on the clearance register (including the spouses of clearerees who were unmarried at the time of receiving the compensation).
- 4.5 Clearerees who had opted to receive cash allowance/ ex-gratia payment granted by the HD/ HS/ URA / Lands Department in lieu of any form of PRH, are not allowed to apply within two years after the date of receipt of the allowance/ ex-gratia payment.

Note 4: A crucial member is a member, other than the owner, included in an application form to fulfill the eligibility criteria of the minimum number of two qualified persons for family.

- 4.6 Qualified households affected by land resumption and clearance required under the Hong Kong section of Guangzhou-Shenzhen-Hong Kong Express Rail Link project and the Liantang/ Heung Yuen Wai Boundary Control Point and Associated Works, who had chosen the “ex-gratia cash allowance-only” option shall not apply within three years after the receipt of the allowance.
- 4.7 Households of HS’s Group B Rental Estates.
- 4.8 Monthly licencees of HA or HS Transitional Rental Housing Units.
- 4.9 Tenants under conditional tenancies.
- 4.10 **The HA reserves the right to reject applications after scrutiny, and the application fees will not be refunded.**

5. Applying for Other Subsidised Housing Schemes at the Same Time

Should the applicant and/ or other family member(s) listed in the application form :

- 5.1 also apply for other subsidised housing schemes and more than one applications are successful, they can only opt for one of the schemes and all other application(s) has/ have to be cancelled.
- 5.2 **successfully purchased a flat under other subsidised housing schemes, their application for purchasing a HOS flat will be cancelled immediately. Even if they have cancelled the ASP of that subsidised flat, the eligibility for purchasing a HOS flat cannot be recovered.**
- 5.3 successfully acquired a flat under other subsidised housing schemes by **individual family member(s)** and who become owner(s) or member(s) of the acquired flat, he/ she/ they is/ are required to delete his/ her/ their name(s) from the application under this sale exercise. Accordingly, the HA will re-assess the eligibility of applicants under the application and the priority for flat selection. If the deletion results in a change of the application category from family applicant to one-person applicant, income and asset limits (if applicable), and the order of priority for flat selection will be based on the arrangements for one-person applicants.
- 5.4 successfully acquire a flat under this sale exercise through signing of ASP, the application(s) for PRH (including Interim Housing (IH)) from the applicant and/ or other family member(s) listed in the application form will be cancelled and no PRH flat (including IH) will be allocated.

6. Obtaining the Application Form

- 6.1 From 23 July 2020 to 12 August 2020, Application Form, Application Guide, Sales Booklets/Sales Leaflet(s) for flats for sale under this sale exercise can be obtained at the following venues (during office hours of respective offices) or downloaded from the following website:
 - (a) HOS Sales Unit of the HA (HOS Sales Unit) (Address: Podium Level 1, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon) (near Exit A, Lok Fu MTR station);
 - (b) The Office of HA’s Green Form Subsidised Home Ownership Scheme Sales Unit (Address: 1/F, Pioneer Place, 33 Hoi Yuen Road, Kwun Tong, Kowloon) (the nearest MTR Exit:B3, Kwun Tong MTR station) ;
 - (c) Estate Offices and District Tenancy Management Offices of the HA;
 - (d) Rental Estate Offices of the HS;
 - (e) Home Affairs Enquiry Centres of the Home Affairs Department;
 - (f) Sham Shui Po Housing Information Centre (Address: Podium, Un Chau Shopping Centre, Un Chau Estate, Kowloon); and
 - (g) Website: www.housingauthority.gov.hk/hos/2020 (Please submit the full set of Application Form with 6 pages)(Applicants may choose to submit online application)

7. Guidelines on Completing the Application Form

- 7.1 Applicants should fill in the application form in English block letters and Chinese (if applicable) with a black or blue ball pen. **Applicants and relevant family member(s) should sign against amendments, if any. No correction materials such as correction fluid or tapes for obliteration should be used.**
- 7.2 Applicants who are PRH tenants/ fixed-term licencees are not subject to restrictions on income and assets and therefore they are not required to fill in Part VI of the application form or to provide income and assets proof.

7.3 Applicants holding GFCs are still subject to restrictions on income and assets of the relevant applications/ schemes (such as PRH applications). They must fill in their Total Household Monthly Income and Total Net Asset Value of Household (except persons whose eligibility for Civil Service Public Housing Quota or Special One-off Housing Allocation for Junior Civil Servants has been established), including income and assets in and outside Hong Kong, in HK dollars and whole number. Please make reference to restrictions and calculation method on income and assets of the relevant applications/ schemes. **Please keep details of your income and breakdown of assets to substantiate your declared income and assets for the HA's further vetting in future if required.**

8. Payment of Application Fees

- 8.1 For online application, applicants are required to pay **HK\$250** as application fee by a valid credit card (VISA, MasterCard, JCB or UnionPay 銀聯) of the applicant or another person.
- 8.2 For application by post/ by hand, applicants are required to pay **HK\$250** as application fee at the time of submitting the application form under the Scheme by a crossed cheque (**the cheque can be issued by applicants or other persons**) or cashier's order.
- 8.3 The cheque or cashier's order should be made payable to **"HONG KONG HOUSING AUTHORITY"**. **The HKIC number and contact telephone number of the applicant should be written at the back of the cheque or cashier's order.** Please make reference to Annex A of this Application Guide.
- 8.4 **Payment at convenience store, post-dated cheque, cash, gift cheque, postal order and electronic cheques will not be accepted. Application fee paid is non-refundable and non-transferrable. If the cheque or cashier's order is dishonoured for whatever reason, the application will be cancelled automatically.**

9. Submission of Application Form

The application period is from 30 July 2020 to 12 August 2020. The closing time is 7 p.m. on 12 August 2020. **Applications submitted before or after the application period will not be accepted. For submission by post, the submission date is determined by the postmark. Applications which are delivered belatedly or returned to the applicants due to insufficient postage will not be processed.**

Online Application

Applicants may complete the online application and pay the application fee through the HA website: www.housingauthority.gov.hk/hos/2020. Online application opening time is 8 a.m. on 30 July 2020 and closing time is 7 p.m. on 12 August 2020 (Applicants must complete the application and payment of application fee before the closing time. The closing time will be in accordance with the Application System). **After submitting an on-line application, the Green Form applicant and his/ her family member(s) (if any) listed in the application form is/ are necessary to sign on the application form. Staff of respective Estate Office/ District Tenancy Management Offices/ Rental Estate Office will contact the applicant upon receipt of their online application for the arrangement.**

Paper Application

Applicants may submit the application by post or by hand to HOS Sales Unit. The closing time of the HOS Sales Unit is 7 p.m. on 12 August 2020. The closing time of other form receiving offices shall follow their respective office hours. **Applications submitted before or after the application period will not be accepted. For submission by post, the submission date is determined by the postmark. Applications which are delivered belatedly or returned to the applicants due to insufficient postage will not be processed.**

The office hours of the HOS Sales Unit during the application period are 8:00 a.m. – 7:00 p.m., from Monday to Sunday (including public holidays). The address is Podium Level 1, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon (near Exit A, Lok Fu MTR station).

Applicants of paper application should submit (i) the original copy of the completed application form; (ii) a crossed cheque or cashier's order for application fee of **HK\$250 made payable to **"HONG KONG HOUSING AUTHORITY"** (Please write down the HKIC number and contact telephone number of the applicant at the back of the cheque/ cashier's order. Only crossed cheque or cashier's order is acceptable. Other payment means such as payment at convenience store, post-dated cheque, cash, gift cheque, postal order and electronic cheques will not be accepted.); and (iii) the original copy of a "GFC - Applicable to Sale of Home Ownership Scheme Flats Only" or LA (if applicable) in the manner as specified below.**

(a) Applicants who are residing in PRH units	They are required to submit the completed application forms to their respective Estate Offices / District Tenancy Management Offices during office hours for verification of eligibility. The Estate Offices/ District Tenancy Management Offices will forward the verified and endorsed application forms, together with the crossed cheque or cashier's order for payment of the application fee, to the HOS Sales Unit.
(b) Applicants who are residing in Rental Estates of the HS	They are required to submit the completed application forms to their respective Rental Estate Offices during office hours for verification of eligibility. After Rental Estate Office's endorsement on the application form, applicants are required to submit the application forms, together with a crossed cheque or cashier's order for payment of the application fee, by post or by hand during the above specified office hours to the HOS Sales Unit.
(c) Applicants holding valid "GFCs - Applicable to Sale of Home Ownership Scheme Flats Only"	<p>The completed application forms and a crossed cheque or cashier's order for payment of the application fee, together with the original copy of the "GFC - Applicable to Sale of Home Ownership Scheme Flats Only", should be submitted by post or by hand during the above specified office hours to the HOS Sales Unit.</p> <p>[Note: Proofs for income, asset value and family member's relationship are NOT required at the time of submitting this application form. Please keep details of your income and breakdown of assets to substantiate your declared income and assets for the HA's further vetting in future if required. The HA will, according to the random order generated by computer from ballot result, notify the applicant and family member(s) listed in application form who have higher priority in writing to submit an "Income and Asset Declaration Form" and relevant supporting documents within a specified period for detailed vetting.]</p>
(d) Staff of the HD EA Grade holding a valid LA issued by the HD	The completed application forms, together with a crossed cheque or cashier's order for payment of the application fee, and the original copy of the LA, should be submitted during office hours to the Estate Offices/ District Tenancy Management Offices which manage their respective departmental quarters.
(e) RAES recipients	The completed application forms, together with a crossed cheque or cashier's order for payment of the application fee, should be submitted during office hours to the Rent Allowance for the Elderly Scheme dedicated team at Applications Sub-section, Podium Level 2, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon.

Applicants can only submit application through either one of the above ways. If an online application was successfully submitted, the applicant and/ or his/ her family member(s) listed in the application form should not submit application again by post or by hand, or vice versa. Each person can only be listed in one application form of this sale exercise (either online application/ paper application for Green Form or White Form), otherwise will be regarded as a duplication of applications. Any duplicate application, no matter online/ paper application will render all applications null and void, and the application fee paid is non-refundable and non-transferrable under any circumstances.

10. Change in Particulars of the Submitted Information

10.1 Any changes in the particulars [including but not limited to income, net asset value and ownership of domestic property (not applicable to PRH tenants)] of the applicant and/ or any family members listed in the application form or the family circumstances (including but not limited to marital status) should be reported in writing to the HOS Sales Unit of the HA (Address: Podium Level 1, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon. For ease of identification,

please mark “HOS 2020” on the envelope) and clearly list out the changes required with supporting documents so that the HA can reassess the eligibility of the application and the priority for flat selection. Application number should be quoted in the correspondence. Should there be any changes in the personal particulars or family circumstances which render them ineligible, the application will be cancelled and the HA and the HD shall not be responsible for any loss or claims arising therefrom. The application fees paid will not be refunded and cannot be transferred to other parties.

- 10.2 Request for addition or deletion of member(s) listed in the application form will not be accepted, except for addition of family member(s) due to birth, marriage or the applicant’s spouse/ child(ren) aged under 18 being granted permission to stay in Hong Kong; or for deletion of family member(s) due to death, divorce or having successfully acquired a flat under other subsidised housing schemes and become an owner or member of the acquired flat as mentioned in paragraph 5. If the applicant household is a sitting PRH/ Rental Estate household, prior approval for addition/deletion of family members has to be obtained from the respective estate office/ District Tenancy Management Office/ Rental Estate office before submission of an application in accordance with Paragraph 10.1. Should the request for addition of family member(s) be approved, the application category will still be based on the position as at the closing date of application. Should the request for deletion of member be approved which results in a change of the application category from family applicant to one-person applicant, assessment of income and asset (if applicable) will be based on the limits for one-person applicant. The HA will reassess the eligibility and priority for flat selection based on the latest information of the applicant.

11. Application Handling Procedures

- 11.1 Upon receipt of the application forms, the HA will notify the applicants in writing of their application numbers **(for online application, application numbers will be sent to applicants by email)**, which should be quoted by the applicant in all correspondence and marked “HOS 2020” on the envelope in future.
- 11.2 Applicants will receive two emails separately upon their successful online applications and payment of application fees. First payment acknowledgment email will be sent upon the completion of payment transaction within one day. For applicants who are living in the HA’s PRH estates or the HS’s rental estates, the staff in their estate office will contact them to verify their household information upon receipt of their online application. Applicants and all family members aged 18 or above are required to sign a copy of the application form prepared by the estate office and return it to the estate office for follow-up action. Application number will be sent to them by another email later.
- 11.3 The HA will conduct a ballot to determine the sequence of the last two digits of application numbers held by applicants. Based on the ballot result, the HA will randomly generate the order of all applicants by the last two digits within different application categories by computer. Results of the ballot and order for detailed vetting will be displayed in the venues (except Sham Shui Po Housing Information Centre) and website stipulated in paragraph 6.
- 11.4 PRH/ Rental Estate tenants/ fixed-term licencees are not subject to the restriction of income and asset, etc. After the ballot, the HA will issue letters to applicants holding GFCs and who have higher priority requesting them to submit the completed “Income and Asset Declaration Form” and the supporting documents to the HA **within 7 working days for detailed vetting to determine whether individual applicants meet the eligibility criteria and their priority for flat selection. If the invited applicants fail to submit supporting documents within the specified period, or confirmed to be ineligible after detailed vetting by the HA, their applications will be cancelled.** Where a document to be submitted is not in Chinese or English, a Chinese or English translation must be attached with the name and official capacity (if any) of the translator stated. All photocopies submitted by the applicant must be clear and legible; otherwise delay in processing the application may be caused.
Note: There is no guarantee that applicants notified to submit supporting documents would be invited for flat selection in this sale exercise. Whether individual eligible applicants would be invited for flat selection in this sale exercise is subject to their priority for flat selection and the sales situation of the flats.
- 11.5 The HA may invite the applicants for an interview if necessary. At the interview, applicants may be required to provide other supporting documents to prove that they still meet the eligibility criteria. If the vetting procedures are impeded, the vetting results and priority for flat selection will be affected or delayed.
- 11.6 The HA will issue Flat Selection Notifications to eligible applicants or applicants who need to undergo eligibility vetting on the day of flat selection according to the number of flats available in this sale exercise and their priority for flat selection.

- 11.7 Application handling procedures are subject to relevant notifications issued by the HA from time to time. In case of dispute, the HA's decision shall be final.

12. Flat Allocation and Priority for Flat Selection

- 12.1 The quota allocation ratio between Green Form and White Form applicants is 40:60. If the allocated quota for White Form applicants for a particular application category is not fully utilised, the remaining quota will be allocated to Green Form applicants of the same application category and vice versa. (For example, if the allocated quota for White Form applicants under the "Priority Scheme for Families with Elderly Members" is not fully utilised, the remaining quota will be allocated to Green Form applicants under the "Priority Scheme for Families with Elderly Members" and vice versa.)
- 12.2 The HA sets a quota of 2,100 flats for applicants applying under the "Priority Scheme for Families with Elderly Members". If families applying under this category fail to obtain a quota, they will still have the opportunity to purchase under "Other Family" category. If the 2,100 quota has not been fully consumed after all applicants applying under the "Priority Scheme for Families with Elderly Members" have been invited for flat selection, the unused quota will be allocated to the "Other Family" category of the Green Form queue and "Other Nuclear Family/ Non-nuclear Family" categories of the White Form queue according to the quota allocation ratio. If an applicant under the "Priority Scheme for Families with Elderly Members" has successfully selected and signed ASP for a flat, the relevant quota will be treated as consumed. Any quota released due to later rescission of ASP from this application category will not be allocated back to another applicant under the "Priority Scheme for Families with Elderly Members". Upon completion of the relevant procedures for cancellation of ASP by the HA, the rescinded flat will be released for selection by applicants on the next flat selection day according to the order of flat selection priority.
- 12.3 The HA also sets aside 700 flats for one-person applicants. One-person applicants will be invited to select the remaining flats, irrespective of size, after family applicants have selected their flats. In case the 700 flats are not fully consumed after all one-person applicants have been invited to select flat, the remaining flats will be allocated back to "Other Family" category according to the quota allocation ratio for Green Form and White Form applicants. If there are more than 700 flats remaining after all family applicants have been invited to select flat, all remaining flats will be allocated to one-person applicants for their selection according to the quota allocation ratio for Green Form and White Form applicants. If a one-person applicant has successfully selected and signed ASP for a flat, the relevant reserved flat will be treated as taken up. Any flat released due to later rescission of ASP from this application category will not be allocated back to another one-person applicant. Upon completion of the relevant procedures for cancellation of ASP by the HA, the rescinded flat will be allocated back to "Other Family" of Green Form and White Form applicants for selection according to the quota allocation ratio and their priority order.

- 12.4 The flat selection order of different categories of applicants is as follows:

Green Form Applicants	White Form Applicants
(1) Family applicants living in PRH estates who are affected by the HA's announced clearance programme(s) and where the target clearance dates(s) is/ are after the launch date of this sale exercise (Note 5)	(1) Nuclear family applicants applying under the 'Priority Scheme for Families with Elderly Members'
(2) Family applicants applying under the 'Priority Scheme for Families with Elderly Members'	(2) Other nuclear family applicants
(3) Other family applicants	(3) Non-nuclear family applicants
(4) One-person applicants living in PRH estates who are affected by the HA's announced clearance programme(s) and where the target clearance dates(s) is/ are after the launch date of this sale exercise (Note 5)	(4) One-person applicants
(5) One-person applicants	

- 12.5 All family applicants and one-person applicants will be allocated an ordinary order of priority for flat selection randomly generated by computer according to the ballot result. Family applicants who join the "Priority Scheme for Families with Elderly Members" will be allocated an additional order of priority for flat selection randomly generated by computer according to the ballot result, i.e. a total of

Note 5: For family or one-person applicants living in Mei Tung House and Mei Po House of Mei Tung Estate and Block 9, 10, 11 and 13 of Pak Tin Estate. (The tenants, who allocated the flats of Block 13 in Pak Tin Estate as well as Mei Po House and Mei Tung House in Mei Tung Estate under Special Letting Arrangement for Vacant Flats in 2018, will not be given absolute priority in flat selection.)

two order of priority will be allocated to them.

- 12.6 The HA will invite eligible applicants of different categories for flat selection according to the order of priority as stated in Paragraph 12.4. Family or one-person applicants living in PRH estates affected by the HA's announced clearance programme are allowed to select flats before family or one-person households of other Green Form categories and all White Form categories respectively. During the flat selection period, for every five attended applicants, their order of flat selection priority will be: (i) one Green Form applicant; (ii) one White Form applicant; (iii) one Green Form applicant; (iv) one White Form applicant and (v) one White Form applicant.
- 12.7 If family applicants who join the "Priority Scheme for Families with Elderly Members" fail to purchase a flat under the quota of that application category, the HA will invite them for flat selection again when their order of priority under the "Other Family/ Other Nuclear Family" turns up, provided that flats are available for selection under that category.
- 12.8 If PRH tenants rehoused through the HA's Express Flat Allocation Scheme exercise apply within three years from the date of tenancy commencement of their PRH units by using Green Form, they will be treated as if they were White Form applicants in terms of flat selection priority and will be put under the White Form queue. Any flats purchased by this category of Green Form applicants will be counted against the White Form quota. Upon signing the Deed of Assignment of their purchased flats, this category of Green Form applicants, similar to other Green Form applicants, have to surrender their PRH units to the HA.
- 12.9 If rental estate tenants rehoused through the HS's Express Flat Allocation Scheme For Group A Rental Estates (2019) apply within three years from the date of tenancy commencement of their rental units by using Green Form, they will be treated as if they were White Form applicants in terms of flat selection priority and will be put under the White Form queue. Any flats purchased by this category of Green Form applicants will be counted against the White Form quota. Upon signing the Deed of Assignment of their purchased flats, this category of Green Form applicants, similar to other Green Form applicants, have to surrender their rental units to the HS.
- 12.10 Flat allocation and priority for flat selection are subject to relevant sales arrangements issued by the HA from time to time. In case of dispute, the HA's decision shall be final.

13. Arrangement for Flat Selection

- 13.1 Under normal circumstances, the HA, after detailed eligibility vetting, will invite eligible applicants in writing to the HOS Sales Unit at an appointed time to select their flats and complete all the purchasing formalities according to their priority for flat selection. If required, the HA may also arrange applicants to undergo eligibility vetting on their appointed day of flat selection. In the latter situation, the HA will notify the applicants in advance when sending out the flat selection invitation letters. The applicants must continue to meet all eligibility criteria when they go through the purchasing formalities, or else their applications will be cancelled and the flat selected by them will be taken back and the application fees paid will not be refunded. When going through the flat purchasing formalities, applicants are required to sign a declaration declaring that all the information provided in the application form is true and correct, and report any changes (including but not limited to income, net asset value, ownership of domestic property, marital status and family composition) which may have occurred since the date of application (if applicable).
- 13.2 Flat Selection Notifications will be issued according to the application category and the order of priority. Applicants who fail to keep their appointment will lose their eligibility for flat selection and their flat selection priority will be taken up by others lower in the queue. The application fees paid will not be refunded. If an applicant needs to change his/ her appointment (the appointment can only be postponed but cannot be advanced), he/ she has to seek the HA's prior approval in writing. Change of appointment can only be effected upon approval of the HA, the applicant's order of priority for flat selection will be deferred accordingly. The HA and the HD will not guarantee that there will be available quota or flat for selection under the category that the applicant belongs to after change of the appointment.
- 13.3 During individual flat selection sessions on the flat selection days, after registration of all applicants (including the elderly member(s) aged 60 or above of families joining the "Priority Scheme for Families with Elderly Members"), the attending applicants will be listed according to their flat selection priority. They will then be arranged to enter the flat selection room accordingly. Applicants should take note of the latest information on flats available for selection displayed at the screens of the HOS Sales Unit. For all applicants who have been arranged to enter the flat selection room, selection of flat is on "first select first served" basis (subject to acknowledgement by computer).

- 13.4 If an applicant turns up at the HOS Sales Unit at the appointed time but fails to purchase a flat while stock still lasts, he/ she will be deemed as giving up his/ her chance of flat selection. The applicant will not be given another chance for flat selection again under the same application category. The application fee paid will not be refunded.
- 13.5 After a flat has been selected, normally an applicant has to sign the ASP within the same day. Should an applicant who has selected a flat fail to turn up at the HOS Sales Unit to sign the relevant ASP within the specified time, he/ she will be deemed as giving up the selected flat. The flat shall be taken back for selection by other applicants on the next flat selection date according to their priority. The applicant concerned will not be given another chance for flat selection under the same application category. The application fee paid will not be refunded.
- 13.6 After the execution of the ASP, if the purchaser is proved to be ineligible, the ASP already signed will be cancelled and all fees and charges paid (including deposit) in respect of the application/ purchase will not be refunded.
- 13.7 During the flat selection period, upon completion of the relevant procedures for cancellation of ASP by the HA, the rescinded flat will be released for selection by applicants on the next flat selection day according to the order of flat selection priority.
- 13.8 Arrangement of flat selection is subject to relevant sales arrangement issued by the HA from time to time. In case of dispute, the HA's decision shall be final.

14. Ownership Arrangement

- 14.1 The applicant must become the owner of the flat purchased. The applicant, however, may choose to share the ownership with one of the adult family members listed in the application form provided that the ownership is in the form of joint tenancy not inheritable by a third party. This family member is required to turn up in person with the applicant at the HOS Sales Unit for completion of necessary formalities.
- 14.2 Applicants joining the 'Priority Scheme for Families with Elderly Members' must share the ownership of the flat with one of the elderly members, although they may also choose one of the adult members listed in the same application form as a joint owner at the same time. The elderly member concerned and the family member concerned (if applicable) are also required to turn up in person at the HOS Sales Unit together with the applicant for completion of relevant formalities.
- 14.3 If an applicant or any family member who intend to become a joint-owner (including the elderly member) is not able to turn up in person to complete the relevant formalities, he/ she is required to obtain prior written approval from the HOS Sales Unit and sign a valid Power of Attorney at a solicitors firm to authorise a family member aged 18 or above listed on the HOS application form to complete the purchase on his/ her behalf. If the applicant is the only person listed in the application form, he/ she may authorise another relative to complete the purchase on his/ her behalf, provided the authorised person is aged 18 or above and is holding a valid Power of Attorney.

15. Paying Purchase Price and Obtaining Legal Title to the Flats

- 15.1 Before the signing of the ASP, all purchasers are urged to appoint a firm of solicitors of their choice to advise them on matters relating to the purchase of a flat under the HOS, such as alienation restrictions, stamp duties, etc., and to act for them in relation to their purchase of the flat. Although the purchasers will sign the ASP before the staff of the HA, the staff will only interpret the contents of the ASP to the purchasers and attest their signing of the ASP. The staff will not give the purchasers any legal advice on the ASP or any other matters in connection with the transaction.
- 15.2 The purchaser must, at the time of signing the ASP at the HOS Sales Unit, bring along with him/ her cashier's order in the sum of **HK\$61,000 (The amount of cashier's order payable is just provisional figures for reference by applicants. Please refer to the "Flat Selection Letter" for the finalized amount.)** made payable to "**HONG KONG HOUSING AUTHORITY**" for paying the deposit (not less than 5% of the purchase price). If the amount of such cashier's order is less than 5% of the purchase price, any outstanding balance should be paid by a personal cheque upon signing of the ASP (payment in cash will not be accepted).
- 15.3 After the **Occupation Permit** for the building(s) concerned has been issued, the HA's appointed solicitor will notify the purchasers in writing to complete the remaining conveyancing formalities and pay the balance of the purchase price within the specified period of time.

- 15.4 The purchaser is advised to engage a separate firm of solicitors of his/ her choice to act for him/ her in relation to the transaction. However, the contents of the conveyancing documents will be determined by the HA. **Please note that the solicitors appointed by the HA are acting for the HA only and will not be able to protect the purchaser's interest.** If the purchaser instructs a separate firm of solicitors, that firm of solicitors will be able to give independent advice to the purchaser at every stage of the purchase. If the purchaser does not instruct a separate firm of solicitors of his/ her choice to act for him/ her in his/ her completion of the purchase, he/ she will execute the assignment at the office of the solicitors of the HA. The solicitors of the HA will only interpret the contents of the assignment to him/ her and attest his/ her execution, and will not act as the purchaser's solicitors in the transaction, and will not advise the purchaser on the ASP or any other matters in connection with the transaction. In such cases, the legal costs to be paid to the HA's appointed solicitors for executing the transaction shall be borne by the purchaser (not by the HA). The solicitors of the HA, not acting for the purchaser in the transaction, will not be able to protect the purchaser's interest.

16. Mortgage Arrangement

- 16.1 Purchasers should assess their own financial capability and eligibility for mortgage (if applicable) before entering into purchasing formalities. After signing the ASP, a purchaser requiring a mortgage loan to pay the balance of the purchase price should apply to a bank or financial institution on the approved list, which is available from the HOS Sales Unit, for a mortgage loan on special concessionary terms specified by the HA. The conditions are subject to final approval by the bank or financial institution concerned. The participating banks or financial institutions on the list have entered into a Deed of Guarantee with the HA. Some of the mortgage terms are as follows:
- (a) loan amount not exceeding the balance of the purchase price after deposit;
 - (b) maximum repayment period of 25 years; and
 - (c) interest rate at a maximum of the Best Lending Rate quoted by the bank or financial institution concerned minus 0.5% per annum.

If the purchaser wishes to mortgage with other bank or financial institution which has not entered into a Deed of Guarantee with the HA, the purchaser is required to obtain prior approval from the Director of Housing for such mortgage arrangement. The purchaser is reminded to allow sufficient time to apply to HD for processing of the relevant approval in order to avoid any possible delay in the mortgage arrangement and an administrative fee is required for the concerned application. Please contact the bank or financial institution concerned for enquiries on mortgage arrangement.

- 16.2 A purchaser may also obtain a loan to cover the balance of the purchase price under a mortgage from his/ her employer who offers a bona fide staff housing mortgage loan scheme provided that prior approval from the Director of Housing is obtained.
- 16.3 Except with the approval of the Director of Housing, the purchaser shall not secure any other form of mortgage financing or refinancing, including increasing the amount of the mortgage loan. For details, please contact the HOS Sales Unit.
- 16.4 If the purchaser, who has mortgaged the flat purchased to a participating bank or financial institution that has entered into a Deed of Guarantee with the HA, defaults on mortgage payments before paying off the mortgage loan, the bank or financial institution concerned will sell the flat. Should the sale proceeds of the flat fail to cover the full outstanding balance of the mortgage and all the interest, legal costs, administration fees, etc. payable under the mortgage, the bank or financial institution will, pursuant to the Deed of Guarantee, make a claim against the HA for the payment of all the above arrears that the purchaser owes. The HA shall then under the Deed of Guarantee pay the same to the bank or financial institution. In relation to the payments made by the HA to the bank or financial institution, the HA will then recover such payments and the interest from the purchaser.

17. Fees and Charges to be Paid Upon Purchasing a Flat

- 17.1 The purchaser, when completing the formalities of purchasing a flat, is required to pay fees including but not limited to the following:
- (a) All stamp duties payable (Note 6);
 - (b) Registration fees for registration of the deeds in the Land Registry;
 - (c) Legal costs:
 - (i) The purchaser, unless appointing his/ her own solicitors, is required to pay the legal costs of the HA's appointed solicitors. The fee rate charged by the HA's appointed solicitors for the sale and purchase of HOS flats will be made known later (Note: The HA's appointed solicitors are acting for the HA only and not for the purchasers);

Note 6 : The HA is not responsible for stamp duties related matters. Purchasers may call the Inland Revenue Department at 2594 3202 or browse its website (www.ird.gov.hk/eng/faq/index.htm) for details.

- (ii) If the purchaser appoints his/ her own solicitors, he/ she is only required to pay the legal costs of his/ her solicitors;
 - (d) The fees for certified copies of the deeds (including the Government lease, the Deed of Mutual Covenant and other relevant title deeds);
 - (e) In the event of the purchaser failing to complete the transaction by the specified date in accordance with the ASP, the HA shall, without prejudice to any other remedy, be entitled to demand and receive from the purchaser payment of interest on the balance of the purchase price at the rate of 2% per annum above the Best Lending Rate as announced by the Hongkong and Shanghai Banking Corporation Limited;
 - (f) Debris removal fee (if any), decoration deposit (if any) and special fund (if any); and
 - (g) Management fee, management fee deposit and the levy payable (if any) and penalty (if any) as prescribed by the Property Management Services Authority.
- 17.2 If the purchaser requires a mortgage loan to finance the purchase of the flat, he/ she is also required to pay:
- (a) The registration fee for registration of the mortgage deed in the Land Registry; and
 - (b) Legal costs of the solicitors acting for the bank or the financial institution offering the loan for the mortgage arrangements. (Note: If the bank or the financial institution appoints also the HA's appointed solicitors to handle the mortgage arrangements, the solicitors will charge the purchaser a separate fee.)

18. Special Restrictions on Purchasers and Their Family Members

All the HOS flats sold under the current sale exercise are subject to certain conditions. The main conditions are-

- 18.1 **Application for other housing subsidies** – successful flat purchasers and their spouses (including the spouses of purchasers who were unmarried at the time) under the current sale exercise will be debarred from all subsidised housing schemes administered by the HA, the HS or the URA in future.
- 18.2 If the purchaser and/ or family members listed in Part I of the application form is/ are on the household record of other subsidised housing schemes, he/ she/ they shall move out from such unit(s) and have his/ her/ their name(s) deleted from the respective household register or record.
- 18.3 **Mortgage** – the purchaser may secure a first mortgage to cover the balance of the purchase price of the flat only as provided in paragraphs 16.1 and 16.2 above. Except with the approval of the Director of Housing, the purchaser shall not secure any other form of mortgage financing or refinancing, or increase the amount of the mortgage loan prior to the payment of premium.
- 18.4 **Use and Occupation** - the flats should be used only for residential purposes and for occupation by the purchaser and the family members listed in the application form. Only the spouse and child(ren) aged under 18 of the owner or joint-owner are allowed to add to the household register of the HOS flat in future. According to Section 22 of the Housing Ordinance (Cap.283), staff of HD are empowered to enter and inspect the flat. Any person who obstructs staff of HD in the exercise of any power or the performance of any duty conferred or imposed under Section 29 shall be guilty of an offence and liable on conviction to a fine at level 3 and to imprisonment for 6 months. According to Section 25 of the Housing Ordinance (Cap.283), staff of HD are empowered to require the owner or occupier of the flat to provide specified particulars. Any owner or occupier who refuses to provide the particulars required shall be guilty of an offence and liable on conviction to a fine at Level 4 as specified in Schedule 8 of the Criminal Procedure Ordinance (Cap. 221) and to imprisonment for 3 months; any owner or occupier who makes a false statement shall also be guilty of an offence and liable to a fine at Level 5 as specified in the same Schedule and to imprisonment for 6 months. (Note: As at the date of printing the application form for the current sale exercise, the maximum fines at Level 4 and Level 5 are HK\$25,000 and HK\$50,000 respectively.)
- 18.5 **Deletion of record** – deletion of crucial members (Note 4) of 2-person families can only be effected after the purchase of a flat for two years (as from the date of execution of the Deed of Assignment), unless they get married or are permitted to receive the housing benefits provided by their employers.
- 18.6 **Assignment or letting** –
- 18.6.1 The flat shall not be assigned by the purchaser to any other person or organisation before executing the Deed of Assignment. If a purchaser requests for cancelling the ASP before executing the Deed of Assignment and the HA agrees to the same, a sum equivalent to 5% of the purchase price will be retained by the HA as consideration for cancellation of the ASP. Besides, the purchaser is required to pay or reimburse the HA for all legal costs, charges and disbursements (including stamp duty, if any) in connection with or arising from the cancellation of the ASP.

18.6.2 A purchaser who wishes to assign or let the flat after becoming an owner of a flat at Choi Wo Court/ Kai Cheung Court/ Kam Chun Court/ Shan Lai Court or a resale flat at Hoi Tak Court/ Sheung Man Court/ Yung Ming Court/ Kam Fai Court/ Yuk Wo Court (if any) sold under the current sale exercise as per the Deed of Assignment will be subject to the terms of the Deed of Assignment and the terms, covenants and conditions contained in the Government lease. The HA will not buy back or nominate a buyer (except HOS Secondary Market) to buy the above flats. The following alienation restrictions will apply to the owners for the sale of the above flats:

- (a) Within the first two years from the date of the first Deed of Assignment of the flat from the HA to an owner (the first assignment), the owner has to sell the flat in the HOS Secondary Market to a person nominated by the HA without payment of premium and at a price not more than the original purchase price under the first assignment.
- (b) Between the third to the tenth year from the date of the first assignment, the owner has to sell the flat in the HOS Secondary Market to a person nominated by the HA without payment of premium and at his/ her own negotiated price.
- (c) After ten years from the date of the first assignment:
 - (i) The owner may sell the flat in the HOS Secondary Market to a person nominated by the HA without payment of premium and at his/ her own negotiated price.
 - (ii) The owner may also sell or let the flat in the open market after payment of premium.

18.6.3 If a purchaser has successfully purchased a resale flat of Hoi Lok Court/ Yu Tai Court sold under the current sale exercise, the alienation restrictions for HOS 2018 will apply to the sale of the flat:

- (a) Within the first two years from the date of the first Deed of Assignment, the owner has to offer to sell the flat to the HA. The flat is to be assigned to a nominee of the HA at the original purchase price in accordance with the procedures and requirements as from time to time stipulated by the HA.
- (b) Between the third to the fifth year from the date of first assignment:
 - (i) The owner may either offer to sell the flat to the HA or sell the flat in the HOS Secondary Market to a person nominated by the HA without payment of premium and at his/her own negotiated price.
 - (ii) If the owner offers to sell the flat to the HA, the flat is to be assigned to a nominee of the HA at the price assessed by the Director of Housing (which is the market value as assessed by the Director of Housing at the time when the offer to sell the flat to the HA was made, less the original discount when the flat was purchased from the HA) in accordance with the procedures and requirements as from time to time stipulated by the HA.
- (c) After five years from the date of the first assignment:
 - (i) The owner may sell the flat in the HOS Secondary Market to a person nominated by the HA without payment of premium and at his/ her own negotiated price.
 - (ii) The owner may also sell or let the flat in the open market after payment of premium.

18.6.4 The premium which the owner is required to pay is calculated based on the prevailing market value of the flat without alienation restrictions, and the difference between the original purchase price of the flat and its initial market value as specified in the first assignment. In other words, the premium is calculated by applying the discount of the original purchase price to the prevailing market value.

Please refer to the HA/HD website (www.housingauthority.gov.hk) for details of the premium payment procedures.

Purchasers should take note that the initial market value used to calculate the discount at the time of purchase is the market value prevailing at the date of the ASP. The sale price of flats in the current sale exercise, once fixed, will remain unchanged throughout the sale period. As there is normally a time lag of a few months between the fixing of the sale price and the signing of the ASP, during which the market value of a flat may fluctuate according to the market conditions, the actual discount rate at the time of signing the ASP may be different from that when the sale price was fixed. The actual discount at the time of signing the ASP will be adopted for calculation of the premium.

18.7 Unlawful alienation or letting or parting with possession – Any unlawful alienation or letting or parting with possession of the flat purchased under this Scheme or any agreement for such alienation letting or purported letting or parting with possession shall be void. Any person having committed such act(s) has committed an offence and is liable to a fine of HK\$500,000 and to imprisonment for one year.

19. Important Notes

- 19.1 Any application which contains false or incorrect information/ statement or representation will be cancelled, that any ASP executed for flat purchased as a result of providing false or misleading information shall be rescinded and all sums paid as deposit under the relevant ASP will be forfeited and any administrative fees paid will not be refunded. The decision of the HA and the HD on such false or incorrect information statement or representation shall be final.
- 19.2 Under Section 26(2) of the Housing Ordinance (Cap. 283), any person who makes any statement or provides any information to the HA in respect of an application for purchasing a HOS flat which he knows to be false or misleading as to a material particular shall be guilty of an offence and liable on conviction to a fine of \$500,000 and to imprisonment for 1 year. According to Section 26A of the Housing Ordinance (Cap. 283), where a court convicts a person of an offence under section 26(2) of the Housing Ordinance (Cap. 283), the Court shall order either (a) that the flat be transferred to the HA or the HA's nominee; or (b) the offender forfeit to the HA a sum equivalent to the difference between the purchase price and the market value of the flat without any restriction as to alienation as at the date of the conviction.
- 19.3 If the court convicts another person under Section 26(2) of the Housing Ordinance (Cap. 283) in connection with the purchase of a HOS flat by the purchaser, the Court may, according to Section 26B of the Housing Ordinance (Cap. 283), order either (a) that the flat be transferred to the HA or the HA's nominee; or (b) the purchaser to forfeit to the HA a sum equivalent to the difference between the purchase price and the market value of the flat without any restriction as to alienation as at the date of the order.

20. Notes on Collection of Personal Data

- 20.1 The personal data collected in this application form are used for processing applications under the current sale exercise and the next HA's SSF sale exercise (if opted) and other matters pertaining to the enforcement of the Housing Ordinance (Cap. 283) or land lease related issues. The information provided may also be used by the HA and the HD for conducting statistical surveys and researches and to contact the applicants for such purposes. The personal data in the application form, including the declaration by the applicant and his/ her family members authorising the collection and comparison/ checking of their personal data, are provided by the applicant and his/ her family members on a voluntary basis. However, if insufficient information is provided, the HA and the HD may not be able to process the application. In that case, the application fee paid will not be refunded.
- 20.2 The personal data provided by the applicant and his/ her family members in the application form will be used by the HA, the HD and the HS for the processing of the application of this sale exercise/the next HA's SSF sale exercise (i.e. HA's SSF sale exercise put up immediately following this sale exercise) (if opted) and for the purposes of carrying out the checking/ verification and matching procedures. Such procedures include: (a) vetting the application and determining the eligibility of the applicant; (b) checking whether the applicant and his/ her family members have applied for other subsidised housing schemes; (c) giving approval to this application and the next HA's SSF sale exercise (i.e. HA's SSF sale exercise put up immediately following this HOS sale exercise) (if opted) and handling any subsequent changes in family circumstances, property ownership, mortgage arrangements, sale of property, etc.; (d) the data are also used to prevent the purchaser and his/ her spouse from participating in any other subsidised housing schemes administered by the HA/ HS/ URA in future; (e) preventing applicant and his/ her family members from enjoying double housing benefits; and (f) for Green Form Subsidised Home Ownership Scheme flats (GSH) sold by the HA under the 2018 sale exercise, the flat owner may offer to sell the flat to the HA within the first five years from the purchase. Applicant and his/ her family members understand and acknowledge that if the applicant and his/ her family members cannot successfully purchase the HOS flat under the 2020 sale exercise and agree to carry over their HOS 2020 application to the next subsidised sale flats scheme to be launched by HA, and also cannot successfully purchase a subsidised sale flat, the HA may invite the applicant and his/ her family members to be the nominee to purchase the GSH flat 2018 subject to the prevailing policy. Applicant and his/ her family members hereby authorise the HA to use the information as provided by him/her/them to the HA in this application for the purpose of and relating to the nomination to purchase the flat if they are invited to be the nominee, to purchase such flat. Applicant and his/ her family members understand there is no guarantee that HA will make such nomination.
- 20.3 When assessing the eligibility to apply and purchase of the applicant and his/ her family member(s), the HA, the HD and the HS may compare and match the personal data provided in the application form with the relevant personal data collected (manually or otherwise) for other purposes in order to ascertain whether such information is false or misleading, and may take appropriate action against the person(s) concerned on the basis of the result of the data comparison and matching. The applicant and his/ her family member(s) should also authorise the HA, the HD and the HS to disclose, verify and match the

information concerned with other government departments (including but not limited to the Land Registry, Companies Registry, Transport Department, Immigration Department and Inland Revenue Department), public/ private organisations/ companies (including but not limited to the URA, the Mandatory Provident Fund Schemes Authority (MPFA), banks and financial institutions), or the employers concerned. Furthermore, the applicant and his/ her family member(s) should agree that any government departments (including but not limited to the Land Registry, Companies Registry, Transport Department, Immigration Department and Inland Revenue Department), public/ private organisations/ companies (including but not limited to the URA, the MPFA, banks and financial institutions), or the employers concerned may disclose the applicant's and his/ her family members' personal data (including but not limited to marital status and MPF contribution records) in their possession to the HA and the HD for the purpose of comparing and matching the information provided in this application form. The information provided may also be used by the HA and the HD for conducting statistical surveys and researches. The applicant and his/ her family member(s) should also agree that the HA and the HD may pass the application form and the supporting document(s) submitted to the HA's data processing service contractor for data processing in connection with his/ her application, and that the information provided will be passed to the HA Hotline/ HA Sales Hotline/ 1823 for answering his/ her enquiries.

20.4 For the purposes stated above, the HA and the HD may disclose the personal data provided by the applicant and his/ her family member(s) in the application form to other government departments (including but not limited to the Land Registry, Companies Registry, Transport Department, Immigration Department and Inland Revenue Department), and to employers concerned or relevant public/ private organisations/ companies (including but not limited to the HS, the URA, the MPFA, banks and financial institutions) or check such data with these parties.

20.5 The personal data provided in the application form are for application under the current sale exercise and the next HA's SSF sale exercise. Pursuant to the Personal Data (Privacy) Ordinance (Cap. 486), the applicant and his/ her family member(s) are entitled to request access to or correction of the personal data stated in the application form. Where necessary, such requests should be made in writing and directed by post or fax (fax no. 2761 6363) to the Departmental Data Protection Officer of the HA Headquarters, 33 Fat Kwong Street, Kowloon. A fee may be charged for the request for access to personal data.

21. Warning

Applicants should note that application fees payable to the HA for the current sale exercise is stated in paragraph 8 of this Application Guide. If they are approached by any person who offers to provide assistance in return for remuneration, they should report to the Independent Commission Against Corruption (ICAC) without delay. Attempted bribery is also an offence in law. The HA will refer the case to the ICAC for investigation and cancel the application irrespective of whether such person has been prosecuted or convicted of the relevant offence.

22. Contact Us

For enquiries on application details of the current sale exercise, please call HA Sales Hotline on 2712 8000 (handled by 1823), or write to the HOS Sales Unit at Podium Level 1, Hong Kong Housing Authority Customer Service Centre, 3 Wang Tau Hom South Road, Kowloon or browse the following websites:

- (a) www.housingauthority.gov.hk/hos/2020; and
- (b) Choi Wo Court: www.housingauthority.gov.hk/hos/2020/ChoiWo
- (c) Shan Lai Court: www.housingauthority.gov.hk/hos/2020/ShanLai
- (d) Kam Chun Court: www.housingauthority.gov.hk/hos/2020/KamChun
- (e) Kai Cheung Court: www.housingauthority.gov.hk/hos/2020/KaiCheung
- (f) Hoi Lok Court: www.housingauthority.gov.hk/hos/2020/HoiLok
- (g) Yu Tai Court: www.housingauthority.gov.hk/hos/2020/YuTai
- (h) Hoi Tak Court website: www.housingauthority.gov.hk/hos/2020/HoiTak
- (i) Sheung Man Court website: www.housingauthority.gov.hk/hos/2020/SheungMan
- (j) Yung Ming Court website: www.housingauthority.gov.hk/hos/2020/YungMing
- (k) Kam Fai Court website: www.housingauthority.gov.hk/hos/2020/KamFai
- (l) Yuk Wo Court website: www.housingauthority.gov.hk/hos/2020/YukWo

Sale of Home Ownership Scheme Flats 2020 Application Form (Green Form)

Part I Particulars of the applicant and all family members who will live with the applicant upon purchase of a flat
Please mark the box ☐ as ☒ as appropriate.

		Applicant	Member	Member	Member
Chinese Name		安居樂	置居樂	安快樂	
English Name		ON KUI LOK	CHI KUI LOK	ON FA LOK	
Hong Kong Identity Card (HKIC) No. (For HK born child(ren) aged below 11 only)		G 1 2 3 4 5 6 7	H 5 6 7 8 9 0 8		()
Hong Kong Birth Certificate No. (if HKIC not yet issued)		Not Applicable		J 1 2 8 1 2 8 8	
Sex (M – Male, F – Female)		<input checked="" type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M
Date of Birth <small>day month year</small>		07 07 1975	15 06 1979	04 04 2009	
Relationship with Applicant	1. Husband/ Wife	Not Applicable	1. <input checked="" type="checkbox"/>	1. <input type="checkbox"/>	1. <input type="checkbox"/>
	2. Father/ Mother		2. <input type="checkbox"/>	2. <input type="checkbox"/>	2. <input type="checkbox"/>
	3. Son/ Daughter		3. <input type="checkbox"/>	3. <input checked="" type="checkbox"/>	3. <input type="checkbox"/>
	4. Father-in-law/Mother-in-law		4. <input type="checkbox"/>	4. <input type="checkbox"/>	4. <input type="checkbox"/>
	5. Son-in-law/Daughter-in-law		5. <input type="checkbox"/>	5. <input type="checkbox"/>	5. <input type="checkbox"/>
	6. Brother/ Sister		6. <input type="checkbox"/>	6. <input type="checkbox"/>	6. <input type="checkbox"/>
	7. Grandfather/Grandmother		7. <input type="checkbox"/>	7. <input type="checkbox"/>	7. <input type="checkbox"/>
	8. Grandchild		8. <input type="checkbox"/>	8. <input type="checkbox"/>	8. <input type="checkbox"/>
	9. Other Relative (please specify)		9. <input type="checkbox"/> ()	9. <input type="checkbox"/> ()	9. <input type="checkbox"/> ()
Marital Status	1. Unmarried	1. <input type="checkbox"/>	1. <input type="checkbox"/>	1. <input checked="" type="checkbox"/>	1. <input type="checkbox"/>
	2. Married	2. <input checked="" type="checkbox"/>	2. <input checked="" type="checkbox"/>	2. <input type="checkbox"/>	2. <input type="checkbox"/>
	3. Married (Spouse not having the right to land in Hong Kong)	3. <input type="checkbox"/>	3. <input type="checkbox"/>	3. <input type="checkbox"/>	3. <input type="checkbox"/>
	4. Divorced	4. <input type="checkbox"/>	4. <input type="checkbox"/>	4. <input type="checkbox"/>	4. <input type="checkbox"/>
	5. Widowed	5. <input type="checkbox"/>	5. <input type="checkbox"/>	5. <input type="checkbox"/>	5. <input type="checkbox"/>
Pregnant for 16 weeks on the closing date of application (applicable to female applicants)		<input type="checkbox"/> Yes	Not Applicable	Not Applicable	
Applicant's HK Mobile Tel. No. (if necessary, receive SMS issued by the HA)		Other HK Contact Tel. No.			

Please fill in all the information according to HKIC or HK Birth Certificate

Please mark the box ☐ as ☒ according to the status of individual member.

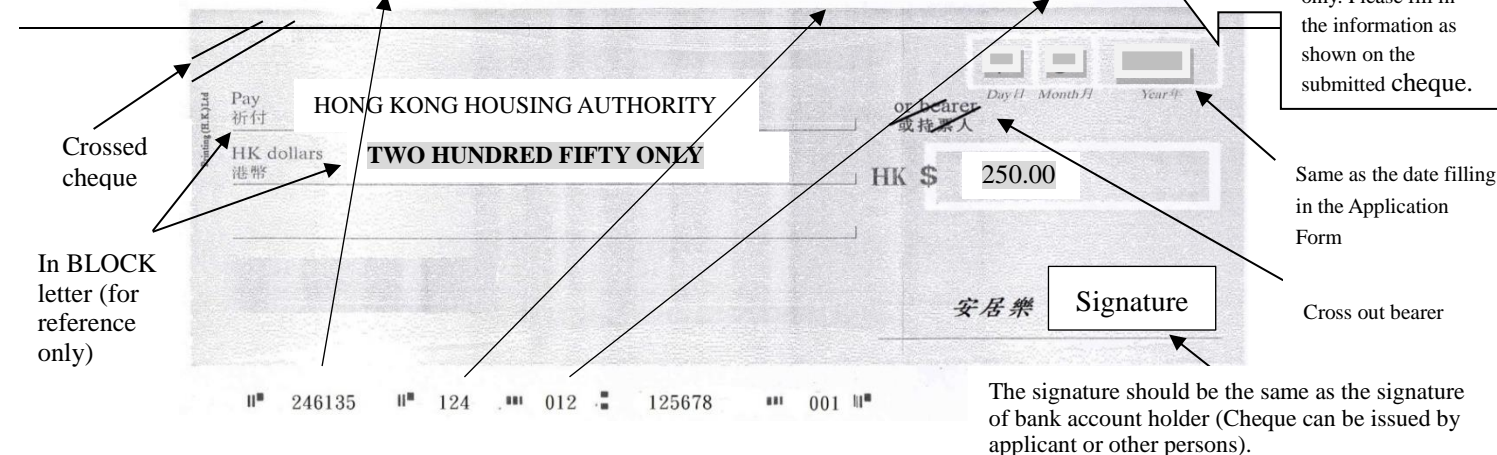
Please provide contact telephone no.

Part III Record of payment of the application fee (to be completed by applicant)

(The identity card number and contact tel. no. of the applicant should be written at the back of the cheque or cashier's order.)

Cheque/Cashier's Order No. 2 4 6 1 3 5 Bank Code 1 2 4 Branch Code 0 1 2

Cheque No., Bank Code and Branch Code in this template are for reference only. Please fill in the information as shown on the submitted cheque.



Crossed cheque

In BLOCK letter (for reference only)

HONG KONG HOUSING AUTHORITY

TWO HUNDRED FIFTY ONLY

HK \$ 250.00

Signature

安居樂

24/6/2020

124 012

250.00

246135

125678

001

Same as the date filling in the Application Form

Cross out bearer

The signature should be the same as the signature of bank account holder (Cheque can be issued by applicant or other persons).

To: Housing Manager/Sales 1,
Home Ownership Scheme Sales Unit
Podium Level 1, Hong Kong Housing Authority
Customer Service Centre,
3 Wang Tau Hom South Road, Kowloon.

Do not submit the income proof at the time of submitting the application form. After ballot, the HA will notify applicants to provide relevant supporting documents.

Annex B

Hong Kong Housing Authority
Sale of Home Ownership Scheme Flats 2020
Employee's Income Certificate

(PRH tenants, persons whose eligibility for Civil Service Public Housing Quota or Special One-off Housing Allocation for Junior Civil Servants has been established and who have been issued valid GFC for purchase of flats under the current sale exercise, and HD's EA grade staff holding valid LAs are not required to fill in this part)

- Attention: (i) An employee may submit a photocopy of this form to his/ her employer for completion.
(ii) Please fill in English block letters and Chinese (if applicable) with a black/ blue ball pen.
(iii) Please do not use correction materials to make any corrections or else this employee's income certificate will be invalidated. Should it be necessary to do so, please cross out the erroneous information and fill in the correct information, which should be countersigned by the signatory of this certificate with the company chop affixed.
(iv) Please indicate 'Nil' in all columns not applicable to the employee or cross them out.

I/ We confirm that *Mr./ Miss/ Ms. _____ (H.K.I.C. No: _____), is an employee in my/ our firm since _____ (date) holding the post of _____.
His/ Her actual income before deduction of contribution for Mandatory Provident Fund (MPF)/ Provident Fund (PF), if any, for the past six months (Note 1) is as follows:

Month/ Year	Basic salary	Overtime allowance	Other allowance/ incentives (Note 2)	Non year-end bonuses or commission	Contribution to a MPF/ PF (Note 3)	Net income after contribution to a MPF/ PF has been deducted
02/2020						
03/2020						
04/2020						
05/2020						
06/2020						
07/2020						

(All amounts are declared in Hong Kong dollars, unless specified otherwise)

Note 1: The employer should declare the employee's income for the period from 02/2020 to 07/2020.

Note 2: Includes but not limited to travelling allowance, hardship allowance (obnoxious duties), housing allowance, food allowance, education allowance etc.

Note 3: Please declare the 5% statutory contribution to a MPF/ PF, but do not include any contribution made voluntarily by the employee.

Other than the above income, in the past 12 months (from 08/2019 to 07/2020), the employee *was paid/ was not paid as follows:

Other income	HK\$ (After deducting the statutory contribution to MPF/ PF)	Paid Date
* Year-end double pay/ year-end bonus/ other year-end gratuity		
* Year-end double pay/ year-end bonus/ other year-end gratuity		

Our firm *has/ has not furnished Employer's Return in respect of the income of the above-named employee to the Inland Revenue Department.

*The employee broke his/ her service for the period from _____ to _____.

*There is no break of his/ her service. He/ She has resigned (Effective date : _____).

I understand that under Section 26(2) of the Housing Ordinance (Cap. 283), if I knowingly make in this certificate any false or provide any misleading information to the Hong Kong Housing Authority in respect of the employee's application for purchase of a Home Ownership Scheme flat, I shall be guilty of an offence and liable on conviction to a fine of HK\$500,000 and imprisonment for one year.

Signature of Employer/
Person in Charge
Name of Signatory

(in Block Letters)

Designation of Signatory

Office Address

(Company Chop)

Name of Company : _____
(Please use Block Letters)

Office Tel.

Date

*Please delete as appropriate

Please tear-off this page for use by employer