

《簡樸房條例》(第 658 章)
Basic Housing Units Ordinance (Cap. 658)
寬限期登記申請表

收表日期	:	_____
Date Received	:	_____
申請編號	:	_____
Application Number	:	_____

Application Form for Grace-period Registration

申請須知 Notes for Application

- 請以正楷填寫本申請表，並在適當方格內加上「✓」號。填寫前，請細閱本「申請須知」及「注意事項」。如有需要，請填寫附加頁，隨本申請表一併呈交，並註明附加頁數。
Please fill in this application form in BLOCK LETTERS and put a tick (✓) in the appropriate boxes. Please read this “Notes for Application” and “Matters to Note” before filling in this application form. If necessary, please fill in the additional page(s) for submission together with this application form, and state the no. of additional page(s).
- 寬限期登記申請須在 **2026 年 3 月 1 日至 2027 年 2 月 28 日** 期間遞交予房屋局分間單位專責小組，申請費全免。
Applications for grace-period registration must be submitted to the Dedicated Team on Subdivided Units of the Housing Bureau during the period from **1 March 2026 to 28 February 2027**. No application fee will be charged.
- 申請人須為樓宇單位的唯一擁有人，或獲樓宇單位所有擁有人書面同意其作出申請的人士。具體而言，如申請人是樓宇單位的其中一名共同擁有人，須提交其餘所有共同擁有人的書面同意。如申請人並非樓宇單位的擁有人，須提交樓宇單位所有擁有人的書面同意。
An applicant must be the sole owner of a flat, or a person with the written consent of all owner(s) of a flat for making the application. Specifically, if the applicant is one of the co-owners of the flat, he/she must submit the written consent of all remaining co-owner(s). If the applicant is not the owner of the flat, he/she must submit the written consent of all owner(s) of the flat.
- 寬限期登記只適用於有現存分間單位、並位處住用建築物或綜合用途建築物住用部分的樓宇單位(即「樓宇單位」)。位於綜合用途建築物的非住用部份、商業大廈、工業大廈及非法構築物(包括寮屋及違反《建築物條例》(第 123 章)建成並位於天台、平台、後巷、天井或庭院等的僭建物)、或於新界豁免管制屋宇的任何樓層的處所，均不符合寬限期登記的申請資格。
Grace-period registration is only applicable to flats with pre-existing subdivided units (SDUs) in domestic buildings or in the domestic portion of composite buildings (i.e. “flats”). Premises located in the non-domestic portion of composite buildings, commercial buildings, industrial buildings, illegal structures (including squatter structures and unauthorised building works located at rooftops, flat roofs, lanes, light wells, yards, etc. constructed in contravention of the Buildings Ordinance (Cap. 123)), or in any storeys of New Territories Exempted Houses are NOT eligible to apply for grace-period registration.
- 有現存分間單位的樓宇單位是指，在 **2025 年 7 月 4 日至 2025 年 10 月 3 日** 期間任何時間，該樓宇單位內有至少一份生效的分間單位住宅租賃。申請人須提交已獲差餉物業估價署批署的租賃通知書(即表格 AR2)或相關租賃協議的副本作證明。
Flats with pre-existing SDUs mean flats that have at least one domestic tenancy of an SDU that is in effect at any time during the period from **4 July 2025 to 3 October 2025**. The applicant shall submit a copy of the Notice(s) of Tenancy (i.e. Form AR2) endorsed by the Rating and Valuation Department or the tenancy agreement(s) concerned as proof.
- 除非特別註明，申請人必須填妥本申請表的甲部至丁部並提交所要求的資料(包括須提交的文件核對表所列的文件)，否則可能導致處理申請出現延誤，甚或無法處理申請。本申請表戊部為選填部分，所收集的資料用於統計用途，請根據申請人的了解盡量填寫。
Unless otherwise specified, the applicant must complete Parts A to D in this application form and submit the required information (including the documents listed in the checklist of documents that have to be submitted); otherwise, the processing of the application may be delayed or may not be proceeded with. Completion of Part E in this application form is optional with details collected therein for statistical purposes; and the applicant may fill in this part as much as possible based on his/her knowledge.
- 房屋局分間單位專責小組一般會在收妥全部須提交的文件後 15 個工作天內完成處理申請，並向申請人發出通知書告知申請結果。
In general, the Dedicated Team on Subdivided Units of the Housing Bureau will, upon receipt of all documents that have to be submitted, complete the processing of the application and give a notice on the result of the application to the applicant within 15 working days.
- 成功完成寬限期登記的樓宇單位可獲得在登記期完結後起計 36 個月的寬限期(即 **2027 年 3 月 1 日至 2030 年 2 月 28 日**)。成功登記其樓宇單位的申請人/擁有人/營運人應在寬限期完結前及早安排完成所需的改造工程，並且就已登記樓宇單位內的分間單位遞交簡樸房認證申請。
Flats that have successfully completed grace-period registration will obtain a grace period of 36 months commencing after the registration period expires (i.e. from **1 March 2027 to 28 February 2030**). Applicants/owners/operators who have successfully registered their flats should arrange completion of necessary alteration works early and submit an application for basic-housing-unit (BHU) recognition for the SDUs in the registered flats before the expiry of the grace period.

注意事項

- 根據《簡樸房條例》，任何人在寬限期登記申請中或在與申請有關連的情況下，作出任何在要項上屬虛假或具誤導性的陳述（不論是口頭或書面方式作出）或提供任何虛假或具誤導性的文件或資料，及知道該陳述、文件或資料在要項上屬虛假或具誤導性，或罔顧該陳述、文件或資料是否在要項上屬虛假或具誤導性，即屬犯罪，一經定罪，可處罰款100,000元及監禁2年。
- 樓宇單位的寬限期登記申請獲得批准，並不會損害其他政府部門進行執法或管制行動的權利，亦不會免除或影響有關單位或其所在的建築物有關的任何合約、契約或大廈公契。擁有人／營運人須自行確保單位符合相關法例、法定圖則、地契條款、大廈公契及租約條件的規定。
- 根據《防止賄賂條例》（第201章），任何人士就《簡樸房條例》下的寬限期登記或簡樸房認證，索取、提供或接受任何利益（例如金錢或饋贈等），即屬犯罪，一經循公訴程序定罪，可處罰款500,000元及監禁7年。

個人資料收集聲明

- 房屋局分間單位專責小組會使用本申請表中所得的個人資料作下列用途：
 - 處理申請人在本申請表中提出的申請的相關事務；
 - 房屋局分間單位專責小組與申請人聯絡；
 - 實施《簡樸房條例》；及
 - 研究、統計或其他類似用途。研究結果或由此得出的統計數據不會以可識別個人身份的形式發布。
- 申請人必須提交本申請表所要求的個人資料，否則可能導致處理申請出現延誤，甚或無法處理申請。
- 房屋局分間單位專責小組可能會向其他政府決策局、部門、機構或任何人士披露申請人在本申請表中提交的個人資料，以作上文第4項所述的用途。
- 為便利分間單位住戶及公眾人士識別個別樓宇單位是否已完成寬限期登記並獲得寬限期，已登記樓宇單位的地址會上載至「簡樸房」專題網站 (www.bhu.gov.hk)。
- 根據《個人資料（私隱）條例》（第486章），申請人有權要求查閱及改正他所提交的個人資料。申請人如欲要求查閱及改正其個人資料，請透過致函（地址：香港灣仔告士打道5號稅務大樓30樓）或傳真（3702 0928）經由房屋局分間單位專責小組向部門資料保障主任提出。

填寫申請表

- 請填妥本申請表載列所有有關的部分，並在本申請表丁部簽署。
- 如對本申請表有任何查詢，請與房屋局分間單位專責小組聯絡。

遞交申請方法

- 郵寄至尖沙咀郵政局郵政信箱 90888 號房屋局分間單位專責小組。
- 於辦公時間內（星期一至星期五上午 9 時至下午 6 時，公眾假期除外）放入設置於房屋局分間單位專責小組辦事處的投遞箱（地址：香港灣仔告士打道5號稅務大樓30樓）。
- 如申請人士已登記「智方便+」，可前往簡樸房專題網站 (www.bhu.gov.hk) 填寫、簽署和遞交電子申請表及相關文件。

聯絡資料

- 房屋局分間單位專責小組辦事處（辦公時間：星期一至星期五上午 9 時至下午 6 時，公眾假期除外）
地址：香港灣仔告士打道5號稅務大樓30樓
電話：3611 0248
傳真：3702 0928
電郵：bhu@hb.gov.hk

Matters to Note

- Under the Basic Housing Units Ordinance, any person who in or in connection with an application for grace-period registration, makes a statement (whether oral or written), or provides any document or information, that is false or misleading in a material particular and knows that, or is reckless as to whether, the statement, document or information is false or misleading in a material particular, commits an offence and is liable on conviction to a fine of \$100,000 and to imprisonment for 2 years.
- The approval of grace-period registration application for a flat will not prejudice the power of other government departments to take enforcement or regulatory actions, or release or affect any contract, covenant or deed of mutual covenant in respect of the flat or building in which the flat is located. Owner(s)/operator(s) must ensure that the flat complies with the provisions of the relevant legislations, statutory plans, land lease conditions, deed of mutual covenant and tenancy agreement conditions.
- Under the Prevention of Bribery Ordinance (Cap. 201), any person who solicits, offers or accepts any advantages (e.g. money, gift, etc.) in connection with grace-period registration or BHU recognition under the Basic Housing Units Ordinance commits an offence and is liable on conviction on indictment to a fine of \$500,000 and to imprisonment for 7 years.

Personal Data Collection Statement

- The Dedicated Team on Subdivided Units of the Housing Bureau will use the personal data obtained in this application form for the following purposes:
 - activities relating to the processing of the application made by the applicant in this application form;
 - communication between the Dedicated Team on Subdivided Units of the Housing Bureau and the applicant;
 - implementing the Basic Housing Units Ordinance; and
 - research, statistics, or other similar purposes. The results of the research or the resulting statistics will not be made available in a form that would enable an individual to be identified.
- The applicant must submit the personal data required in this application form; otherwise, the processing of the application may be delayed or may not be proceeded with.
- The Dedicated Team on Subdivided Units of the Housing Bureau may disclose the personal data submitted by the applicant in this application form to other government bureaux, departments, organisations or any persons for the purposes mentioned in item 4 above.
- To facilitate households of SDUs and members of the public to ascertain whether individual flats have been registered and have obtained the grace period, the addresses of registered flats will be uploaded to the BHU thematic website (www.bhu.gov.hk).
- Under the Personal Data (Privacy) Ordinance (Cap. 486), the applicant has the right to request access to and correction of the personal data he/she submitted. If the applicant wishes to request for access to and correction of his/her personal data, please make a request to the Departmental Data Protection Officer via the Dedicated Team on Subdivided Units of the Housing Bureau by post (address: 30/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong) or by fax (3702 0928).

Completion of Application Form

- Please fill in all relevant parts of this application form and sign in Part D of this application form.
- If you have any enquiries regarding this application form, please contact the Dedicated Team on Subdivided Units of the Housing Bureau.

Methods to Submit Application

- By post to the Dedicated Team on Subdivided Units of the Housing Bureau, P.O. Box 90888, Tsim Sha Tsui Post Office.
- Deposit in the drop-box at the office of the Dedicated Team on Subdivided Units of the Housing Bureau (address: 30/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong) during office hours (from 9:00 a.m. to 6:00 p.m., Mondays to Fridays, except public holidays).
- If the applicant has registered for "iAM Smart+", he/she may go to the BHU thematic website (www.bhu.gov.hk) to complete, sign and submit the electronic application form and relevant documents.

Contact Details

- The office of the Dedicated Team on Subdivided Units of the Housing Bureau (office hours: 9:00 a.m. to 6:00 p.m., Mondays to Fridays, except public holidays)
Address: 30/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong
Tel No.: 3611 0248
Fax No.: 3702 0928
Email: bhu@hb.gov.hk

寬限期登記申請須提交的文件核對表

Checklist of Documents That Have to Be Submitted for Grace-period Registration Application

為讓房屋局分間單位專責小組能盡快處理寬限期登記申請，請夾附下列全部須提交的文件，否則可能導致處理申請出現延誤，甚或無法處理申請。

To facilitate the processing of the grace-period registration application by the Dedicated Team on Subdivided Units of the Housing Bureau as soon as possible, please attach all the documents that have to be submitted as indicated below; otherwise, the processing of the application may be delayed or may not be proceeded with.

- (a) 已填妥的寬限期登記申請表；
duly completed application form for grace-period registration;

- (b) 申請人的身份證明文件副本（除非申請人選擇親臨房屋局分間單位專責小組辦事處遞交申請表並出示其身份證明文件正本，以供辦事處職員查核），並請於身份證明文件副本上列明「副本」二字，房屋局分間單位專責小組完成處理申請後，會銷毀該身份證明文件副本；
（**註**：申請人如屬自然人，須提交其香港身份證或護照副本；如申請人屬公司（包括法人團體如有限公司、合夥；或其他不屬法團的團體），則須提交其商業登記證副本）
copy of the proof of identity of the applicant (unless the applicant chooses to submit the form in person to the office of the Dedicated Team on Subdivided Units of the Housing Bureau and show the original identity document for checking by the staff); please mark “COPY” on the copy of the proof of identity. The Dedicated Team on Subdivided Units of the Housing Bureau will destroy the copy of the proof of identity after the processing of the application is completed;
(**Note**: copy of the HKID Card or passport must be submitted if the applicant is a natural person; copy of the business registration certificate must be submitted if the applicant is a company (including a body corporate such as a limited company, a partnership, or other unincorporated body))

- (c) 樓宇單位的業權證明（即在土地註冊處取得的最新土地登記冊**或**業權註冊紀錄）；
proof of ownership of the flat (i.e. the latest land register **or** Title Register obtained from the Land Registry);

- (d) 相關分間單位已獲差餉物業估價署批署的租賃通知書（即表格 AR2）**或**租賃協議的副本；
copy of Notice(s) of Tenancy (i.e. Form AR2) endorsed by the Rating and Valuation Department **or** the tenancy agreement(s) of the SDU(s) concerned;

- (e) 如申請人非樓宇單位的唯一擁有人，須提交樓宇單位其餘所有共同擁有人就申請人作出申請的書面同意；如申請人並非樓宇單位的擁有人，須提交樓宇單位所有擁有人的書面同意；及
if the applicant is not the sole owner of the flat, written consent of all remaining co-owner(s) of the flat for the applicant to make the application must be submitted; if the applicant is not an owner of the flat, he/she must submit the written consent of all owner(s) of the flat; and

- (f) 如申請人屬公司，須提交授權文書（例如公司董事局相關會議紀錄／決議的核證副本），證明簽署本申請表丁部的人士已獲該公司正式授權。
if the applicant is a company, written authorisation of the company (e.g. a certified copy of the relevant board minutes/resolutions of the Board of Directors) must be submitted to prove that the person who signs in Part D of this application form has been duly authorised by the company.

甲部 申請資料

Part A – Details of Application

(1) 樓宇單位的地址 (按土地登記冊或業權註冊紀錄所載)

Address of flat (as shown in the land register or Title Register)

室/單位 Flat/Unit 8 樓層 Floor 3 座 Block _____

大廈名稱 Name of Building 簡樸大廈 屋苑名稱 Name of Estate _____

門牌號數 222 街道名稱 香港街

Street No. 222 Name of Street 香港街

門牌號數 2 _____ 街道名稱 2 _____

Street No. 2 _____ Name of Street 2 _____

門牌號數 3 _____ 街道名稱 3 _____

Street No. 3 _____ Name of Street 3 _____

地區* 東區 Eastern

District* 東區 Eastern

請按土地登記冊 / 業權註冊紀錄所載的地址填寫。
Please fill in the address as shown in the land register / Title Register.

香港 Hong Kong 九龍 Kowloon 新界 New Territories

* 請根據 18 個區議會分區填寫樓宇單位所在的地區 (即香港島的中西區、灣仔區、南區及東區; 九龍的觀塘區、深水埗區、油尖旺區、黃大仙區及九龍城區; 新界的離島區、荃灣區、元朗區、北區、沙田區、西貢區、葵青區、大埔區及屯門區)。

* Please fill in the district in which the flat is located according to the 18 District Council geographical constituencies (i.e. Central & Western, Wan Chai, Southern and Eastern on Hong Kong Island; Kwun Tong, Sham Shui Po, Yau Tsim Mong, Wong Tai Sin and Kowloon City in Kowloon; Islands, Tsuen Wan, Yuen Long, North, Sha Tin, Sai Kung, Kwai Tsing, Tai Po and Tuen Mun in the New Territories).

(2) 樓宇單位內的分間單位數目 No. of SDUs in the flat

4

填寫樓宇單位內的分間單位數目。
Fill in the no. of subdivided units in the flat.

(3) 申請人資料 Details of Applicant

「申請人」是指樓宇單位的唯一擁有人或獲樓宇單位所有擁有人書面同意其作出申請的人士。具體而言，如申請人是樓宇單位的其中一名共同擁有人，須提交其餘所有共同擁有人的書面同意。如申請人並非樓宇單位的擁有人，須提交樓宇單位所有擁有人的書面同意。
“Applicant” means the sole owner of a flat, or a person with the written consent of all owner(s) of a flat for making the application. Specifically, if the applicant is one of the co-owners of the flat, he/she must submit the written consent of all remaining co-owner(s). If the applicant is not the owner of the flat, he/she must submit the written consent of all owner(s) of the flat.

樓宇單位的唯一擁有人
A sole owner of the flat

樓宇單位的共同擁有人 (已獲其餘所有共同擁有人書面同意其作出申請)
A co-owner of the flat (with written consent of all remaining co-owner(s) for making the application)

獲樓宇單位所有擁有人書面同意其作出申請的人士
A person with written consent of all owner(s) of the flat for making the application

請在合適方格內加上剔號，如申請人不是樓宇單位的唯一擁有人，申請人須獲所有擁有人書面同意其作出申請。
Please put a tick in the appropriate box. If the applicant is not the sole owner of the flat, he/she must obtain the written consent of all owners of the flat for making the application.

姓名/公司名稱 Name / Company Name

中文 In Chinese 申請仁 英文 In English (姓氏先行 Surname first) SAN CHING TAN

身份證明 Proof of Identity 香港身份證號碼 HKID No. A123XXX(7) 護照號碼 Passport No. _____ 商業登記號碼 Business Registration No. _____

通訊地址 Correspondence Address

室/單位 Flat/Unit 3 樓層 Floor 2 座 Block 1

大廈名稱 Name of Building 安全花園 屋苑名稱 Name of Estate _____

門牌號數 2 街道名稱 第一街 地區* 九龍城 Kowloon City

Street No. 2 Name of Street 第一街 District* 九龍城 Kowloon City

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊)

Hong Kong Mobile Tel. No. (for receiving SMS) 1234 5678

聯絡電話 Contact Tel. No. 1234 5678

電郵地址 E-mail Address abc@housing.com

請填寫香港流動電話號碼，用作接收短訊。
Please fill in a Hong Kong mobile tel. no for receiving SMS.

乙部 樓宇單位擁有人資料 (如申請人是樓宇單位的唯一擁有人, 則無需填寫此部份)

Part B – Details of Flat Owner(s) (this part need not be filled if the applicant is the sole owner of the flat)

「擁有人」是指於土地註冊處備存的土地登記冊或業權註冊紀錄顯示為有關樓宇單位的擁有人的人。
 "Owner" means a person whose name is recorded in the land register or Title Register kept by the Land Registry as the owner of the relevant flat.

擁有人 1 Owner 1

姓名/公司名稱 Name / Company Name

中文 In Chinese

申請仁

英文 In English
(姓氏先行 Surname first)

SAN CHING YAN

身份證明
Proof of Identity

香港身份證號碼

護照號碼

商業登記號碼

HKID No.
A123XXX(7)

Passport No.
[]

Business Registration No.
[]

通訊地址 Correspondence Address

與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit

樓層 Floor

座 Block

大廈名稱 Name of Building

屋苑名稱 Name of Estate:

門牌號數

街道名稱

地區*

Street No.

Name of Street

District*

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊)

Hong Kong Mobile Tel. No. (for receiving SMS)

1234 5678

聯絡電話 Contact Tel. No.

1234 5678

電郵地址 E-mail Address

abc@housing.com

擁有人 2 (如有) Owner 2 (if any)

姓名/公司名稱 Name / Company Name

中文 In Chinese

翁祐仁

英文 In English
(姓氏先行 Surname first)

YUNG YAU YAN

身份證明
Proof of Identity

香港身份證號碼

護照號碼

商業登記號碼

HKID No.
A234XXX(8)

Passport No.
[]

Business Registration No.
[]

通訊地址 Correspondence Address

與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit

樓層 Floor

座 Block

大廈名稱 Name of Building

屋苑名稱 Name of Estate

門牌號數

街道名稱

地區*

Street No.

Name of Street

District*

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊)

Hong Kong Mobile Tel. No. (for receiving SMS)

2123 4567

聯絡電話 Contact Tel. No.

2123 4567

電郵地址 E-mail Address

bcde@abc.com.hk

備註: 如有多於 2 名擁有人, 請填寫附加頁。

Remark: If there are more than 2 owners, please fill in additional page(s).

附加頁數

No. of Additional Page(s)

[]

丙部 分間單位營運人資料 (如適用)
Part C – Details of Operator(s) of SDUs (if applicable)

「營運人」是指任何將分間單位出租作居住用途或任何其他不時有權因着出租分間單位收
 東、地產代理等)。
 “Operator” means a person who lets an SDU for habitation or any other person who is from time
 (such as the SDU owner, principal tenant, estate agent, etc.).

請填寫由相關營運人營運的分間單位房號。
 Please fill in the room no. of the subdivided units
 operated by the relevant operator.

營運人 1 Operator 1 (分間單位房號 Room No. of SDU(s)

姓名/公司名稱 Name / Company Name

中文 In Chinese 申請仁 英文 In English (姓氏先行 Surname first) SAN CHING YAN

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (no need to fill in the address)

營運人指任何將分間單位出租作居住用途，或不時有權因着將該分間單位出租作該用途而收取租金的人士 (例如分間單位的擁有人、二房東、地產代理等)。例如樓宇單位的2名共同擁有人共同就分間單位出租收取租金，他們就是營運人，申請人就要填寫2名營運人資料。
 An operator means any person who lets a subdivided unit for habitation or who is from time to time entitled to receive rent for such letting (such as the subdivided unit owner, principal tenant, estate agent, etc.). For example, if 2 co-owners of the flat both receive rent for the letting of subdivided units, they are the operators. The applicant is required to fill in the details of the 2 operators.

樓層 Floor _____ 座 Block _____
 屋苑名稱 Name of Estate _____
 地區* District* _____
 新界 New Territories
 1234 5678
 1234 5678
 abc@housing.com

如通訊地址與申請人相同，請在方格內加上剔號，並且無需填寫地址欄位。
 If the correspondence address is same as that of the applicant, please put a tick in the box and need not fill in the address.

電郵地址 E-mail Address abc@housing.com

營運人 2 (如有) Operator 2 (if any) (分間單位房號 Room No. of SDU(s)

姓名/公司名稱 Name / Company Name

中文 In Chinese 翁祐仁 英文 In English (姓氏先行 Surname first) YUNG YAU YAN

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (no need to fill in the address)

室/單位 Flat/Unit _____ 樓層 Floor _____ 座 Block _____
 大廈名稱 Name of Building: _____ 屋苑名稱 Name of Estate _____
 門牌號數 Street No. _____ 街道名稱 Name of Street _____ 地區* District* _____

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊) Hong Kong Mobile Tel. No. (for receiving SMS) 2123 4567
 聯絡電話 Contact Tel. No. 2123 4567
 電郵地址 E-mail Address bcde@abc.com.hk

如有附加頁，請填寫附加頁數。
 If additional page(s) are attached, please fill in the total no. of additional page(s).

備註：如有多於2名營運人，請填寫附加頁。
 Remark: If there are more than 2 operators, please fill in additional page(s).

附加頁數 No. of Additional Page(s)

丁部 申請人的聲明

Part D – Declaration of Applicant

本人／本公司謹此聲明：
I/This company declare(s) that:

- (i) 本人／本公司同意「申請須知」、「注意事項」及個人資料收集聲明的內容。
I/This company agree(s) to the contents of the “Notes for Application”, “Matters to Note” and Personal Data Collection Statement.
- (ii) 本人／本公司在本申請表內提交的所有資料及所作的陳述，以及隨本申請表提交的所有文件，均屬真實無訛，完整無漏。本人／本公司同意房屋局及有關政府決策局／部門可利用這些資料／文件進行統計及研究用途。
All information submitted and statements made by me/this company in this application form, and all documents submitted by me/this company with this application form are true, correct and complete. I/This company give(s) consent that the Housing Bureau and relevant government bureaux/departments may make use of such information/documents for statistical and research purposes.

申請人簽署：

申清仁

Signature of Applicant: _____

(如申請人屬公司，須由該公司所授權的人士簽署及加蓋公司印章，並寫上簽署人的姓名。)

(If the applicant is a company, this must be signed by a person authorised by the company and be affixed with the company’s chop; and the name of the signatory must be written.)

日期（日／月／年）：
Date (Day/Month/Year): _____

01/03/2026

簽署前，請細閱聲明事項。
Please read the declaration items
carefully before signing.

任何人如作出虛假或具誤導性的聲明，可被檢控
Any person making a false or misleading
declaration may be prosecuted

本部為選填部分，收集的資料用於統計用途，請根據申請人的了解盡量填寫。
This part is optional with details collected herein for statistical purposes. Please fill in as much as possible based on the applicant's knowledge.

戊部 分間單位資料 (選填)
Part E – Details of SDUs (optional)

本部收集的資料用於統計用途，請根據申請人的了解盡量填寫。

Details collected in this part are for statistical purposes. Please fill in as much as possible based on the applicant's knowledge.

(1) 住戶資料 Household Details

		分間單位 SDUs			
		(1)	(2)	(3)	(4)
分間單位房號 Room No. of SDU		A	B	C	D
租賃/許可期 (日/月/年) Tenancy/Licence Period (DD/MM/YYYY)	由 From	01/01/2025	01/02/2025	01/03/2025	01/04/2025
	至 To	31/12/2026	31/01/2027	28/02/2027	31/03/2027
首/次租期 First/Second Term Tenancy		<input checked="" type="checkbox"/> 首 1st <input type="checkbox"/> 次 2nd	<input checked="" type="checkbox"/> 首 1st <input type="checkbox"/> 次 2nd	<input type="checkbox"/> 首 1st <input checked="" type="checkbox"/> 次 2nd	<input type="checkbox"/> 首 1st <input checked="" type="checkbox"/> 次 2nd
實際或擬收取的每月租金 (元) Actual or Intended Monthly Rent (\$)		5000	4500	5500	5400
租賃通知書 (表格 AR2) 檔號 (如有) Reference no. of Notice of Tenancy (Form AR2) (if any)		AR1235678	AR234567	AR888888	AR456789
上級租賃/許可期 (如有) % (日/月/年) Superior Tenancy/Licence Period (if any) % (DD/MM/YYYY)	由 From	01/01/2025			
	至 To	01/01/2025			
住戶人數 Household size		1	2	2	1
住戶年齡 Age of residents		23 / / / / / /	50 / 52 / / / / /	40 / 40 / / / / /	30 / / / / / /
住戶是否已申請 (可選多於一項) : 1. 公共租住房屋 (公屋) 2. 簡約公屋 3. 過渡性房屋 Have residents applied for (may choose more than one): 1. Public Rental Housing 2. Light Public Housing 3. Transitional Housing		是 Y <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 否 N <input type="checkbox"/>	是 Y <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 否 N <input checked="" type="checkbox"/>	是 Y <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 否 N <input type="checkbox"/>	是 Y <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 否 N <input type="checkbox"/>

% 如分間單位所處的樓宇單位由擁有人向二房東出租/授予許可，再由二房東將當中的分間單位出租予分租客，擁有人與二房東之間的租賃/許可便屬上級租賃/許可。如涉及多於一份上級租賃/許可，請填上當中最早屆滿的租賃/許可期。
% If the flat where the SDUs are located is let/licensed by the owner to a principal tenant, and the principal tenant, further lets out the SDUs to sub-tenant(s), the tenancy/licence between the owner and the principal tenant is a superior tenancy/licence. If there is more than one superior tenancy/licence, please fill in the earliest expiring tenancy/licence period.

(2) 分間單位居住環境資料 Details of Living Conditions of SDUs

(a) 內部樓面面積 Internal Floor Area

		分間單位 SDUs			
		(1)	(2)	(3)	(4)
內部樓面面積# (平方米/呎@) Internal Floor Area# (m ² /square feet@)		6	10	12	8

內部樓面面積是指分間單位的圍牆以內、從圍牆內面開始量度的樓面面積。分間單位內的分隔牆，支柱，露台和和外廊均包括在內，窗台則不包括在內。
Internal floor area means the floor area within the enclosing walls of the SDU measured from their interior face. It includes all partitions, columns, balconies and verandahs within the SDU and excludes bay windows.

@ 刪去不適用者
@ Delete as appropriate

備註： 如有多於4個分間單位，請填寫附加頁。
Remark: If there are more than 4 SDUs, please fill in additional page(s).

附加頁數
No. of Additional Page(s)

如有附加頁，請填寫附加頁數。
If additional page(s) are attached, please fill in the total no. of additional page(s).

戊部 分間單位資料 (選填) Part E – Details of SDUs (optional)				
(b) 樓底高度 Height				
	分間單位 SDUs			
	(1)	(2)	(3)	(4)
由樓面量度至天花板的高度至少達 2.3 米 The height measured from floor to ceiling is at least 2.3m	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
由樓面量度至任何橫梁的底面的高度至少達 2.0 米 The height measured from floor to the underside of any beam is at least 2.0m	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
(c) 消防安全 Fire Safety				
(i) 樓宇單位大門為防火門 The entrance door of the flat is a fire rated door	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N <input type="checkbox"/> 不適用 N/A			
(ii) 通往分間單位的共用走廊的淨闊度 Clear width of the shared corridor leading to the SDUs	<input type="checkbox"/> 不適用 N/A			
(iii) 樓宇單位內的共用走廊或共用部分^ (如有) 設有滅火筒 The shared corridor or shared part^ (if any) within the flat is provided with fire extinguisher(s)	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N <input type="checkbox"/> 不適用 N/A			
(iv) 樓宇單位內的共用走廊或共用部分^ (如有) 設有獨立火警偵測器 The shared corridor or shared part^ (if any) within the flat is provided with stand-alone fire detector(s)	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N <input type="checkbox"/> 不適用 N/A			
(v) 其他消防措施 Other fire safety measures	分間單位 SDUs			
	(1)	(2)	(3)	(4)
分間單位的門為防火門 The door of the SDU is a fire rated door	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
室內走廊的圍牆為實心牆 (例如磚牆、石膏板等, 不包括木板) The enclosing wall(s) of the internal corridor(s) is/are solid wall(s) (e.g. brick wall, gypsum plaster board, etc., excluding wooden board)	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
分間單位和其他分間單位之間的分隔牆為實心牆 (例如磚牆、石膏板等, 不包括木板) The separating wall(s) between the SDU and other SDU(s) is/are solid wall(s) (e.g. brick wall, gypsum plaster board, etc., excluding wooden board)	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
分間單位設有獨立火警偵測器 The SDU is provided with a stand-alone fire detector	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
^ 「共用部分」是指樓宇單位內不屬於分間單位的部分。 ^ “Shared part” means the part of the flat that is not an SDU.				
(d) 通風及照明 Ventilation and Lighting				
	分間單位 SDUs			
	(1)	(2)	(3)	(4)
分間單位的起居空間 (不包括廁所) 內設有可往室外開啟的窗 The habitable space (excluding toilet) of the SDU is fitted with a window openable to the external air	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
備註: 如有多於 4 個分間單位, 請填寫附加頁。 Remark: If there are more than 4 SDUs, please fill in additional page(s).			附加頁數 No. of Additional Page(s) <input type="checkbox"/>	

如有附加頁, 請填寫附加頁數。
If additional page(s) are attached, please fill in the total no. of additional page(s).

戊部 分間單位資料 (選填) Part E – Details of SDUs (optional)					
(e) 廁所 Toilet					
		分間單位 SDUs			
		(1)	(2)	(3)	(4)
分間單位內設有獨立廁所 The SDU is provided with a separate toilet		<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
獨立廁所內設有可往室外開啟的窗 (如沒有獨立廁所, 則無須填報) The separate toilet is fitted with a window openable to the external air (need not fill in if there is no separate toilet)		<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
(f) 廚房 Kitchen					
		分間單位 SDUs			
		(1)	(2)	(3)	(4)
分間單位/樓宇單位共用部分內設有廚房 (如樓宇單位沒有共用部分, 則無須就共用部分填報) The SDU/shared part of the flat is provided with a kitchen (need not fill in for the shared part if the flat does not have any shared part)	共用部分^ Shared Part^	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
		<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
分間單位/樓宇單位共用部分內設有明火煮食設施 (如樓宇單位沒有共用部分, 則無須就共用部分填報) There is naked flame cooking facility in the SDU/shared part of the flat (need not fill in for the shared part if the flat does not have any shared part)		<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
(g) 樓宇單位有尚未獲遵辦的法定命令、通知或指示 (即由屋宇署/消防處/水務署/機電工程署發出的法定命令、通知或指示) <input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N There is/are outstanding statutory order, notice, or direction for the flat (i.e. statutory order, notice, or direction issued by the Buildings Department/Fire Services Department/Water Supplies Department/Electrical and Mechanical Services Department)					
命令/通知/指示 編號 Order / Notice / Direction no.		相關政府部門 Relevant Government Department			
(h) 獨立水電錶 Separate Water Meters and Electricity Meters					
		分間單位 SDUs			
		(1)	(2)	(3)	(4)
分間單位設有獨立水錶 The SDU is provided with a separate water meter		<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
獨立水錶是由水務署提供 (如沒有獨立水錶, 則無須填報) The separate water meter is provided by the Water Supplies Department (need not fill in if there is no separate water meter)		<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
分間單位設有獨立電錶 The SDU is provided with a separate electricity meter		<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N	<input checked="" type="checkbox"/> 是 Y <input type="checkbox"/> 否 N
獨立電錶是由電力公司提供 (如沒有獨立電錶, 則無須填報) The separate electricity meter is provided by the power company (need not fill in if there is no separate electricity meter)		<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N	<input type="checkbox"/> 是 Y <input checked="" type="checkbox"/> 否 N
備註: 如有多於4個分間單位, 請填寫附加頁。 Remark: If there are more than 4 SDUs, please fill in additional page(s).				附加頁數 No. of Additional Page(s) <input type="checkbox"/>	

-完-
-End-

如有附加頁, 請填寫附加頁數。
If additional page(s) are attached, please fill in the total no. of additional page(s).

表格 REG-01 乙部 樓宇單位擁有人資料的附加頁

Additional Page for Part B of Form REG-01 - Details of Flat Owner(s)

附加頁

Additional Page No.

「擁有人」是指於土地註冊處備存的土地登記冊或業權註冊紀錄顯示為有關樓宇單位的擁有人的人。
 "Owner" means a person whose name is recorded in the land register or Title Register kept by the Land Registry as the owner of the relevant flat.

擁有人 () Owner ()

姓名/公司名稱 Name / Company Name

中文 In Chinese _____ 英文 In English (姓氏先行 Surname first) _____

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit _____ 樓層 Floor _____ 座 Block _____

大廈名稱 Name of Building _____ 屋苑名稱 Name of Estate _____

門牌號數 Street No. _____ 街道名稱 Name of Street _____ 地區* District* _____

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊)
 Hong Kong Mobile Tel. No. (for receiving SMS) _____

聯絡電話 Contact Tel. No. _____

電郵 E-mail Address _____

擁有人 () Owner ()

姓名/公司名稱 Name / Company Name

中文 In Chinese _____ 英文 In English (姓氏先行 Surname first) _____

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同 (可無需填寫地址欄位)
 Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit _____ 樓層 Floor _____ 座 Block _____

大廈名稱 Name of Building _____ 屋苑名稱 Name of Estate _____

門牌號數 Street No. _____ 街道名稱 Name of Street _____ 地區* District* _____

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼 (用作接收短訊)
 Hong Kong Mobile Tel. No. (for receiving SMS) _____

聯絡電話 Contact Tel. No. _____

電郵 E-mail Address _____

表格 REG-01 丙部 分間單位營運人資料的附加頁

Additional Page for Part C of Form REG-01 - Details of Operator(s) of SDUs

附加頁

Additional Page No.

「營運人」是指任何將分間單位出租作居住用途或任何其他不時有權因着出租分間單位收取租金的人士（例如分間單位的擁有人、二房東、地產代理等）。

“Operator” means a person who lets an SDU for habitation or any other person who is from time to time entitled to receive rent for such letting (such as the SDU owner, principal tenant, estate agent, etc.).

營運人 () Operator () (分間單位房號 Room No. of SDU(s))

姓名/公司名稱 Name / Company Name

中文 In Chinese _____ 英文 In English (姓氏先行 Surname first) _____

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同（可無需填寫地址欄位） Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit _____ 樓層 Floor _____ 座 Block _____

大廈名稱 Name of Building _____ 屋苑名稱 Name of Estate _____

門牌號數 Street No. _____ 街道名稱 Name of Street _____ 地區* District* _____

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼（用作接收短訊） Hong Kong Mobile Tel. No. (for receiving SMS) _____

聯絡電話 Contact Tel. No. _____

電郵地址 E-mail Address _____

營運人 () Operator () (分間單位房號 Room No. of SDU(s))

姓名/公司名稱 Name / Company Name

中文 In Chinese _____ 英文 In English (姓氏先行 Surname first) _____

身份證明 Proof of Identity 香港身份證號碼 HKID No. 護照號碼 Passport No. 商業登記號碼 Business Registration No.

通訊地址 Correspondence Address 與申請人的通訊地址相同（可無需填寫地址欄位） Same as applicant's correspondence address (need not fill in the address)

室/單位 Flat/Unit _____ 樓層 Floor _____ 座 Block _____

大廈名稱 Name of Building _____ 屋苑名稱 Name of Estate: _____

門牌號數 Street No. _____ 街道名稱 Name of Street _____ 地區* District* _____

香港 Hong Kong 九龍 Kowloon 新界 New Territories

香港流動電話號碼（用作接收短訊） Hong Kong Mobile Tel. No. (for receiving SMS) _____

聯絡電話 Contact Tel. No. _____

電郵 E-mail Address _____

表格 REG-01 戊部 分間單位資料的附加頁 (選填) Additional Page for Part E of Form REG-01 – Details of SDUs (optional)		附加頁 Additional Page No. <input style="width: 30px; height: 20px;" type="text"/>	
本部收集的資料用於統計用途，請根據申請人的了解盡量填寫。 Details collected in this part are for statistical purposes. Please fill in as much as possible based on the applicant's knowledge.			
(1) 住戶資料 Household Details			
		分間單位 SDUs	
		()	()
分間單位房號 Room No. of SDU			
租賃/許可期 (日/月/年) Tenancy/Licence Period (DD/MM/YYYY)	由 From		
	至 To		
首/次租期 First/Second Term Tenancy		<input type="checkbox"/> 首 1st <input type="checkbox"/> 次 2nd	<input type="checkbox"/> 首 1st <input type="checkbox"/> 次 2nd
實際或擬收取的每月租金 (元) Actual or Intended Monthly Rent (\$)			
租賃通知書 (表格 AR2) 檔號 (如有) Reference no. of Notice of Tenancy (Form AR2) (if any)			
上級租賃/許可期 (如有) % (日/月/年) Superior Tenancy/Licence Period (if any) % (DD/MM/YYYY)	由 From		
	至 To		
住戶人數 Household size			
住戶年齡 Age of residents		/ / / / / /	/ / / / / /
住戶是否已申請 (可選多於一項) : 1. 公共租住房屋 (公屋) 2. 簡約公屋 3. 過渡性房屋 Have residents applied for (may choose more than one): 1. Public Rental Housing 2. Light Public Housing 3. Transitional Housing		是 Y <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 否 N <input type="checkbox"/>	是 Y <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 否 N <input type="checkbox"/>
<p>% 如分間單位所處的樓宇單位由擁有人向二房東出租/授予許可，再由二房東將當中的分間單位出租予分租客，擁有人與二房東之間的租賃/許可便屬上級租賃/許可。如涉及多於一份上級租賃/許可，請填上當中最早屆滿的租賃/許可期。 % If the flat where the SDUs are located is let/licensed by the owner to a principal tenant, and the principal tenant, further lets out the SDUs to sub-tenant(s), the tenancy/licence between the owner and the principal tenant is a superior tenancy/licence. If there is more than one superior tenancy/licence, please fill in the earliest expiring tenancy/licence period.</p>			
(2) 分間單位居住環境資料 Details of Living Conditions of SDUs			
(a) 內部樓面面積 Internal Floor Area			
		分間單位 SDUs	
		(1)	(2)
		(3)	(4)
內部樓面面積# (平方米/呎@) Internal Floor Area# (m ² /square feet@)			
<p># 內部樓面面積是指分間單位的圍牆以內、從圍牆內面開始量度的樓面面積。分間單位內的分隔牆，支柱，露台和和外廊均包括在內，窗台則不包括在內。 # Internal floor area means the floor area within the enclosing walls of the SDU measured from their interior face. It includes all partitions, columns, balconies and verandahs within the SDU and excludes bay windows.</p>			
<p>@ 刪去不適用者 @ Delete as appropriate</p>			

表格 REG-01 戊部分間單位資料的附加頁 (選填) Additional Page for Part E of Form REG-01 – Details of SDUs (optional)		附加頁 Additional Page No. <input type="checkbox"/>			
(b) 樓底高度 Heights					
	分間單位 SDUs				
	()	()	()	()	()
由樓面量度至天花板的高度至少達 2.3 米 The height measured from floor to ceiling is at least 2.3m	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
由樓面量度至任何橫梁的底面的高度至少達 2.0 米 The height measured from floor to the underside of any beam is at least 2.0m	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
(c) 消防安全 Fire Safety					
(v) 其他消防措施 Other fire safety measures		分間單位 SDUs			
		()	()	()	()
分間單位的門為防火門 The door of the SDU is a fire rated door	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
室內走廊的圍牆為實心牆 (例如磚牆、石膏板等, 不包括木板) The enclosing wall(s) of the internal corridor(s) is/are solid wall(s) (e.g. brick wall, gypsum plaster board, etc. excluding wooden board)	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
分間單位和其他分間單位之間的分隔牆為實心牆 (例如磚牆、石膏板等, 不包括木板) The separating wall(s) between the SDU and other SDU(s) is/are of solid wall(s) (e.g. brick wall, gypsum plaster board, etc., excluding wooden board)	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
分間單位設有獨立火警偵測器 The SDU is provided with a stand-alone fire detector	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				
(d) 通風及照明 Ventilation and Lighting					
	分間單位 SDUs				
	()	()	()	()	()
分間單位的起居空間 (不包括廁所) 內設有可往室外開啟的窗 The habitable space (excluding toilet) of the SDU is fitted with a window openable to the external air	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N				

(e) 廁所 Toilet

	分間單位 SDUs			
	()	()	()	()
分間單位內設有獨立廁所 The SDU is provided with a separate toilet	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			
獨立廁所內設有可往室外開啟的窗 (如沒有獨立廁所, 則無須填報) The separate toilet is fitted with a window openable to the external air (need not fill in if there is no separate toilet)	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			

(f) 廚房 Kitchen

	分間單位 SDUs			
	()	()	()	()
分間單位內設有廚房 The SDU is provided with a kitchen	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			
分間單位內設有明火煮食設施 There is naked flame cooking facility in the SDU	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			

(g) 樓宇單位有尚未獲遵辦的法定命令/通知/指示 (即由屋宇署/消防處/水務署/機電工程署發出的法定命令/通知/指示) 是 Y 否 N

There is/are outstanding statutory order(s)/notice(s)/direction(s) for the flat (i.e. statutory order(s)/notice(s)/direction(s) issued by the Buildings Department/Fire Services Department/Water Supplies Department/Electrical and Mechanical Services Department)

命令/通知/指示 編號 Order / Notice / Direction no.	相關政府部門 Relevant Government Department

(h) 獨立水電錶 Separate Water Meters and Electricity Meters

	分間單位 SDUs			
	()	()	()	()
分間單位設有獨立水錶 The SDU is provided with a separate water meter	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			
獨立水錶是由水務署提供 (如沒有獨立水錶, 則無須填報) The separate water meter is provided by the Water Supplies Department (need not fill in if there is no separate water meter)	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			
分間單位設有獨立電錶 The SDU is provided with a separate electricity meter	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			
獨立電錶是由電力公司提供 (如沒有獨立電錶, 則無須填報) The separate electricity meter is provided by the power company (need not fill in if there is no separate electricity meter)	<input type="checkbox"/> 是 Y <input type="checkbox"/> 否 N			