

土地註冊處  
香港金鐘道六十六號  
金鐘道政府合署二十八樓  
圖文傳真：2596 0281



THE LAND REGISTRY  
QUEENSWAY GOVERNMENT OFFICES,  
28TH FLOOR, 66 QUEENSWAY,  
HONG KONG.  
FAX: 2596 0281

覆函請註明本處檔號  
In reply please quote this Ref.:

(63) in LR/HQ/102/11 II

8 April 2002

來函檔號 Your Ref.:

電話 Tel.:

**Land Registry Circular Memorandum 3/02**

**The New Territories Lot/Address  
Cross Reference Table  
(3rd Edition)**

The 3rd edition of the New Territories Lot/Address Cross Reference Table (CRT) will be available for sale at the Islands New Territories Land Registry on 17/F., Queensway Government Offices, 66 Queensway, Hong Kong from 22 April 2002. The price is HK\$300 per set.

Since the 2nd edition, 1,489 amendments have been made and 37 new streets and 1,949 new lots/sections/subsections have been added to the CRT data. Available Chinese building/development names have also been incorporated in the CRT. In support of a green environment, the User's Guide in paper form will no longer be issued in this edition. Instead, it has been incorporated in the compact disc. Instructions for reading the User's Guide can be found on the back cover of the compact disc.

----- An information leaflet and an order form for the new edition of CRT are attached. The order form can also be downloaded from the Land Registry's homepage (<http://www.info.gov.hk/landreg/>).

For enquiries, please contact the CRT Unit at 2867 8071 or the Customer Service Manager, Mr W. Y. Kwok, at 2867 2882.

( Kim Salkeld )  
Land Registrar

To : All Solicitors  
All Government Departments  
All DAS Subscribers

c.c. SPL  
LR/NT/768 SF1 Pt. III

# **The New Territories Lot/Address Cross Reference Table on CD (3rd Edition)**

## **Introduction**

The New Territories Lot/Address Cross Reference Table (CRT) is published by the Land Registry to help users correlate property addresses and buildings with lot numbers so as to make land searches for properties in the New Territories easier.

The CRT data are stored in a single compact disc, thus enabling users to search the data speedily and conveniently. The CRT will be updated annually and released for sale as a new edition.

## **Updating of the CRT**

Since the 2nd edition, 1,489 amendments have been made and 37 new streets and 1,949 new lots/sections/subsections have been added to the CRT data.

The present edition shows the position as at 31 December 2001, according to data supplied by the Rating and Valuation Department and information available in the Land Registry up to that date. New data from January 2002 onwards will be published in the next edition.

While every care has been taken to ensure accuracy, the Land Registry will accept no responsibility for any errors or omissions. If any errors or omissions are discovered, please report them to the CRT Unit or the Customer Service Manager.

## **Enhancement**

To better serve our customers, the following enhancements will be made to the present edition:

- ✧ addition of Chinese building/development names; and
- ✧ use of Chinese building/development names as retrieval key.

## **Hardware / Software Requirement**

### **Personal Computer**

- ✧ IBM personal computers or IBM compatible PCs (486 minimum)

## **Hardware**

- ✧ Memory of at least 10MB RAM (16MB recommended)
- ✧ At least 22MB free hard disk space to install the Acrobat Reader 4.0 and Acrobat 4.0 Chinese Language Support
- ✧ At least 15MB free hard disk space to install the CRT data (not applicable if reading the CRT directly from the CD)
- ✧ A CD-ROM drive

## **Software**

- ✧ Either English or Chinese version of
  - (a) Microsoft Windows 95
  - (b) Microsoft Windows 98
  - (c) Microsoft Windows 2000

## **User's Guide**

A User's Guide providing step-by-step guidance on installation and search procedures is incorporated in the CD. Please refer to the instructions for reading the User's Guide on the back cover of the CD.

## **Help Desk Service**

Help desk service is available for problem solving.

## **Sale of the CRT**

The 3rd edition will be available for sale at the Islands New Territories Land Registry on 17/F., Queensway Government Offices, 66 Queensway, Hong Kong from 22 April 2002. The price is HK\$300 per set.

Order Forms are available at the Information Counter of the Central Search Office, the search counters of the 8 New Territories Land Registries, the Land Registry's homepage (<http://www.info.gov.hk/landreg/>), or by telephone request to the CRT Unit.

## **Hotlines for Enquiries**

Please contact the CRT Unit at 2867 8071 or the Customer Service Manager at 2867 2882.

**THE LAND REGISTRY**  
**New Territories Lot/Address Cross Reference Table on CD**  
**(3rd Edition)**  
**Order Form**

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**Part I Particulars**

Purchaser's Name : \_\_\_\_\_ Ref. No. : \_\_\_\_\_  
Business Address : \_\_\_\_\_  
Delivery Address : \_\_\_\_\_  
(If delivery by ordinary post is required)  
Telephone No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
Business Type : ☐ 1. Accountants Firm ☐ 2. Bank ☐ 3. Finance / Investment Co.  
(Optional) ☐ 4. Newspaper & Publisher ☐ 5. Real Estate Agent ☐ 6. Search Co.  
☐ 7. Solicitors Firm ☐ 8. Surveyors Firm  
☐ 9. Gov't Department : \_\_\_\_\_ ☐ 10. Others: \_\_\_\_\_

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**Part II Details of Order**

1. I wish to order \_\_\_\_\_ set(s) of the above New Territories Lot/Address Cross Reference Table ("the CRT") {HK\$300 per set [see Notes (i) & (ii)]}.
2. I enclose \*cash / a cheque / bank draft no. \_\_\_\_\_ payable to "The Land Registry" in the amount of HK\$ \_\_\_\_\_ for the order [see Notes (iii) & (iv)].

Note : (i) The price shall be subject to change as may from time to time be determined by the Land Registry.  
(ii) Postage will be charged where delivery outside Hong Kong is required.  
(iii) Do not enclose cash if the Order Form is sent by post.  
(iv) For payment by personal cheque, the CRT will be provided after 11:30 a.m. on the third working day following the date of collection of personal cheque and upon your presentation of the original receipt.

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**Part III Declaration**

1. I have read and understand the "Notes about Your Personal Data" and confirm that the information given above is correct and complete.
2. I have read and understand the "Terms and Conditions" for the purchase of the CRT printed overleaf and agree to be bound by such terms and conditions.
3. I understand that if my order for the purchase of the CRT is not accepted, the payment mentioned in paragraph 2 of Part II above will be refunded to me.

Purchaser's Signature : \_\_\_\_\_ Title of Signatory : \_\_\_\_\_  
(e.g. Partner, Director)

Full Name of Signatory : \_\_\_\_\_ Date : \_\_\_\_\_

Please return to : Islands New Territories Land Registry, 17/F., Queensway Government Offices, 66 Queensway, Hong Kong

Enquiry Hotline : 2867 8071

☐ Please tick "✓".

\* Delete whichever is inappropriate.

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**FOR OFFICE USE ONLY**

Order No. : \_\_\_\_\_ Processed By : \_\_\_\_\_ Date : \_\_\_\_\_

Delivery / Collection Date : \_\_\_\_\_ Delivered / Collected By : \_\_\_\_\_

## **TERMS AND CONDITIONS**

1. The Purchaser requests and the Land Registry agrees to provide the New Territories Lot/Address Cross Reference Table ("the CRT") as specified in the Order Form printed overleaf subject to the terms and conditions hereinafter.
2. The primary objective of the CRT is to correlate available addresses with the corresponding lot numbers so as to facilitate land searches of properties in the New Territories.
3. The CRT shall be sold to the Purchaser in the form of a compact disc (CD).
4. The Purchaser shall be solely responsible for the acquisition of his own computer equipment, software, skills and support in order to have access to the CRT. The Land Registry shall not be responsible in whatever respect in connection therewith.
5. The CRT shall be delivered in such mode as may from time to time be determined by the Land Registry.
6. Upon placing an order for the CRT on CD, the Purchaser shall make full payment of the purchase money to the Land Registry in advance and such payment shall not be refundable in full or in part.
7.
  - (a) The acceptance of an order shall be subject to the final approval and at the absolute discretion of the Land Registry.
  - (b) In the event that an order is not accepted by the Land Registry, any purchase money paid under the order or any part thereof will be refunded to the Purchaser.
8. The Land Registry retains the copyright of the CRT and the CRT shall not be used by any person other than the Purchaser. The Purchaser shall not rent or lease or resell the CRT in its original CD form or in any other form. The Purchaser shall not copy or reproduce or transmit the CRT or any part thereof in any form by any means for the use by any person other than the Purchaser.
9. The Purchaser shall not use the CRT for activities which are unlawful or objectionable as determined by the Land Registry.
10. The Land Registry shall use its best endeavours to provide the CRT in accordance with the terms and conditions herein provided however that the Land Registry shall not be responsible for the accuracy, completeness and/or consistency of the CRT nor shall the Land Registry be required to make any subsequent amendments to the CRT after it has been delivered to the Purchaser.
11. The Land Registry shall not be liable to the Purchaser or any other person for any loss or damage arising directly or indirectly from the use of the CRT or from any errors, deficiencies or faults therein or from any failure or delay in the provision of the CRT whether such loss or damage is caused by negligence or otherwise.
12. The Purchaser's rights and obligations under the terms and conditions herein shall be personal and shall not be assignable or transferable.
13. Notices to be given to the Purchaser shall be sufficient if given in writing and personally delivered or mailed to the address last known to the Land Registry as provided by the Purchaser.
14. The Land Registry reserves the right to amend the terms and conditions herein without prior notice.
15. The terms and conditions herein shall be governed by the laws of Hong Kong.

## **NOTES ABOUT YOUR PERSONAL DATA**

1. The personal data provided by means of this form will be used by the Land Registry for the following purposes:
  - (a) to carry out activities relating to provision of services by the Land Registry;
  - (b) to facilitate communications between you and the Land Registry.The provision of personal data by means of this form is voluntary. If you do not provide sufficient information, we may not be able to provide the requested service.
2. The personal data you provide by means of this form may be disclosed to other Government bureaux and departments for the purposes mentioned in paragraph 1 above.
3. You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form. In accordance with the provisions of the Ordinance, the Land Registry has the right to charge a reasonable fee for the processing of any data access request.
4. Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to the CRT Unit at Tel. No. 2867 8071 or our Personal Data (Privacy) Officer at Tel. No. 2867 8050.