

Hong Kong Housing Authority,
[Address]

Dear Sirs,

Re : Application for a Letter of Nomination
_____ [Property Address] _____

We have instructions to act for [Name(s) of Applicant(s)] in his/her/their purchase of a property as mentioned in the enclosed Provisional Agreement for Sale and Purchase.

We are instructed to apply on his/her/their behalf a Letter of Nomination and enclose herewith the following documents in support thereof :-

1. the original of the Certificate of Availability for Sale No. _____;
2. the original of the Certificate of Eligibility to Purchase No. _____;
3. a copy of the Provisional Agreement for Sale and Purchase;
4. A Declaration in support of the Application for Letter of Nomination dated _____ signed by the Applicant(s); and
5. our cheque/cashier order for HK\$_____ drawn in your favour being the application fee for the Letter of Nomination.

*We shall be grateful if you can send us the Letter of Nomination by post/ *We shall send our representative to collect the Letter of Nomination at your office on or after _____#.

Yours faithfully,

* Delete as appropriate

A date which must be at least seven(7) working days after the receipt of the application by the Housing Authority

(SM02)