

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.: LR/HQ/102/11 II

13 March 2003

來函檔號 Your Ref.:

電話 Tel.:

**Land Registry Circular Memorandum No. 2/03**

**Transfer of the Commitment Transfer Registers and Notifications for  
Land Exchange Entitlements (Letters A/B) to the Lands Department**

As an initiative to enhance overall efficiency and to provide owners of Land Exchange Entitlements (LEEs) with a 'one-stop shop' service, the Land Registry will transfer the maintenance and storage of the Commitment Transfer Registers (CTRs) and Notifications for LEEs to the Lands Department with effect from 1 April 2003.

2. To prepare for the transfer, the search services for CTRs and Notifications at the 7 New Territories Land Registries, namely, Tsuen Wan, Tuen Mun, Yuen Long, North, Tai Po, Sha Tin and Sai Kung, will be suspended from 17 March 2003 to 31 March 2003. Starting from 1 April 2003, all CTRs and Notifications will be centralised at the Lands Department Headquarters. They will be available for search at the CTR Unit located at 21<sup>st</sup> Floor, North Point Government Offices, 333 Java Road, North Point, Hong Kong.

3. Starting from 1 April 2003, all notifications for LEEs should be sent to the CTR Unit of the Lands Department for registration at the above address also.

4. For enquiries, please contact the Customer Service Manager, Mrs Cindy Lam, at 2867 2882 or e-mail to us at [csa@landreg.gov.hk](mailto:csa@landreg.gov.hk).

( Kim Salkeld )  
Land Registrar

To : All Solicitors  
All Government Departments  
All DAS Subscribers  
c.c. SHPL  
LR/HQ/502 S.F. 1