



覆函請註明本處檔號

In reply please quote this Ref. : LR GS/1-50/7

23 April 2024

來函檔號 Your Ref. :

電話 Tel. :

Land Registry Circular Memorandum No. 1/24
Street Index (56th Edition) and
New Territories Lot/Address Cross Reference Table (25th Edition)

The 56th edition of the Street Index and the 25th edition of the New Territories Lot/Address Cross Reference Table (CRT) on compact disc will be released for sale from 30 April 2024. The price is HK\$370 per compact disc.

2. Licences for using the 56th edition of the Street Index and the 25th edition of the CRT compact discs on computer network will also be available for sale at the same time. The licence fees for a computer network linked to less than 50 terminals and a computer network linked to 50 terminals or more are HK\$2,960 and HK\$5,920 respectively.

3. As compared to the last edition, 402 amendments have been made and 11 new streets and 32 new lots/sections/subsections have been added in the new edition of the Street Index. As for the CRT, 1,164 amendments have been made and 12 new streets and 939 new lots/sections/subsections have been added.

4. Information leaflets and order forms for the new editions of the Street Index and the CRT are attached. Orders may be placed online on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm), in person or by post to our Customer Centre, any of our New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm) or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

5. To provide support to users of our search services, an online version of the new editions of the Street Index and the CRT will be available for free browsing on the Land Registry's website (www.landreg.gov.hk/en/public/pu-si_agree.htm) or through the hyperlink on the IRIS Online Services (www.iris.gov.hk) from 30 April 2024.

6. For enquiries, please contact the Street Index and CRT Help Desk or the Customer Service Manager, Miss Cherie CHOW, on 3105 0000.


(Ms Joyce TAM)
Land Registrar

To: All Solicitors
All Government Departments
All IRIS Online Services Subscribers

c.c. SDEV
LR/HQ/702 XV



Street Index (56th Edition)



Introduction

The Index of Streets, House Numbers and Lots in Hong Kong, Kowloon and New Kowloon (Street Index) is published by the Land Registry to help users correlate property addresses and building names with lot numbers so as to facilitate land searches for properties in the urban area.

The Street Index was first published in the 19th century in bound volume. From the 31st edition onwards, it was issued on a single compact disc (CD), enabling users to search the data more speedily and conveniently.

Updating of the Street Index

The Street Index is updated annually and released for sale as a new edition.

Since the last edition, 402 amendments have been made and 11 new streets and 32 new lots/sections/subsections have been added to the Street Index data.

The 56th edition shows the position as at 31 December 2023, according to data supplied by the Rating and Valuation Department and information available in the Land Registry up to that date. New data from 1 January 2024 onwards will be published in the next edition.

While every care has been taken to ensure accuracy of the Street Index, the Land Registry will accept no responsibility for any errors or omissions. If there are any errors or omissions, please report them to the Street Index and CRT Help Desk.

Hardware / Software Requirement

- ✧ A computer with Adobe Reader installed. If Adobe Reader has not been installed, please download and install it for free from www.adobe.com
- ✧ 30MB free hard disk space to install the Street Index data (not applicable if reading the data directly from the CD)
- ✧ A CD-ROM drive

User's Guide

User's Guide 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 Street Index Compact Disc and Licence for Network Users

The 56th edition will be released for sale from 30 April 2024. The price is HK\$370 per CD. The licence fees for a computer network linked to less than 50 terminals and a computer network linked to 50 terminals or more are HK\$2,960 and HK\$5,920 respectively.

Order forms are available at the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm), the Information Counter of the Customer Centre and the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm), or by fax through the Customer Service Hotline on 3105 0000.

Orders may be placed online on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm), in person or by post to the Customer Centre, any of the New Territories Search Offices or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

Free Online Browsing of the Street Index

To provide support to users of our search services, an online version of the new edition of the Street Index will be available for free browsing on the Land Registry's website (www.landreg.gov.hk/en/public/pu-si_agree.htm) or through the hyperlink on the IRIS Online Services (www.iris.gov.hk) from 30 April 2024.

Enquiry Hotline

For enquiries, please contact the Street Index and CRT Help Desk on 3105 0000.

THE LAND REGISTRY

Index of Streets, House Numbers and Lots in Hong Kong, Kowloon and New Kowloon Compact Disc (56th Edition) Order Form

Part I Particulars of Purchaser

Name of Purchaser : _____ Reference No. : _____

Business Address : _____

Delivery Address : _____
(If delivery by ordinary post is required)

Email Address : _____

Telephone No. : _____ Fax No. : _____

Business Type : ☐ 1. Accountants Firm ☐ 2. Bank ☐ 3. Finance / Investment Co.
(Optional) ☐ 4. Newspaper / Publisher ☐ 5. Real Estate Agency ☐ 6. Search Co.
☐ 7. Solicitors Firm ☐ 8. Surveyors Firm
☐ 9. Gov't Department : _____ ☐ 10. Others : _____

Part II Details of Order

I wish to order _____ set(s) of the 56th edition of the Index of Streets, House Numbers and Lots in Hong Kong, Kowloon and New Kowloon compact disc ("Street Index") {HK\$370 per set [see Notes (i) & (ii)]}.

☐ 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)].

☐ (*For online submission only*) I pay HK\$ _____ by *PPS / Credit Card / Mobile Payment / e-Cheque for the order.

Notes : (i)(a) The price shall be subject to change as may from time to time be determined by the Land Registry.
(b) Upon placing an order for the Street Index, 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 except as provided in (i)(d) below.
(c) Acceptance of an order shall be at the absolute discretion of the Land Registry.
(d) 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.
(ii) Postage will be charged where delivery outside Hong Kong is required.
(iii) For order form sent in by post, please do **not** enclose cash and ensure that sufficient postage is paid to avoid unsuccessful delivery. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.
(iv) For payment by personal cheque, the Street Index will be delivered after 11:30 a.m. on the third working day following the date of collection of the personal cheque and upon your presentation of the original receipt.

Part III Declaration

- I have read and understand the "Terms and Conditions" for the purchase and use of the Street Index and the "Personal Information Collection Statement" contained in this form and agree to be bound by them.
- I confirm that all information provided in this form is true and correct.

Signature of Purchaser : _____ Title of Signatory : _____
(e.g. Partner, Director)

Full Name of Signatory : _____ Date : _____

Name of Contact Person : _____ Telephone No. : _____

Enquiry Hotline : 3105 0000

Customers may submit an online form on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm) or return the completed form in person or by post to the Customer Centre, any of the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm) or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

☐ Please put a "✓" in the appropriate box.

* Delete whichever is inappropriate.

TERMS AND CONDITIONS

1. Upon acceptance of the Purchaser's order, the Land Registry agrees to provide the Street Index as defined in the Order Form subject to these terms and conditions.
2. The Purchaser shall be solely responsible for the acquisition of his own computer equipment, software, skills and support in order to access the Street Index in digital form. The Land Registry shall not be responsible in whatever respect in connection therewith.
3. All rights in the Street Index including copyright and other intellectual property rights and all rights to apply for the same whether now existing or arising hereafter which are not specifically granted to the Purchaser herein are expressly reserved to the Land Registry.
4. The Street Index shall not be used or accessed by any person other than the Purchaser or the users authorised or permitted by the Purchaser ("authorised users"). The Purchaser shall not rent, lease or resell the Street Index in its original compact disc form or in any other form. The Purchaser shall not and shall ensure that no authorised users shall copy, reproduce or transmit the Street Index or any part thereof in any form by any means for use by any person other than the Purchaser and the authorised users.
5. The Purchaser shall only install and access the Street Index on a standalone personal computer.
6. The Purchaser shall not use and shall ensure that no authorised users shall use the Street Index for activities which are unlawful.
7. The Land Registry shall not be responsible for the accuracy, completeness and/or consistency of the Street Index. Nor shall the Land Registry be required to make any subsequent amendments to the Street Index.
8. The Land Registry shall not be liable to the Purchaser or the authorised users or any other person for any loss or damage arising directly or indirectly from the use of the Street Index or from any errors, deficiencies or faults therein or from any failure or delay in the provision of the Street Index whether such loss or damage is caused by negligence or otherwise.
9. The Purchaser's rights and obligations under these terms and conditions shall be personal to the Purchaser and shall not be assignable or transferable.
10. Notices to be given to the Purchaser shall be sufficient if given in writing and delivered in person or mailed to the address or emailed to the email address last known to the Land Registry as provided by the Purchaser.
11. These terms and conditions shall be governed by the laws of the Hong Kong Special Administrative Region.

PERSONAL INFORMATION COLLECTION STATEMENT

Purpose of Collection

1. The personal data collected will be used by the Land Registry for the following purposes:

- 1.1 to carry out activities and the Land Registry's functions relating to the provision of services by the Land Registry;
- 1.2 to facilitate communications; and
- 1.3 to produce statistics relating to the Land Registry's services.

You understand that the provision of personal data is obligatory. If you fail to provide information as required, the Land Registry may not be able to provide the requested service.

Please do NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted. Where information of any third party is included in this form or any document(s) filed in relation to it, the Land Registry will treat that you have obtained consent from such third party to disclose such information for the purposes above.

Disclosure of Personal Data

2. You understand that the personal data provided may be disclosed or transferred to relevant parties where such disclosure or transfer is necessary for the purposes as stated in paragraph 1 above. Such personal data may also be disclosed or transferred to law enforcement agencies as permitted under the Personal Data (Privacy) Ordinance (Cap.486) ("PDPO").

Access to Personal Data

3. You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the PDPO, you have the right to request access to and correction of your personal data held by the Land Registry. The Land Registry may charge a fee to process the said request in accordance with the PDPO. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

FOR OFFICE USE ONLY

Order No. : _____ Processed By : _____ Date : _____

Delivered / Collected By : _____ Delivery / Collection Date : _____

THE LAND REGISTRY

Licence for

Index of Streets, House Numbers and Lots in

Hong Kong, Kowloon and New Kowloon Compact Disc (56th Edition) Order Form

Part I Particulars of Purchaser

Name of Purchaser : _____ Reference No. : _____

Business Address : _____

Delivery Address : _____

(If delivery by ordinary post is required)

Email Address : _____

Telephone No. : _____ Fax No. : _____

Business Type : ☐ 1. Accountants Firm ☐ 2. Bank ☐ 3. Finance / Investment Co.
(Optional) ☐ 4. Newspaper / Publisher ☐ 5. Real Estate Agency ☐ 6. Search Co.
☐ 7. Solicitors Firm ☐ 8. Surveyors Firm
☐ 9. Gov't Department : _____ ☐ 10. Others: _____

Part II Details of Order

I wish to order for a licence to use and access the 56th edition of the Index of Streets, House Numbers and Lots in Hong Kong, Kowloon and New Kowloon compact disc ("Street Index") on a computer network linked to *less than 50 computer terminals / 50 or more computer terminals {HK\$2,960 for less than 50 computer terminals and HK\$5,920 for 50 or more computer terminals [see Notes (i) & (ii)]}.

- ☐ 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)].
- ☐ (For online submission only) I pay HK\$ _____ by *PPS / Credit Card / Mobile Payment / e-Cheque for the order.

- Notes :
- (i)(a) The price shall be subject to change as may from time to time be determined by the Land Registry.
 - (b) Upon placing an order for the licence, 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 except as provided in (i)(d) below.
 - (c) Acceptance of an order shall be at the absolute discretion of the Land Registry.
 - (d) 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.
 - (ii) Postage will be charged where delivery outside Hong Kong is required.
 - (iii) For order form sent in by post, please do **not** enclose cash and ensure that sufficient postage is paid to avoid unsuccessful delivery. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.
 - (iv) For payment by personal cheque, the licence will be delivered after 11:30 a.m. on the third working day following the date of collection of the personal cheque and upon your presentation of the original receipt.

Part III Declaration

1. I have purchased the Street Index from the Land Registry.
2. I have read and understand the "Terms and Conditions" for the grant of the licence and the "Personal Information Collection Statement" contained in this form and agree to be bound by them.
3. I confirm that all information provided in this form is true and correct.

Signature of Purchaser : _____ Title of Signatory : _____
(e.g. Partner, Director)

Full Name of Signatory : _____ Date : _____

Name of Contact Person : _____ Telephone No. : _____

Enquiry Hotline : 3105 0000

Customers may submit an online form on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm) or return the completed form in person or by post to the Customer Centre, any of the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm) or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

☐ Please put a "✓" in the appropriate box.

* Delete whichever is inappropriate.

TERMS AND CONDITIONS

1. Upon acceptance of the Purchaser's order, the Land Registry agrees to grant to the Purchaser a non-exclusive and non-transferable licence to use and access the Street Index as defined in the Order Form ("the Licence") subject to these terms and conditions.
2. The Licence shall be sold to the Purchaser in the form of a paper licence or in such other mode as may from time to time be determined by the Land Registry. The Licence is the Purchaser's proof of the licence to exercise the rights granted herein and must be retained by the Purchaser.
3. The Licence is granted solely in respect of the particular edition of the Street Index specified in the Order Form and shall not be used in relation to any other editions of the Street Index sold by the Land Registry from time to time.
4. The Licence shall commence from the grant thereof by the Land Registry and shall remain in effect until it is terminated by the Land Registry on the ground that the Purchaser has breached the terms and conditions herein.
5. The Purchaser shall be solely responsible for the acquisition of his own computer equipment, software, skills and support in order to install the Street Index on the Purchaser's server linked to the number of computer terminals from which access to the Street Index is permitted under the Licence ("computer network"). The Land Registry shall not be responsible in whatever respect in connection therewith.
6. The computer network shall be a closed network over which the Purchaser must have absolute control and can (inter alia) prevent the further distribution of the Street Index not permitted by these terms and conditions. The Purchaser must have an effective mechanism or system in place to ensure that the number of computer terminals linked to the computer network does not exceed the number of computer terminals from which access to the Street Index is permitted under the Licence.
7. All rights in the Street Index including copyright and other intellectual property rights and all rights to apply for the same whether existing at the commencement of the Licence or thereafter which are not specifically granted to the Purchaser herein are expressly reserved to the Land Registry.
8. The Street Index shall not be used or accessed by any person other than the Purchaser or the users authorised or permitted by the Purchaser ("authorised users"). The Purchaser shall not assign, rent, lease, resell or sublicense the Licence in its original paper form or in any other form. The Purchaser shall not and shall ensure that no authorised users shall copy, reproduce or transmit the Street Index or any part thereof in any form by any means for use by any person other than the Purchaser and the authorised users.
9. The Purchaser shall not use and shall ensure that no authorised users shall use the Street Index for activities which are unlawful.
10. The Land Registry shall not be responsible for the accuracy, completeness and/or consistency of the Street Index. Nor shall the Land Registry be required to make any subsequent amendments to the Street Index.
11. The Land Registry shall not be liable to the Purchaser or the authorised users or any other person for any loss or damage arising directly or indirectly from the use of the Street Index or from any errors, deficiencies or faults therein or from any failure or delay in the provision of the Licence whether such loss or damage is caused by negligence or otherwise.
12. The Purchaser's rights and obligations under these terms and conditions shall be personal to the Purchaser and shall not be assignable or transferable.
13. Notices to be given to the Purchaser shall be sufficient if given in writing and delivered in person or mailed to the address or emailed to the email address last known to the Land Registry as provided by the Purchaser.
14. These terms and conditions shall be governed by the laws of the Hong Kong Special Administrative Region.

Personal Information Collection Statement

Purpose of Collection

1. The personal data collected will be used by the Land Registry for the following purposes:

- 1.1 to carry out activities and the Land Registry's functions relating to the provision of services by the Land Registry;
- 1.2 to facilitate communications; and
- 1.3 to produce statistics relating to the Land Registry's services.

You understand that the provision of personal data is obligatory. If you fail to provide information as required, the Land Registry may not be able to provide the requested service.

Please do NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted. Where information of any third party is included in this form or any document(s) filed in relation to it, the Land Registry will treat that you have obtained consent from such third party to disclose such information for the purposes above.

Disclosure of Personal Data

2. You understand that the personal data provided may be disclosed or transferred to relevant parties where such disclosure or transfer is necessary for the purposes as stated in paragraph 1 above. Such personal data may also be disclosed or transferred to law enforcement agencies as permitted under the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO").

Access to Personal Data

3. You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the PDPO, you have the right to request access to and correction of your personal data held by the Land Registry. The Land Registry may charge a fee to process the said request in accordance with the PDPO. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

FOR OFFICE USE ONLY

Order No. : _____ Processed By : _____ Date : _____

Delivered / Collected By : _____ Delivery / Collection Date : _____



New Territories Lot/Address Cross Reference Table (25th Edition)



Introduction

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

The CRT data are stored in a single compact disc (CD), enabling users to search the data speedily and conveniently.

Updating of the CRT

The CRT is updated annually and released for sale as a new edition.

Since the last edition, 1,164 amendments have been made and 12 new streets and 939 new lots/sections/subsections have been added to the CRT data.

The 25th edition shows the position as at 31 December 2023, according to data supplied by the Rating and Valuation Department and information available in the Land Registry up to that date. New data from 1 January 2024 onwards will be published in the next edition.

While every care has been taken to ensure accuracy of the CRT, the Land Registry will accept no responsibility for any errors or omissions. If there are any errors or omissions, please report them to the Street Index and CRT Help Desk.

Hardware / Software Requirement

- ✧ A computer with Adobe Reader installed. If Adobe Reader has not been installed, please download and install it for free from www.adobe.com
- ✧ 70MB free hard disk space to install the CRT data (not applicable if reading the data directly from the CD)
- ✧ A CD-ROM drive

User's Guide

User's Guide 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 Compact Disc and Licence for Network Users

The 25th edition will be released for sale from 30 April 2024. The price is \$370 per CD. The licence fees for a computer network linked to less than 50 terminals and a computer network linked to 50 terminals or more are HK\$2,960 and HK\$5,920 respectively.

Order forms are available at the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm), the Information Counter of the Customer Centre and the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm), or by fax through the Customer Service Hotline on 3105 0000.

Orders may be placed online on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm), in person or by post to the Customer Centre, any of the New Territories Search Offices or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

Free Online Browsing of the CRT

To provide support to users of our search services, an online version of the new edition of the CRT will be available for free browsing on the Land Registry's website (www.landreg.gov.hk/en/public/pu-si-agree.htm) or through the hyperlink on the IRIS Online Services (www.iris.gov.hk) from 30 April 2024.

Enquiry Hotline

For enquiries, please contact the Street Index and CRT Help Desk on 3105 0000.

THE LAND REGISTRY

New Territories Lot/Address Cross Reference Table Compact Disc (25th Edition) Order Form

Part I Particulars of Purchaser

Name of Purchaser : _____ Reference No. : _____

Business Address : _____

Delivery Address : _____

(If delivery by ordinary post is required)

Email Address : _____

Telephone No. : _____ Fax No. : _____

Business Type : ☐ 1. Accountants Firm ☐ 2. Bank ☐ 3. Finance / Investment Co.
(Optional) ☐ 4. Newspaper / Publisher ☐ 5. Real Estate Agency ☐ 6. Search Co.
☐ 7. Solicitors Firm ☐ 8. Surveyors Firm
☐ 9. Gov't Department : _____ ☐ 10. Others: _____

Part II Details of Order

I wish to order _____ set(s) of the 25th edition of the New Territories Lot/Address Cross Reference Table compact disc ("CRT") {HK\$370 per set [see Notes (i) & (ii)]}.

☐ 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)].

☐ (For online submission only) I pay HK\$ _____ by *PPS / Credit Card / Mobile Payment / e-Cheque for the order.

- Notes :
- (i)(a) The price shall be subject to change as may from time to time be determined by the Land Registry.
 - (b) Upon placing an order for the CRT, 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 except as provided in (i)(d) below.
 - (c) Acceptance of an order shall be at the absolute discretion of the Land Registry.
 - (d) 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.
 - (ii) Postage will be charged where delivery outside Hong Kong is required.
 - (iii) For order form sent in by post, please do **not** enclose cash and ensure that sufficient postage is paid to avoid unsuccessful delivery. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.
 - (iv) For payment by personal cheque, the CRT will be delivered after 11:30 a.m. on the third working day following the date of collection of the personal cheque and upon your presentation of the original receipt.

Part III Declaration

1. I have read and understand the "Terms and Conditions" for the purchase and use of the CRT and the "Personal Information Collection Statement" contained in this form and agree to be bound by them.
2. I confirm that all information provided in this form is true and correct.

Signature of Purchaser : _____ Title of Signatory : _____
(e.g. Partner, Director)

Full name of Signatory : _____ Date : _____

Name of Contact Person : _____ Telephone No. : _____

Enquiry Hotline : 3105 0000

Customers may submit an online form on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm) or return the completed form in person or by post to the Customer Centre, any of the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm) or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

☐ Please put a "✓" in the appropriate box.

* Delete whichever is inappropriate.

TERMS AND CONDITIONS

1. Upon acceptance of the Purchaser's order, the Land Registry agrees to provide the CRT as defined in the Order Form subject to these terms and conditions.
2. The Purchaser shall be solely responsible for the acquisition of his own computer equipment, software, skills and support in order to access the CRT in digital form. The Land Registry shall not be responsible in whatever respect in connection therewith.
3. All rights in the CRT including copyright and other intellectual property rights and all rights to apply for the same whether now existing or arising hereafter which are not specifically granted to the Purchaser herein are expressly reserved to the Land Registry.
4. The CRT shall not be used or accessed by any person other than the Purchaser or the users authorised or permitted by the Purchaser ("authorised users"). The Purchaser shall not rent, lease or resell the CRT in its original compact disc form or in any other form. The Purchaser shall not and shall ensure that no authorised users shall copy or reproduce or transmit the CRT or any part thereof in any form by any means for use by any person other than the Purchaser and the authorised users.
5. The Purchaser shall only install and access the CRT on a standalone personal computer.
6. The Purchaser shall not use and shall ensure that no authorised users shall use the CRT for activities which are unlawful.
7. 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.
8. The Land Registry shall not be liable to the Purchaser or the authorised users 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.
9. The Purchaser's rights and obligations under these terms and conditions shall be personal to the Purchaser and shall not be assignable or transferable.
10. Notices to be given to the Purchaser shall be sufficient if given in writing and delivered in person or mailed to the address or emailed to the email address last known to the Land Registry as provided by the Purchaser.
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PERSONAL INFORMATION COLLECTION STATEMENT

Purpose of Collection

1. The personal data collected will be used by the Land Registry for the following purposes:

- 1.1 to carry out activities and the Land Registry's functions relating to the provision of services by the Land Registry;
- 1.2 to facilitate communications; and
- 1.3 to produce statistics relating to the Land Registry's services.

You understand that the provision of personal data is obligatory. If you fail to provide information as required, the Land Registry may not be able to provide the requested service.

Please do NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted. Where information of any third party is included in this form or any document(s) filed in relation to it, the Land Registry will treat that you have obtained consent from such third party to disclose such information for the purposes above.

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3. You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the PDPO, you have the right to request access to and correction of your personal data held by the Land Registry. The Land Registry may charge a fee to process the said request in accordance with the PDPO. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

FOR OFFICE USE ONLY

Order No. : _____ Processed By : _____ Date : _____

Delivered / Collected By : _____ Delivery / Collection Date : _____

THE LAND REGISTRY

Licence for

New Territories Lot/Address Cross Reference Table Compact Disc (25th Edition)

Order Form

Part I Particulars of Purchaser

Name of Purchaser : _____ Reference No. : _____

Business Address : _____

Delivery Address : _____
(If delivery by ordinary post is required)

Email Address : _____

Telephone No. : _____ Fax No. : _____

Business Type : ☐ 1. Accountants Firm ☐ 2. Bank ☐ 3. Finance / Investment Co.
(Optional) ☐ 4. Newspaper / Publisher ☐ 5. Real Estate Agency ☐ 6. Search Co.
☐ 7. Solicitors Firm ☐ 8. Surveyors Firm
☐ 9. Gov't Department : _____ ☐ 10. Others: _____

Part II Details of Order

I wish to order for a licence to use and access the 25th edition of the New Territories Lot/Address Cross Reference Table compact disc ("CRT") on a computer network linked to *less than 50 computer terminals / 50 or more computer terminals {HK\$2,960 for less than 50 computer terminals and HK\$5,920 for 50 or more computer terminals [see Notes (i) & (ii)]}.

- ☐ 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)].
- ☐ (For online submission only) I pay HK\$ _____ by *PPS / Credit Card / Mobile Payment / e-Cheque for the order.

- Notes :
- (i)(a) The price shall be subject to change as may from time to time be determined by the Land Registry.
 - (b) Upon placing an order for the CRT licence, 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 except as provided in (i)(d) below.
 - (c) Acceptance of an order shall be at the absolute discretion of the Land Registry.
 - (d) 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.
 - (ii) Postage will be charged where delivery outside Hong Kong is required.
 - (iii) For order form sent in by post, please do **not** enclose cash and ensure that sufficient postage is paid to avoid unsuccessful delivery. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.
 - (iv) For payment by personal cheque, the licence will be delivered after 11:30 a.m. on the third working day following the date of collection of the personal cheque and upon your presentation of the original receipt.

Part III Declaration

1. I have purchased the CRT from the Land Registry.
2. I have read and understand the "Terms and Conditions" for the grant of the licence and the "Personal Information Collection Statement" contained in this form and agree to be bound by them.
3. I confirm that all information provided in this form is true and correct.

Signature of Purchaser : _____ Title of Signatory : _____
(e.g. Partner, Director)

Full Name of Signatory : _____ Date : _____

Name of Contact Person: _____ Telephone No. : _____

Enquiry Hotline : 3105 0000

Customers may submit an online form on the Land Registry's website (www.landreg.gov.hk/en/pforms/form.htm) or return the completed form in person or by post to the Customer Centre, any of the New Territories Search Offices (www.landreg.gov.hk/en/contact/contact_2.htm) or the Street Index and CRT Help Desk (Unit 1202, 12/F, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Kowloon).

☐ Please put a "✓" in the appropriate box.

* Delete whichever is inappropriate.

TERMS AND CONDITIONS

1. Upon acceptance of the Purchaser's order, the Land Registry agrees to grant to the Purchaser a non-exclusive and non-transferable licence to use and access the CRT as defined in the Order Form ("the Licence") subject to these terms and conditions.
2. The Licence shall be sold to the Purchaser in the form of a paper licence or in such other mode as may from time to time be determined by the Land Registry. The Licence is the Purchaser's proof of the licence to exercise the rights granted herein and must be retained by the Purchaser.
3. The Licence is granted solely in respect of the particular edition of the CRT specified in the Order Form and shall not be used in relation to any other editions of the CRT sold by the Land Registry from time to time.
4. The Licence shall commence from the grant thereof by the Land Registry and shall remain in effect until it is terminated by the Land Registry on the ground that the Purchaser has breached the terms and conditions herein.
5. The Purchaser shall be solely responsible for the acquisition of his own computer equipment, software, skills and support in order to install the CRT on the Purchaser's server linked to the number of computer terminals from which access to the CRT is permitted under the Licence ("computer network"). The Land Registry shall not be responsible in whatever respect in connection therewith.
6. The computer network shall be a closed network over which the Purchaser must have absolute control and can (inter alia) prevent the further distribution of the CRT not permitted by these terms and conditions. The Purchaser must have an effective mechanism or system in place to ensure that the number of computer terminals linked to the computer network does not exceed the number of computer terminals from which access to the CRT is permitted under the Licence.
7. All rights in the CRT including copyright and other intellectual property rights and all rights to apply for the same whether existing at the commencement of the Licence or thereafter which are not specifically granted to the Purchaser herein are expressly reserved to the Land Registry.
8. The CRT shall not be used or accessed by any person other than the Purchaser or the users authorised or permitted by the Purchaser ("authorised users"). The Purchaser shall not assign, rent, lease, resell or sublicense the Licence in its original paper form or in any other form. The Purchaser shall not and shall ensure that no authorised users shall copy, reproduce or transmit the CRT or any part thereof in any form by any means for use by any person other than the Purchaser and the authorised users.
9. The Purchaser shall not use and shall ensure that no authorised users shall use the CRT for activities which are unlawful.
10. 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.
11. The Land Registry shall not be liable to the Purchaser or the authorised users 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 Licence whether such loss or damage is caused by negligence or otherwise.
12. The Purchaser's rights and obligations under these terms and conditions shall be personal to the Purchaser and shall not be assignable or transferable.
13. Notices to be given to the Purchaser shall be sufficient if given in writing and delivered in person or mailed to the address or emailed to the email address last known to the Land Registry as provided by the Purchaser.
14. These terms and conditions shall be governed by the laws of the Hong Kong Special Administrative Region.

Personal Information Collection Statement

Purpose of Collection

1. The personal data collected will be used by the Land Registry for the following purposes:

- 1.1 to carry out activities and the Land Registry's functions relating to the provision of services by the Land Registry;
- 1.2 to facilitate communications; and
- 1.3 to produce statistics relating to the Land Registry's services.

You understand that the provision of personal data is obligatory. If you fail to provide information as required, the Land Registry may not be able to provide the requested service.

Please do NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted. Where information of any third party is included in this form or any document(s) filed in relation to it, the Land Registry will treat that you have obtained consent from such third party to disclose such information for the purposes above.

Disclosure of Personal Data

2. You understand that the personal data provided may be disclosed or transferred to relevant parties where such disclosure or transfer is necessary for the purposes as stated in paragraph 1 above. Such personal data may also be disclosed or transferred to law enforcement agencies as permitted under the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO").

Access to Personal Data

3. You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the PDPO, you have the right to request access to and correction of your personal data held by the Land Registry. The Land Registry may charge a fee to process the said request in accordance with the PDPO. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

FOR OFFICE USE ONLY

Order No. : _____ Processed By : _____ Date : _____

Delivered / Collected By : _____ Delivery / Collection Date : _____