

For Official Use

The below reminder will be displayed by way of pop-up or notes on the screen or other means before an applicant completes this application form:-

“Submission of the application for registration of the matter does NOT mean that registration of the matter has been effected. The registration of the matter shall be effected when the matter is registered by virtue of the making, alteration and / or removal of an entry in the Title Register which refers to the matter.”

Please indicate in Part C(1) or Part G hereof the party lodging this application (“**Applicant**”).

Every box must be completed. If any box is not applicable, please put a dash “-”.

☐ Please ‘✓’ in the appropriate boxes.

PART A

Customer code [Format checking, validation with TRIS data]	Registration fee [Auto-calculation] HK\$
Additional fee for delayed registration (where applicable) [Auto-calculation] HK\$	

Nature of application Transmission

PART B

(1) Property

Title number [Format checking, validation with TRIS data]
Lot number [Auto-filled after entering the “Title number”]
Address / Location (English and Chinese) If the address is available, please specify the street name and building number. Otherwise, please specify the location. [Auto-filled after entering the “Title number”]

Undivided shares

[Auto-filled after entering the "Title number"]

(2) Part of property affected by this application

This application affects

☐ the whole property

☐ portion of the property (please specify the part(s) / share(s) affected¹):

(3) Related registered application(s)

Application number of registered charge to which the transmission relates²

[Format checking, validation with TRIS data]

PART C

(1) Supporting instrument(s)³

Item No.	Date (dd/mm/yyyy)	Nature	With plan		Consideration HK\$	Stamp Office instrument reference	Stamp duty HK\$	Adjudication fee HK\$
			Yes	No				
	[Format checking, data validation]		<input type="checkbox"/>	<input type="checkbox"/>		[Format checking]	[Message prompted for completion of "Adjudication fee" field and Part C(2) if this field is blank]	[Message prompted for completion of Part C(2) if data inputted here]
Parties involved in the supporting instrument								
Name (English)	Alias (English)	Name (Chinese)	Alias (Chinese)	Status	The party is ⁴		Party in favour of	Applicant
[Validation with TRIS data (where applicable)]	[Validation with TRIS data (where applicable)]	[Validation with TRIS data (where applicable)]	[Validation with TRIS data (where applicable)]	[Drop down list for selection]			<input type="checkbox"/>	<input type="checkbox"/>

¹ For portion of the property, please indicate the part(s) and / or share(s) in the property being affected by this application. For example, if the Property stated in Part B(1) hereof refers to the whole building erected on the lot (without allocation of undivided shares), the specific floor / unit of the Property (e.g. 8/F, Carport on G/F, etc.) concerned should be stated; in case only 1/2 share of the Property stated in Part B(1) hereof is being affected by this application, 1/2 share should be stated, etc.

² This box is only applicable if the application relates to the registration of transmission of a registered charge.

³ If there is more than one supporting instrument, please complete the particulars of ALL supporting instruments below.

⁴ If the party is neither the "Party in favour of" nor the "Applicant", please leave the boxes blank.

(2) Charge under Section 13A of the Stamp Duty Ordinance (Cap. 117)

Please indicate whether an application for registration of a charge constituted under section 13A of the Stamp Duty Ordinance (Cap. 117) is to be made.

☐ Yes ☐ No

PART D**Title Certificate(s) returned for cancellation**

Title Certificate(s) of the Property is / are returned for cancellation

☐ Yes (please state the title certificate number(s)): [Format checking, validation with TRIS data]

☐ No (please specify reason(s)):

☐ Not applicable

PART E**Registered Owner(s) / Registered Long Term Lessee(s) to which the transmission relates**

Name (English) [Validation with TRIS data]	Alias (English) [Validation with TRIS data]
Name (Chinese) [Validation with TRIS data]	Alias (Chinese) [Validation with TRIS data]

PART F**Party in favour of**

Name (English) [Auto-filled based on the information provided in Part C(1) (where applicable)]	Alias (English) [Auto-filled based on the information provided in Part C(1) (where applicable)]
Name (Chinese) [Auto-filled based on the information provided in Part C(1) (where applicable)]	Alias (Chinese) [Auto-filled based on the information provided in Part C(1) (where applicable)]
Capacity and shares [Drop down list for selection]	

Identification document and number

Please specify identification document(s) and identification document number(s)⁵ / business registration number(s)⁶ / others (please specify).

[Format checking for HKID number]

PART G**Applicant**

Name (English)

[Auto-filled based on the information provided in Part C(1) (where applicable)]

Name (Chinese)

[Auto-filled based on the information provided in Part C(1) (where applicable)]

Identification document and number

Please specify identification document(s) and identification document number(s)⁷ / business registration number(s)⁸ / others (please specify).

[Format checking for HKID number]

⁵ For passport, please state the place of issuance.

⁶ If business registration number is not available, please state the place of incorporation.

⁷ For passport, please state the place of issuance.

⁸ If business registration number is not available, please state the place of incorporation.

Verification Certificate

Applicant [Auto-filled based on the information provided in Part C(1) or Part G]	
Title number [Auto-filled based on the information provided in Part B(1)]	Lot number [Auto-filled based on the information provided in Part B(1)]
Address / Location (English and Chinese) [Auto-filled based on the information provided in Part B(1)]	

Form A1

I, (name) [Drop down list for selection by e-lodgement registered users], a solicitor of (name of solicitors' firm) [Auto-filled for e-lodgement registered users], hereby certify that –

(a) I have taken reasonable steps to verify –

- (i) the identity of the Applicant; and
- (ii) the matters mentioned in #[paragraphs (b)(i) and (ii)] / [paragraph (b)(i)] below;

(b) to the best of my knowledge and belief,

- (i) the Applicant is a legal person and is entitled #[to be registered as owner of the registered land / registered charge / lessee of the registered long term lease][as _____]¹ / [to apply for registration of transmission]; and
- (ii) #the instrument(s) supporting this application referred to in Part C(1) hereof (where applicable) has / have been duly signed / executed (as the case may be) by the Applicant; and
- (iii) the particulars set forth in this application are true and correct; and

(c) this application –

- (i) has been prepared by me or under my direction; and
- (ii) has been so prepared in accordance with the provisions of the Land Titles Ordinance (Cap. 585) and the subsidiary legislation made thereunder.

I have authority to lodge this application on behalf of the Applicant.

[Name auto-filled when digital signature is added]
.....
(Name and Signature of Solicitor)

[Auto-filled when digital signature is added]
.....
(Date)

Please select as appropriate.

Personal Information Collection Statement

[To be provided later]

¹ Please insert the capacity such as “executor of the will of [name of the deceased], deceased”, “administrator of the estate of [name of the deceased], deceased”.