



# The New Territories Lot/Address Cross Reference Table (12<sup>th</sup> 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), thus 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 11<sup>th</sup> edition, 2,923 amendments have been made and 27 new streets and 1,465 new lots/sections/ subsections have been added.

The 12<sup>th</sup> edition shows the position as at 31 December 2010, 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 2011 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 any errors or omissions are discovered, please report them to the Street Index & CRT Help Desk or the Customer Service Manager.

## **Hardware / Software Requirements**

### **Personal Computer**

- ✧ Intel based PC or Intel compatible PC (Intel Pentium processor minimum)

### **Hardware**

- ✧ Memory of at least 32MB RAM (64MB recommended)
- ✧ At least 60MB free hard disk space to install the Adobe Reader 9.0
- ✧ At least 25MB 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 the English or Chinese version of any of the following:

- (a) Microsoft Windows XP
- (b) Microsoft Windows Vista
- (c) Microsoft Windows 7

## **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 12<sup>th</sup> edition will be available for sale at the Customer Centre on 19/F., Queensway Government Offices, 66 Queensway, Hong Kong and the New Territories Search Offices from 27 June 2011. The price per CD is \$250. The licence fees for a computer network linked with less than 50 terminals and a computer network linked with 50 terminals or more are HK\$2,000 and HK\$4,000 respectively.

Order Forms are available at the Information Counter of the Customer Centre, the New Territories Search Offices, the Land Registry's homepage (<http://www.landreg.gov.hk>), or by fax through the Customer Services Hotline 3105 0000.

## **Free Online Browsing of the CRT**

To further enhance our support to users of our search services, from the 12<sup>th</sup> edition onwards, the CRT will be available for free browsing on the Land Registry's homepage (<http://www.landreg.gov.hk>) or through the hyperlink on the IRIS Online Services (<http://www.iris.gov.hk>) from 27 June 2011.

## **Hotlines for Enquiries**

Please contact the Street Index & CRT Help Desk or the Customer Service Manager at 3105 0000 for enquiries.

# THE LAND REGISTRY

## New Territories Lot/Address Cross Reference Table Compact Disc (12<sup>th</sup> Edition) Order Form

### 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: \_\_\_\_\_

### Part II Details of Order

1. I wish to order \_\_\_\_\_ set(s) of the above New Territories Lot/Address Cross Reference Table Compact Disc (12<sup>th</sup> Edition) ("the CRT") {HK\$250 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)(a) The price shall be subject to change as may from 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) The acceptance of an order shall be subject to the final approval and 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) 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.

### Part III Declaration

1. I have read and understand the "Terms and Conditions" for the purchase and use of the CRT printed overleaf /attached and agree to be bound by such terms and conditions.

2. I have read and understand the "Personal Information Collection Statement" printed overleaf / attached and confirm that the information given above is correct and complete.

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

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

Contact Person : \_\_\_\_\_ Telephone No. : \_\_\_\_\_

Enquiry Hotline : 3105 0000

Please return to : Customer Centre, The Land Registry, 19/F., Queensway Government Offices, 66 Queensway, Hong Kong .  
(In Person)  
Street Index & CRT Help Desk, The Land Registry, 20/F., Queensway Government Offices, 66 Queensway, Hong Kong. (By Mail)

- Please tick "✓".  
\* 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 have access to 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 authorized users of the Purchaser ("the authorized 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 the use by any person other than the Purchaser and the authorized users.
5. The Purchaser shall only install and have access to 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 personally delivered or mailed to the address last known to the Land Registry as provided by the Purchaser.
11. These terms and conditions shall be governed by the laws of Hong Kong.

## PERSONAL INFORMATION COLLECTION STATEMENT

1. Purpose of Collection  
The personal data collected in this form will be used by the Land Registry for the following purposes :-
  - (a) to carry out activities relating to the provision of services by the Land Registry;
  - (b) to facilitate communications; and
  - (c) to produce statistics relating to the Land Registry's services.You understand that the provision of your personal data is voluntary. If you fail to provide information as required in this form, 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.
2. Classes of Transferees  
You understand that the personal data provided in this form may be disclosed or transferred to parties relevant where such disclosure or transfer is necessary for any purposes as stated in paragraph 1 above.
3. Access to Personal Data  
You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO"), you have the right to request access to and correction of your personal data held by the Land Registry. Under PDPO, the Land Registry is entitled to charge a fee to process the said request. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28<sup>th</sup> Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

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## 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 (12<sup>th</sup> 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 for a licence to use and have access to the above New Territories Lot/Address Cross Reference Table Compact Disc (12<sup>th</sup> Edition) ("the CRT") on a computer network linked with \*less than 50 computer terminals / 50 or more computer terminals {HK\$2,000 for less than 50 computer terminals and HK\$4,000 for 50 or more computer terminals [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)(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) The acceptance of an order shall be subject to the final approval and 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) Do **not** enclose cash if the Order Form is sent by post.
  - (iv) For payment by personal cheque, the licence 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 purchased the CRT from the Land Registry.
2. I have read and understand the "Terms and Conditions" for the grant of the licence printed overleaf / attached and agree to be bound by such terms and conditions.
3. I have read and understand the "Personal Information Collection Statement" printed overleaf / attached and confirm that the information given above is correct and complete.

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

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

Contact Person : \_\_\_\_\_ Telephone No. : \_\_\_\_\_

Enquiry Hotline : 3105 0000

Please return to : Customer Centre, The Land Registry, 19/F., Queensway Government Offices, 66 Queensway, Hong Kong .  
(In Person)  
Street Index & CRT Help Desk, The Land Registry, 20/F., Queensway Government Offices, 66 Queensway, Hong Kong. (By Mail)

Please tick "✓".

\* 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 non-transferable licence to use and have access to the CRT 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 appearing in the said 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 with the number of computer terminals from which access to the CRT is permitted in the Licence ("the 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 in the computer network does not exceed the number of computer terminals from which access to the CRT is permitted in 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 and the users authorized or permitted by the Purchaser ("the authorized 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 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 and the authorized 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 authorized 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 personally delivered or mailed to the address last known to the Land Registry as provided by the Purchaser.
14. These terms and conditions shall be governed by the laws of Hong Kong.

### Personal Information Collection Statement

#### 1. Purpose of Collection

The personal data collected in this form will be used by the Land Registry for the following purposes :-

- (a) to carry out activities relating to the provision of services by the Land Registry;
- (b) to facilitate communications; and
- (c) to produce statistics relating to the Land Registry's services.

You understand that the provision of your personal data is voluntary. If you fail to provide information as required in this form, 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.

#### 2. Classes of Transferees

You understand that the personal data provided in this form may be disclosed or transferred to parties relevant where such disclosure or transfer is necessary for any purposes as stated in paragraph 1 above.

#### 3. Access to Personal Data

You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO"), you have the right to request access to and correction of your personal data held by the Land Registry. Under PDPO, the Land Registry is entitled to charge a fee to process the said request. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28<sup>th</sup> Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

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Order No. : \_\_\_\_\_ Processed By : \_\_\_\_\_ Date : \_\_\_\_\_  
Delivered / Collected By : \_\_\_\_\_ Delivery / Collection Date : \_\_\_\_\_