

BUILDING MANAGEMENT ORDINANCE

(Section 12(3) & Section 28(6A))

NOTICE OF CHANGE OF PARTICULARS / NOTICE OF POLICY OF INSURANCE

The Incorporated Owners of _____

(Name of Corporation)

NOTICE is hereby given that with effect from the _____ day of _____, particulars of the above-named Corporation have been changed as follows / a policy of insurance

*Here insert particulars of any change in:

under section 28(1) was effected on the _____ day of _____ as follows:

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- (a) Name of the corporation
- (b) Name and address of the building
- (c) Address of the registered office of the corporation
- (d) Name and address of the chairman, vice-chairman, secretary, treasurer and any other person who is a member of the management committee
- (e) Name and address of the insurance company and the period covered by the policy of insurance

I have read the 'Personal Information Collection Statement' and fully understand it.

Dated this _____ day of _____ 20 _____ .

.....
Secretary of the Management Committee

To the Land Registrar,
Hong Kong.

Note: Notice must be given to the Land Registrar within 28 days of the date of any change in the registered particulars or within 28 days after the corporation has effected a policy of insurance.