

截止登記日期：2010年2月19日  
Closing date of registration: 19 February 2010



## 土地註冊處開放日參觀活動登記表格 The Land Registry Open Day Guided Tour Registration Form

請填妥以下登記表格，並以電郵〔csa@landreg.gov.hk〕、傳真〔2523 0065〕、郵寄或親身交回土地註冊處金鐘辦事處或任何新界查冊中心〔地址見背頁〕。

Please return the completed Registration Form via email (csa@landreg.gov.hk), by fax (2523 0065), by mail or in person to the Land Registry's office at Admiralty or any New Territories Search Office (see overleaf for addresses).

1. 本人欲參觀下列土地註冊處的辦事處

I wish to join the following guided tour(s) of offices of the Land Registry

<b>客戶服務中心</b> <b>Customer Centre</b>	香港金鐘道66號金鐘道政府合署19樓 Queensway Government Offices, 19/F., 66 Queensway, Hong Kong								
可供選擇的日期 Available dates (2:30 p.m. - 3:30 p.m.)	Mar 2010								Apr 2010
	8 (Mon)	9 (Tue)	10 (Wed)	18 (Thu)	19 (Fri)	22 (Mon)	23 (Tue)	24 (Wed)	1 (Thu)
編號 Code	CC1	CC2	CC3	CC4	CC5	CC6	CC7	CC8	CC9
第一選擇〔請填寫編號〕 First choice (Please state the code) _____					第二選擇〔請填寫編號〕 Second choice (Please state the code) _____				

<b>中央影像處理中心</b> <b>Central Imaging Centre</b> 及 and <b>土地註冊處檔案室</b> <b>The Land Registry Archive</b>	沙田鄉事會路138號新城市中央廣場2座15樓 Grand Central Plaza, 15/F, Tower 2, 138 Shatin Rural Committee Road, Shatin 沙田上禾輦路1號沙田政府合署9樓 Sha Tin Government Offices, 9/F, 1 Sheung Wo Che Road, Shatin								
可供選擇的日期 Available dates (2:30 p.m. - 4:00 p.m.)	Mar 2010								
	11 (Thu)	12 (Fri)	15 (Mon)	16 (Tue)	17 (Wed)	25 (Thu)	26 (Fri)	29 (Mon)	
編號 Code	ST1	ST2	ST3	ST4	ST5	ST6	ST7	ST8	
第一選擇〔請填寫編號〕 First choice (Please state the code) _____					第二選擇〔請填寫編號〕 Second choice (Please state the code) _____				

2. 土地註冊處人員稍後會就上述參觀活動的安排致電、發信或電郵給你。  
Land Registry staff will contact you by telephone, letter or e-mail on the tour arrangement.

3. 姓名  
Name : \_\_\_\_\_ \*先生(Mr.) / 女士(Ms./Mrs.)  
(\*請刪去不適用部份 Please delete where inappropriate)

4. 聯絡電話號碼  
Contact Telephone No. : \_\_\_\_\_

5. 通訊地址  
Correspondence Address : \_\_\_\_\_

6. 電郵地址  
E-mail Address : \_\_\_\_\_

收集登記表格的土地註冊處辦事處：

**Land Registry's offices for collecting Registration Forms:**

土地註冊處 客戶服務中心詢問處 香港金鐘道 66 號 金鐘道政府合署 19 樓	<b>The Land Registry</b> <b>Information Counter, Customer Centre</b> Queensway Government Offices 19/F, 66 Queensway, Hong Kong
大埔查冊中心 大埔鄉事會街 8 號 大埔綜合大樓 4 樓	<b>Tai Po Search Office</b> Tai Po Complex 4/F., 8 Heung Sze Wui Street, Tai Po
荃灣查冊中心 荃灣青山公路 174 至 208 號 荃灣多層停車場大廈 11 樓	<b>Tsuen Wan Search Office</b> Tsuen Wan Multi-storey Carpark Building 11/F., 174-208 Castle Peak Road, Tsuen Wan
元朗查冊中心 元朗橋樂坊 2 號 元朗政府合署暨大橋街市 7 樓	<b>Yuen Long Search Office</b> Yuen Long Government Offices and Tai Kiu Market, 7/F., 2 Kiu Lok Square, Yuen Long

關於你個人資料的說明

- 這份表格載列的個人資料會作下列用途：
  - ◆ 讓本處辦理有關參觀土地註冊處的申請
  - ◆ 方便本處與你聯絡
- 你須自行決定是否提供表格所要求的個人資料。假如你未能提供足夠資料，本處可能無法處理你的申請。
- 根據《個人資料(私隱)條例》第 18 及 22 條及附表 1 第 6 條的規定，你有權索閱及更正你的個人資料。你的索閱權包括索取本表格所提供的個人資料副本一份。根據該條例的規定，本處有權就處理任何查閱資料的要求收取合理費用。
- 有關透過本表格收集個人資料的查詢，包括索閱及更正資料，請送交香港金鐘道 66 號金鐘道政府合署 28 樓本處個人資料(私隱)主任。

**NOTES ABOUT YOUR PERSONAL DATA**

- The personal data provided in this form will be used by the Land Registry for the following purposes:
  - ◆ to carry out activities relating to application for enrolment of guided tour(s) to the Land Registry
  - ◆ to facilitate communications between you and the Land Registry
- The provision of personal data by means of this form is voluntary. If you do not provide sufficient information, the Land Registry may not be able to process your application.
- You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (“the Ordinance”). Your right of access includes the right to obtain a copy of your personal data provided by this form. In accordance with the provisions of the Ordinance, the Land Registry has the right to charge a reasonable fee for the processing of any data access request.
- Enquires concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to the Personal Data (Privacy) Officer of the Land Registry at 28/F, Queensway Government Offices, 66 Queensway, Hong Kong.