

Recommended Workstation Requirement of e-Memorial Form

Operating System	Windows 7 or above
RAM	2GB or above
Software	<p>Adobe Reader (Traditional Chinese) DC or above and the <u>corresponding</u> Adobe Reader Font Pack.</p> <p>Adobe Reader and the Font Pack are available for free downloading at the following respective locations:</p> <p>Adobe Reader for Windows http://get.adobe.com/tw/reader/</p> <p>Adobe Reader DC Font Pack https://helpx.adobe.com/hk_en/acrobat/kb/windows-font-packs-32-bit-reader.html</p> <p>The e-Memorial Form program has to be added to the trusted list of Adobe Reader before you can use the e-Memorial Form the first time. Please refer to the <u>Appendix</u> below for a step-by-step procedure.</p>
Additional Software for e-Memorial Form (Data Import)	<p>Microsoft Office 2010 or above to facilitate transfer of data between Excel files and Adobe Reader.</p> <p>Please also refer to the Frequently Asked Questions (FAQs) of e-Memorial Form on the Land Registry's website for the points-to-note for preparing the source Excel file.</p>
Accessory	Laser printer with at least 600 x 600 dpi resolution
Others	Internet connection and the "Transport Layer Security" (TLS 1.2) are required for using the auto-fill function of the enhanced e-Memorial Form / e-Memorial Form (Data Import).

Procedure for Adding e-Memorial Form to Trusted List of Adobe Reader

Before you can use the enhanced e-Memorial Form and/or the e-Memorial Form (Data Import) [collectively referred to as “e-Memorial Form”] the first time, you are required to add the e-Memorial Form to the trusted list of Adobe Reader by following the steps below:

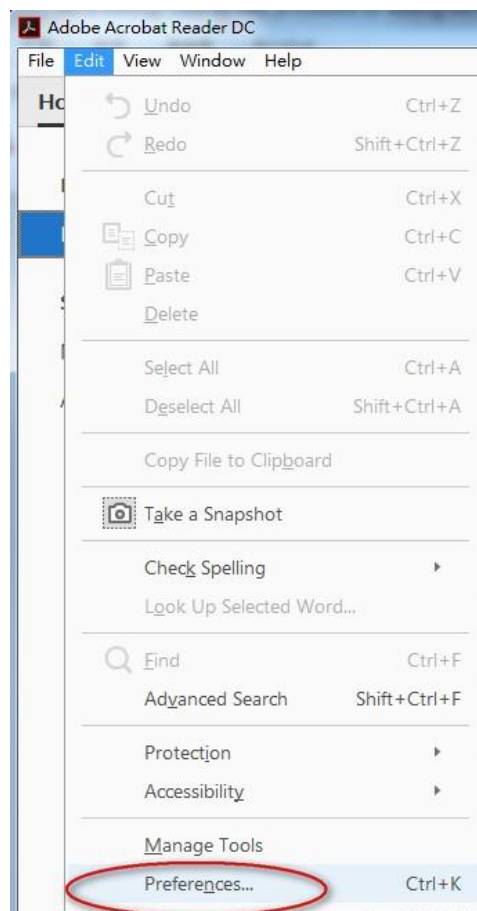
Step 1 :

Before use, save the e-Memorial Form under any name at any location in your workstation. For easy retrieval, it is recommended that you save all the e-Memorial Form files in a single folder/sub-folder of a particular drive (e.g., save the file named “e-Memorial Form LR152A.pdf” in a folder named “Registration” in Drive C: of your workstation).

Step 2 :

Open the e-Memorial Form and select “Edit” > “Preferences” from the menu bar (**Screen 1**).

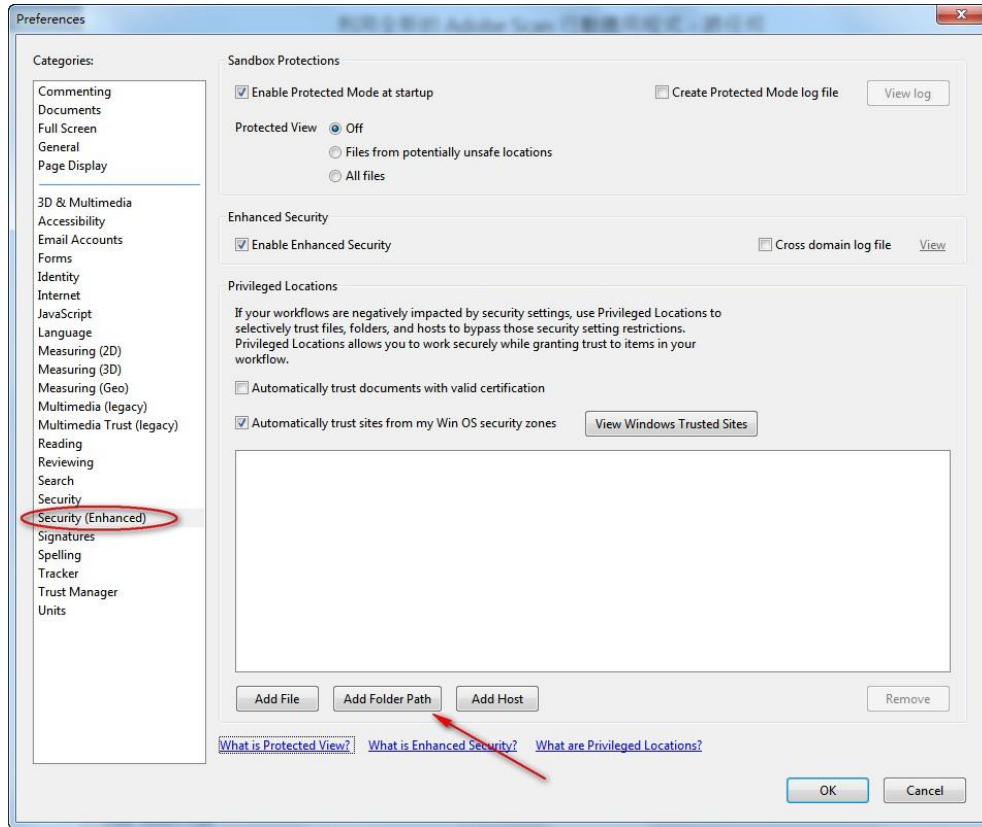
Screen 1



Step 3 :

Select “Security (Enhanced)” from “Categories” on the left, then select the "Add Folder Path" option (**Screen 2**).

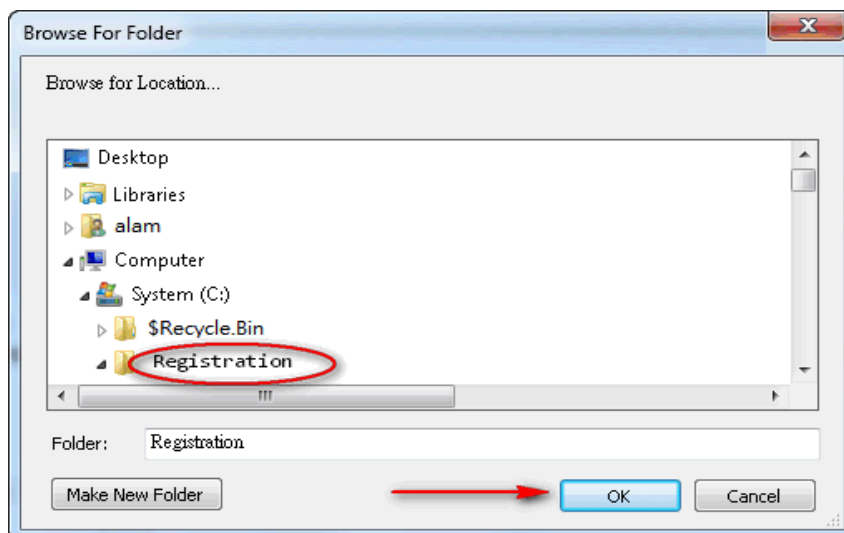
Screen 2



Step 4 :

Select the drive and folder [including all sub-folder(s)] containing the e-Memorial Form from the location shown on the dialogue box (**Screen 3**) and click “Confirm”.

Screen 3



The drive and folder [including sub-folder(s)] containing the e-Memorial Form (e.g., “C:\Registration\”) would be automatically added to the trusted list (privileged locations) of Adobe Reader (**Screen 4**). Click “OK” to go back to the e-Memorial Form input screen.

Screen 4

