



THE LAND REGISTRY

APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT

Part A **Subscriber's Particulars**

Subscriber's Name (English) : _____

[Note (i)] (Chinese) : _____

*HKID Card No./Company Registration No./ _____

Other identification document (please specify) No. [Note (ii) & (xvi)] : _____

Type and document number of additional identity proof : _____
(please specify) [Note (iii) & (iv)]

Postal Correspondence Address : _____

Contact Telephone No. : _____ Fax No. (optional) : _____

Contact Person (*Mr/Ms) : _____
(optional)

Part B **Service Details** (Please put an "X" in the appropriate box.)

1. Type of Subscriber

- New Applicant
- Current Subscriber (Account No. : _____ - _____ - EAL)

2. Type of Subscription

- New Application / New Order [Note (iii)]
- Service Renewal [Note (iv)]
(Current Order No. : EAL _____) (Verification Code [Note (v)] : _____)

3. Subscription Period & Subscription Fee

(a) For New Application / New Order (fee per land register)

- One-off Subscription (HK\$580) [Note (vi)]
- 24 months (HK\$250)

(b) For Service Renewal (fee per land register)

- 24 months (HK\$160)

4. Subscription Service Starting Date : From _____ / _____ / _____ (DD/MM/YYYY)

5. See Additional Order Sheet No(s). [Note (vii)] : _____ to _____ attached

6. Language for email [Note (ix)] : English Chinese

7. To consolidate Property Alert notifications [Note (x)] : Yes No

8. **GRAND TOTAL of Subscription Fees Payable : HK\$** _____

9. Payment Method [Note (xi) to (xiii)]

- Cash
- *Cheque/Bank Draft (No. _____)
- EPS
- MasterCard
- VISA

* Delete whichever is inappropriate.

Part C Application Delivery Method ^[Note (iii) & (iv)] (Please put an "X" in the appropriate box.)

- By Post/Courier Service
 In Person

Part D Subscription Details ^[Note (vii)]

1. Address of the property ^[Note (viii)] [Please provide the address details of the property concerned in the following as appropriate.]
(Please use Additional Order Sheet if necessary)

(For Building Unit/Shop/Carpark)

Block No.: _____ Floor No.: _____ Flat/Shop/Carpark No.: _____
House / Building / Street No.: _____
Street Name: _____
Development/Building Name: _____

(For Village / Small House)

Floor No.: _____
House / Building / Street No.: _____
Street Name: _____
Development/Building Name: _____
Lot Type: _____ Lot Number: _____

(For Lot)

Lot Type: _____ Lot Number: _____

2. Property Reference Number(s) (PRN(s))^[Note (viii) & (xiv)] (if known) of the land register(s) being selected:
(Please use Additional Order Sheet if necessary)

3. **Property Alert Email Address**
(Email address for receiving Property Alert notifications and correspondence from the Land Registry)^[Note (xv)]

Part E Declaration

1. (For individual owner) I, _____ (name of the individual owner), confirm that I am the current owner as shown on the land register(s) maintained by the Land Registry in respect of the property(ies) as specified in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s).
2. (For corporate owner) We confirm that _____ (name of the corporate owner) is the current owner as shown on the land register(s) maintained by the Land Registry in respect of the property(ies) as specified in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s).
3. (For new application / new order)
I/We enclose a copy of the Hong Kong Identity Card / Certificate of Incorporation / identification document and (where applicable) an additional identity proof stated in Part A above. ^[Note (xvi)]

4. *(For application submitted by the Subscriber's authorized representative)*
 I/We hereby authorize _____ (name of the authorized representative)
 to submit this application form for me/us. The completed authorization form duly signed by me/us is attached to this
 application form. ^[Note (iii)]
5. I/We have read and understand the **“Terms and Conditions for Subscription to the Property Alert” (LR/EAL/1 (T&C) of 01/2020 Edition)** and agree to be bound by it.
6. I/We have read and understand the **“Personal Information Collection Statement” (LR/EAL/1 (PICS) of 01/2019 Edition)** and agree to be bound by it.
7. I/We understand that for testing of the validity of the given email address(es) and as a privacy protection measure, upon approval of my/our application by the Land Registry, a verification email will be sent to the Property Alert Email Address(es) given in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s). If I/we do not receive the verification email(s) within 3 calendar days from the date of the payment receipt issued for this application, I/we should immediately notify the Land Registry in writing by email, by fax or by post quoting the relevant address(es) of the property(ies) or PRN(s) or the Subscriber's account number for a double-check.
8. By providing the email address(es) in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s), I/we acknowledge and consent to that the notice, information or data to be delivered by the Land Registry under the Property Alert may be disclosed to the email account holder(s) of such email address(es) and that the Land Registry may act on the assumption that they are for my/our own use.
9. I/We confirm that all information provided by me/us in this application form and (where applicable) the attached Additional Order Sheet(s) is true and correct.
10. I/We hereby apply for subscription to the Property Alert in respect of the land register(s) of the property(ies) specified in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s) ^[Note (viii)]. I/We understand that if my/our application is unsuccessful, the subscription fee(s) paid as specified in Part B above will be refunded to me/us without interest.

(For individual owner)

Subscriber's Signature : _____
 Full Name of Subscriber : _____ Date of Application : _____
(in block letters)

(For corporate owner)

Signature(s) of Subscriber's Director(s) and Company Chop : _____
 Full Name(s) of the Director(s) : _____ Date of Application : _____
(in block letters)

Source of knowing the Property Alert (optional):

- | | | |
|---|---|--|
| <input type="checkbox"/> Land Registry Website | <input type="checkbox"/> Solicitors' Firm | <input type="checkbox"/> Land Registry Information / Service Counter Staff |
| <input type="checkbox"/> Publicity Materials/Channels
(i.e. Poster, Leaflet, TV & Radio) | <input type="checkbox"/> Friend / Relative | <input type="checkbox"/> Land Registry Customer Service Hotline |
| <input type="checkbox"/> Press Release | <input type="checkbox"/> Others (please specify): _____ | |

Notes:

- (i) The Subscriber must be the current owner of the property(ies) as specified in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s) as shown on the land register maintained by the Land Registry. If there is any discrepancy in the name between the proof of identity and the land register concerned, additional supporting document is required to be produced to our satisfaction.
- (ii) If the identification document number provided is different from that contained in the registered instrument under which the Subscriber acquired the property concerned, additional supporting document is required to be produced to our satisfaction.

- (iii) **(For new application/new order)** You can submit the application **by post/courier service** or in person .
For application by post/courier service, please submit your application together with copy of your identification document and an additional document for identity proof to our Customer Centre on 19/F Queensway Government Offices or any of our New Territories Search Offices. Examples of the additional document for identity proof may include travel documents issued by the HKSAR Government, foreign passports or travel documents issued by foreign competent authorities, Business Registration Certificate (*for corporate owner*); utilities bill, Demand for Rates and/or Government Rent, tax return and bank statement, etc. As for other types of identity proofs, they shall be considered on a case-by-case basis. **For application sent in by post, please ensure that sufficient postage is paid to avoid unsuccessful delivery of application. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.**
For application in person, please visit our Customer Centre on 19/F, Queensway Government Offices or any of our New Territories Search Offices and produce your identification document for verification to our satisfaction. If the application is submitted by a representative, your representative is required to produce his/her identification document for our verification together with an authorization form marked Annex II (for individual owner)/Annex III (for corporate owner) duly signed by you. Your representative is also required to make a statutory declaration marked Annex IV (for authorization by an individual owner)/Annex V (for authorization by a corporate owner) to support your application.
- (iv) **(For service renewal)** Application for renewal of subscription must be made in the same form used for new application (Form LR/EAL/1 (AF) of 01/2020 Edition) and delivered to the Land Registry not less than 7 calendar days before the expiry of the current subscription period.
- (a) Your application can either be submitted by post/courier service together with copy of your identification document and an additional document for identity proof or in person according to the same procedure applicable to a new application/new order as stated in Note (iii) above.
- (b) If you have a Verification Code mentioned in Note (v) below and a correct and valid Verification Code is provided in this application form, your application can be sent in by post/courier service or through personal delivery by your representative, in which case the requirement of production of identification document, additional identity proof, authorization form and statutory declaration as stated in Note (iii) above is dispensed with. For application sent in by post, please ensure that sufficient postage is paid to avoid unsuccessful delivery of application. Any underpaid mails will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payments for underpaid mails.
- (c) If an incorrect or invalid Verification Code is given in this application form, it will be rejected and you will be notified to submit a fresh application. Request for checking accuracy or correction of a wrong code number given in this application form will not be entertained.
- (d) With effect from 14 June 2019, the subscribers will no longer be given the option to receive a reminder of Property Alert notifications through an additional email address provided by the subscriber to the Land Registry. For subscribers who had applied for such reminder service before 14 June 2019, such service will continue to be provided for the remainder of the current subscription period but such reminder will be issued only at the sole discretion of the Land Registry without any legal obligation to do so. For the avoidance of doubt, such reminder service will not be provided after renewal of the current subscription.
- (v) Since the launch of the e-Alert Service in July 2015, the subscriber had been given an option to apply for a unique Verification Code relating to his Subscriber's Account to enable him to make application by post or courier service for service renewal or change of particulars. With effect from 28 January 2019, the subscribers will no longer be given the option to apply for a Verification Code and no new Verification Code will be issued. If you are a current subscriber and a Verification Code has been assigned to you, you may continue to use the Verification code in making application for service renewal or change of particulars and you shall take all possible measures to prevent abuse or leakage of the Verification Code, and shall bear the risk of all adverse consequences due to any abuse or leakage.
- (vi) The One-off Subscription is valid as long as there is no change of property ownership and service renewal is not required.
- (vii) If you wish to make subscription in respect of land register(s) for more than one property, you should complete and sign Additional Order Sheet(s) marked Annex I for additional land register(s) and attach it/them to this application form.
- (viii) Property Alert is a notification service provided by the Land Registry to a subscriber in respect of the land register maintained by the Land Registry of a particular land property. The Subscriber must be the current owner of that property as shown on the land register and is required to provide the Land Registry with the address of that property or the PRN of the land register in relation to that property in Part D of this application form and (where applicable) Part C

of the attached Additional Order Sheet(s). If the address of the property provided does not match with any address of property shown on the land registers maintained by the Land Registry, additional information or supporting document will be required to be produced for clarification to our satisfaction. Upon approval of your application, the Property Alert will be provided in respect of the land register of the property selected by you with its address (as shown in the related register) and the PRN of that register specified in the Customer Payment Receipt issued to you.

- (ix) Upon approval of your application by the Land Registry, the option you have chosen (e.g. language for email) will be applied to all orders under your subscriber's account. Any request for changes during the subscription period should be made by submitting an application for change of particulars (Form LR/EAL/2 of 05/2019 Edition) to the Land Registry.
- (x) If you have selected more than one land register and designated the same email address for receiving Property Alert notifications and correspondence from the Land Registry, you have an option to consolidate all Property Alert notifications and correspondence of the same type issued on the same day relating to these land registers in one email notification.
- (xi) For application delivered by post/courier service, you may make payment by crossed cheque or bank draft. Do NOT send cash by post/courier service.
- (xii) For payment by crossed cheque or bank draft, it should be made payable to "The Government of the Hong Kong SAR" or "The Land Registry".
- (xiii) For payment by personal cheque, the service may only be provided after the cheque is cleared and the subscription fee is actually received in full by the Land Registry, which normally takes about 3 working days.
- (xiv) The PRN is available from the land register. It will also be displayed after inputting the address/lot information in the electronic directory installed at the Information Counter of our Customer Centre, or the "Search Land Register" screen of the self-service terminals installed at our Customer Centre and the New Territories Search Offices, or the "Search Land Register" screen of the IRIS Online Services at www.iris.gov.hk.
- (xv) You are required to provide only one Property Alert Email Address in Part D of this application form and (where applicable) Part C of the attached Additional Order Sheet(s) for each land register being selected. If there is more than one selected land register, the several Property Alert Email Addresses provided by you for those land registers may be same or different.
- (xvi) Provision of a copy of proof of identity and (where applicable) an additional identity proof is/are required for every new application or new order. Such copy(ies) will be destroyed after expiry of the subscription period.

Enquiry Hotline : 3105 0000

FOR OFFICE USE ONLY

Approved By : (Name) _____ (Post) _____ Approval Date : _____

Account No. : _____ - _____ - EAL

Account Name : _____

Submission Method : *By Post/Courier Service/In Person by Subscriber/Subscriber's Representative (CC/TPSO/TWSO/YLSO)

Order No. : EAL _____ (*New Application / New Order / Service Renewal)

Subscription Period : From _____ To _____ (_____ Months) or
From _____ (One-off Subscription)

Order No. : EAL _____ (*New Application / New Order / Service Renewal)

Subscription Period : From _____ To _____ (_____ Months) or
From _____ (One-off Subscription)

Order No. : EAL _____ (*New Application / New Order / Service Renewal)

Subscription Period : From _____ To _____ (_____ Months) or
From _____ (One-off Subscription)

* Delete whichever is inappropriate.



THE LAND REGISTRY

**APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT
(Additional Order Sheet)**

(To be attached to and form part of the application form)

Additional Sheet No. _____

Part A Subscriber's Particulars

Subscriber's Name (English) : _____
(Chinese) : _____

Part B Service Details *(Please put an "X" in the appropriate box.)*

1. Type of Subscription

- New Application / New Order
 Service Renewal (Current Order No. : EAL _____)

2. Subscription Period & Subscription Fee

(a) For New Application / New Order (fee per land register)

- One-off Subscription (HK\$580)^[Note (vi)] 24 months (HK\$250)

(b) For Service Renewal (fee per land register)

- 24 months (HK\$160)

3. Subscription Service Starting Date : From _____ / _____ / _____ (DD/MM/YYYY)

Part C Subscription Details

1. Address of the property

[Please provide the address details of the property concerned in the following as appropriate.]

(For Building Unit/Shop/Carpark)

Block No.: _____ Floor No.: _____ Flat/Shop/Carpark No.: _____

House / Building / Street No.: _____

Street Name: _____

Development/Building Name: _____

(For Village / Small House)

Floor No.: _____

House / Building / Street No.: _____

Street Name: _____

Development/Building Name: _____

Lot Type: _____ Lot Number: _____

(For Lot)

Lot Type: _____ Lot Number: _____

2. Property Reference Number(s) (**PRN(s)**)
(if known) of the land register(s) being selected :

3. **Property Alert Email Address**
(Email address for receiving Property Alert notifications and correspondence from the Land Registry) :

(For individual owner)

Subscriber's Signature :

Full Name of Subscriber (in block letters) : _____ Date of Application : _____

(For corporate owner)

Signature(s) of Subscriber's Director(s) and Company Chop :

Full Name(s) of the Director(s) (in block letters) : _____ Date of Application : _____

(Please fill in Additional Order Sheet(s) for additional land register(s) you wish to subscribe under this application.)

APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT

Authorization

(by an individual owner)

I, _____ (name of the individual owner), holder of *HKIC No. /
Identification Document (*please specify*) No. _____, hereby authorize

(name of the authorized person), holder of *HKIC No. /

Identification Document (*please specify*) No. _____,
on my behalf to submit to the Land Registry my application for subscription to the Property Alert in
respect of the land register(s) of the property(ies) specified in Part D of the application form and (where
applicable) Part C of the attached Additional Order Sheet(s).

Signature of the individual owner

Dated the _____ day of _____

** Delete whichever is inappropriate.*

APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT

Authorization

(by a corporate owner)

We, _____ (name of the corporate owner), hereby
authorize _____ (name of the authorized person), holder
of *HKIC No. / Identification Document (*please specify*) No. _____ ,
on our behalf to submit to the Land Registry our application for subscription to the Property Alert in
respect of the land register(s) of the property(ies) specified in Part D of the application form and (where
applicable) Part C of the attached Additional Order Sheet(s).

Chop and Signature(s) of the Director(s)
of the corporate owner

Name(s) of the Director(s)
of the corporate owner (*in block letters*)

Dated the _____ day of _____

* *Delete whichever is inappropriate.*

APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT

Statutory Declaration

(by a person authorized by an individual owner)

I, _____ (name of the declarant) of _____
_____ (address),

solemnly and sincerely declare that I have been authorized by _____
(name of the individual owner), holder of *HKIC No. / Identification Document (*please specify*) No.
_____, in writing on his/her behalf to submit to the
Land Registry his/her application for subscription to the Property Alert in respect of the land register(s)
of the property(ies) specified in Part D of the application form and (where applicable) Part C of the
attached Additional Order Sheet(s).

I hereby confirm that both the application for subscription to the Property Alert and the
authorization form were signed by _____ (name of the individual owner).

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the
Oaths and Declarations Ordinance (Cap.11).

Signature of the declarant

Declared at the Land Registry in Hong Kong
on this _____ day of _____

Before me,

(_____)

Commissioner for Oaths

* *Delete whichever is inappropriate.*

APPLICATION FOR SUBSCRIPTION TO THE PROPERTY ALERT

Statutory Declaration

(by a person authorized by a corporate owner)

I, _____ (name of the declarant) of _____
_____ (address),

solemnly and sincerely declare that I have been authorized by _____
(name of the corporate owner) in writing on its behalf to submit to the Land Registry its application for
subscription to the Property Alert in respect of the land register(s) of the property(ies) specified in Part
D of the application form and (where applicable) Part C of the attached Additional Order Sheet(s).

I hereby confirm that both the application for subscription to the Property Alert and the
authorization form were signed by _____
(name of the corporate owner).

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the
Oaths and Declarations Ordinance (Cap.11).

Signature of the declarant

Declared at the Land Registry in Hong Kong
on this _____ day of _____

Before me,

(_____)
Commissioner for Oaths

**Terms and Conditions
for Subscription to the Property Alert**

1. Upon approval of the application made by the Subscriber in the application form, there shall constitute an agreement between the Land Registry and the Subscriber (hereinafter called **“this agreement”**) that the Land Registry shall supply to the Subscriber the service as defined in Clause 3 (hereinafter called **“Property Alert”**) for such periods and at such subscription fees as specified in the application form subject to the terms and conditions herein contained. This agreement comprises the following documents, namely, the application form signed by the Subscriber (including its attachment), this Terms and Conditions, and the Personal Information Collection Statement referred to in the Subscriber’s application form. The personal data provided by the Subscriber will be governed by the policy stated in the Personal Information Collection Statement.

2. In this Terms and Conditions, unless the context otherwise requires,
 - 2.1 **“land register”**, in relation to any particular land property, refers to the portion of the record of a register computer kept by the Land Registrar for the purpose of regulation 14 of the Land Registration Regulations (Cap.128A) (**“LRR”**) for that land property;

 - 2.2 **“Property Reference Number”** (**“PRN”**) of a land register in relation to any particular land property has the same meaning as stated in regulation 2 of the LRR;

 - 2.3 **“days”** refers to calendar days;

 - 2.4 **“application form”** refers to the application form for subscription to the Property Alert;

 - 2.5 Reference to any email address (including Property Alert Email Address), correspondence address or fax number shall be a reference to the last known email address, correspondence address and fax number on the records of the Land Registry; and

 - 2.6 Words and expressions importing masculine gender shall be interpreted as including neuter or feminine gender and vice versa; and words and expressions in the singular shall include the plural and vice versa.

3. The **“Property Alert”** means a notification service provided by the Land Registry to a Subscriber in respect of the land register of a particular land property for a certain subscription period. The service is to facilitate the Subscriber to monitor if any instrument affecting his property has been lodged for registration. To subscribe to the service in respect of the land register of a particular property (**“Selected Register”**), the Subscriber must be the current owner of that property as shown on the land register maintained by the Land Registry. To identify that particular property and the Selected Register, the Subscriber is required to provide the Land Registry with the address of that property or PRN of the land register of that property. Upon approval of the Subscriber’s application, Property Alert will be provided in respect of the Selected Register and the PRN thereof and the address of the property shown therein will be specified in the Customer Payment Receipt issued to the Subscriber. During the subscription period, when an instrument in respect of that property is delivered to the Land Registry or is being processed by the Land Registry for registration against the Selected Register under the Land Registration Ordinance (Cap.128), the Land Registry will send a notification to the Subscriber by email (**“Property Alert notification”**) providing the Subscriber with certain basic particulars of that instrument at one or more of the following different stages, where applicable, in the course of such registration process:

3.1 The instrument appearing in the “Deeds Pending Registration” section of the land register, namely, the information of the instrument is entered on the Selected Register as required under regulation 10(d)(i) of the LRR.

3.2 Removal of the instrument from the “Deeds Pending Registration” section of the land register, namely, the information of the instrument that has previously been entered as required under regulation 10(d)(i) of the LRR is removed from the Selected Register for whatever reason.

3.3 Completion of registration and imaging of the instrument, namely, the instrument is registered under regulation 14 and becomes available for search under the provision of regulation 21(1)(a)(ii) of the LRR.

After the completion of registration of the instrument, no further Property Alert notification will be issued in relation to that registered instrument.

4. Upon application for subscription to the Property Alert, the Subscriber shall pay the Land Registry a subscription fee for each Selected Register for the whole subscription

period in full in advance. Such fee varies according to the type of subscription and the duration of the subscription period. Details of the types of subscription, subscription periods and subscription fees are specified in the application form and they are subject to changes from time to time without prior notice. All subscription fees paid are not refundable unless otherwise provided in this agreement.

5. If the subscription fee is paid by personal cheque, the Property Alert may only be provided to the Subscriber after the cheque is cleared and the subscription fee is actually received in full by the Land Registry. Although such time may be later than the “subscription service starting date” as specified in the application form, no partial refund or pro rata deduction of the subscription fee will be provided by the Land Registry.
6. Fees for Renewal of Subscription and Additional Order:
 - 6.1 For a current Property Alert Subscriber, if an application for renewal of subscription for a Selected Register for another subscription period is duly made and delivered to the Land Registry before the deadline for renewal, namely, not less than 7 days before the expiry of the current subscription period (“**renewal deadline**”), the subscription fee will be charged at the rate for service renewal.
 - 6.2 After the renewal deadline for a Selected Register or after the termination of the Property Alert for a Selected Register for whatever reason, if the Subscriber is desirous of subscribing to the Property Alert for that same land register again, he is required to submit a fresh application and the subscription fee will be charged at the same rate as a new application.
 - 6.3 Subsequent addition of any order under the same Subscriber’s account will be regarded as a new application and the subscription fee will be charged at the same rate as a new application.
7. The Subscriber shall be solely responsible for the acquisition of his own computer equipment, software, skills or other technical support in order to have access to the notice, information or data provided by the Land Registry under the Property Alert.
8. The Subscriber must provide a valid email address for receiving Property Alert notifications and other correspondence issued by the Land Registry under the Property Alert (“**Property Alert Email Address**”). The notice, information or data provided by the Land Registry under the Property Alert will be sent to the

Subscriber's Property Alert Email Address by electronic means.

9. The Subscriber warrants that all email addresses provided by him to the Land Registry from time to time in the application form or any other form prescribed by the Land Registry are valid and that the Subscriber has full right or authority to use them. The Subscriber acknowledges and consents to that the Land Registry may act on the assumption that such email addresses (including the Property Alert Email Address) are for the Subscriber's own use and for the purpose of receiving the notice, information or data to be sent by the Land Registry in connection with this agreement. The Subscriber shall keep the Land Registry no harm and fully indemnified for any claim against the Land Registry resulting from his breach of this warranty.
10. The Subscriber acknowledges and consents to that the notice, information or data to be sent by the Land Registry under the Property Alert may be disclosed to the email account holder(s) of any email address(es) provided by the Subscriber on records. If the Land Registry is obliged to send any Property Alert notification or correspondence to the Subscriber under this agreement, the Land Registry's obligation will be discharged by sending it to the Property Alert Email Address. With effect from 14 June 2019, subscribers will no longer be given the option to receive a reminder of Property Alert notifications through an additional email address provided by the subscriber to the Land Registry. For subscribers who had applied for such reminder service before 14 June 2019, such service will continue to be provided for the remainder of the current subscription period but such reminder will be issued only at the sole discretion of the Land Registry without any legal obligation to do so. For the avoidance of doubt, such reminder service will not be provided after renewal of the current subscription.
11. The Land Registry does not warrant the reliability of the online network through which information, notices, notifications or messages are transmitted to and from the Land Registry. In providing the Property Alert, the Land Registry is only responsible for sending out the Property Alert notifications from the electronic system of the Land Registry to the Property Alert Email Address and there is no warranty that the notifications must reach the Property Alert Email Address or the Subscriber.
12. The Use of Verification Code by the Subscriber:
 - 12.1 Upon approval of the Subscriber's first application for the Property Alert by the Land Registry, an account ("**Subscriber's Account**") will be opened and maintained by the Land Registry for the Subscriber.

- 12.2 For Subscriber's Accounts opened between July 2015 to 25 January, 2019 in respect of the e-Alert Service (renamed "Property Alert" with effect from 28 January 2019) the Subscriber has an option to apply for a unique verification code relating to his Subscriber's Account ("**Verification Code**") to enable him to make application by post or courier service in respect of an application for service renewal, application for change of particulars or such other types of application announced by the Land Registry from time to time. But if an incorrect or invalid Verification Code is given in such an application, it will be rejected and the Subscriber will be notified to submit a fresh application. Request for checking accuracy or correction of a wrong code number given in an application submitted to the Land Registry will not be entertained.
- 12.3 The Subscriber shall take all possible measures to prevent abuse or leakage of the Verification Code assigned to him, and shall bear the risk of all adverse consequences due to any abuse or leakage. The Subscriber shall report any abuse or leakage of the Verification Code to the Land Registry as soon as he comes to knowledge of it or has reasonable suspicion of it. The report shall be made in writing by email, by fax or by post quoting the address of the property, the PRN or the Subscriber's Account number. The Land Registry may act on the Verification Code until there is a report of abuse or leakage which has led to the blockage of its further use.
- 12.4 With effect from 28 January, 2019, subscribers will no longer be given the option to apply for a Verification Code, no new Verification Code will be issued and request for replacement of a lost Verification Code will not be entertained. However, for subscriber currently holding a Verification Code, Clause 12.2 to 12.3 shall continue to apply.
13. Upon the Land Registry's approval of the Subscriber's application for the Property Alert in respect of a Selected Register or for renewal of subscription service, a verification email will be sent to the Property Alert Email Address provided by the Subscriber in the application form. If the Subscriber does not receive the verification email within 3 days from the date of the Customer Payment Receipt issued for the Property Alert in respect of that Selected Register, he should immediately notify the Land Registry in writing by email, by fax or by post quoting the address of the property, the PRN or the Subscriber's Account number for a double-check .

14. Termination of Service upon Change of Ownership:

The Property Alert for a Selected Register may be terminated by the Land Registry as soon as:-

14.1 the Subscriber ceases to be the current owner as shown on the records mentioned in regulation 21(1)(ea)(ii) of the LRR in respect of the Selected Register; or

14.2 the Selected Register has been closed by the Land Registry and no instrument will normally be registered against that closed Selected Register.

A termination notice will be sent by the Land Registry to the Subscriber's Property Alert Email Address by electronic means to inform the Subscriber of the termination of the service. There will be no refund of any part of the subscription fee for a termination of the service pursuant to this clause.

15. Termination of Service by the Subscriber:

15.1 The Subscriber shall notify the Land Registry in the prescribed form to terminate the Property Alert for a Selected Register as soon as he ceases to be the current owner as shown on the records mentioned in regulation 21(1)(ea)(ii) of the LRR in respect of the Selected Register.

15.2 The Subscriber may also terminate the Property Alert for a Selected Register at any time by delivering an application in the prescribed form to the Land Registry not less than 7 days before the intended date of termination. If the specified intended date of termination of service falls on a holiday/non-working day or amid successive holidays/non-working days of the Land Registry, the Land Registry shall have a sole discretion to effect the requested termination of service within 2 working days *after* the specified intended date of termination of service or the period of successive holidays/non-working days.

There will be no refund of any part of the subscription fee for a termination of the service pursuant to this clause.

16. Termination of Service by Notice from the Land Registry or for Breach by the Subscriber:

The Land Registry may terminate the Property Alert in respect of a Selected Register in any one of the following manners:-

16.1 By Unilateral Notice from the Land Registry: Without assigning any reason, by giving not less than such number of days' prior notice to the Subscriber's Property Alert Email Address as set out below:

(i) For agreement with 24 months' subscription: Not less than 18 days.

(ii) For agreement with one-off subscription: Not less than 21 days.

For termination by notice from the Land Registry under this sub-clause, a refund of the subscription fee on a pro-rata daily basis for the unexpired period will be made to the Subscriber without any interest within a reasonable time after termination of the service.

16.2 For Breach by the Subscriber: If there is a breach of any term or condition of this agreement on the part of the Subscriber, to terminate the Property Alert forthwith by giving a notice in writing stating the nature of breach ("**Notice of Breach**") and such notice will be effective upon being sent to the Subscriber's Property Alert Email Address or on such later date as otherwise stated in the notice. In any action based on the Notice of Breach, the Land Registry may rely on any breach of agreement actually committed by the Subscriber despite that such breach has not been stated or accurately stated in the Notice of Breach. There will be no refund of any part of the subscription fee for a termination of the service pursuant to this sub-clause.

17. Any termination of service by the Land Registry or the Subscriber pursuant to Clauses 14, 15 or 16 above shall be without prejudice to any rights or claims which have accrued or may have accrued to the Land Registry against the Subscriber by reason of any antecedent or other breach of any term or condition on the part of the Subscriber.

18. Any notice, information or data provided by the Land Registry under the Property Alert shall not be used by any person other than the Subscriber, nor shall it be used for any purpose other than the Subscriber's own private use. The Subscriber shall not lend, lease, license, transfer or re-sell any notice, information or data provided by the Land Registry under the Property Alert in its original form or in any other form, whether for valuable consideration or not. The Subscriber shall not copy, reproduce or transmit such notice, information or data or any part thereof in any form or by any

means for use by any other person if such use is not forming part of the Subscriber's own private use.

19. The Subscriber shall not use any notice, information or data provided by the Land Registry under the Property Alert for any activity which is unlawful or objectionable as determined by the Land Registry absolutely. In particular, they shall not be used for any activity in violation of any provision of the Personal Data (Privacy) Ordinance (Cap.486) or the Copyright Ordinance (Cap.528).
20. The Land Registry shall not be responsible for the accuracy, completeness or consistency of the notice, information or data provided under the Property Alert, nor shall the Land Registry be obliged to make any subsequent amendments to or rectification of such notice, information or data after they have been sent to the Subscriber.
21. To the extent permissible under the law, the Land Registry shall not be liable to the Subscriber or any other person for any loss or damages arising directly or indirectly from the use of the Property Alert or from any error, deficiency or fraud therein or in connection therewith or from any failure or delay in the supply of the Property Alert, whether such loss or damages is caused by any act, omission or mistake on the part of the Land Registry or by any other cause whatsoever including negligence.
22. The Land Registry has an absolute discretion in choosing the mode of delivery considered by it to be reliable and of reasonable despatch, and there is no warranty that the Property Alert will be delivered in time or be suitable for any specific purpose of the Subscriber.
23. Change in Particulars or Details of the Subscriber's Account:
 - 23.1 The Subscriber shall notify the Land Registry of any change of his account particulars, service details or subscription details on records by submitting an application for change of particulars (Form LR/EAL/2) according to the procedure stated in it. Unless otherwise specified in this agreement, the completed application form for change of particulars shall be delivered to the Land Registry not less than 7 days before the intended date of change specified in the form. The Land Registry is not obliged to act on the Subscriber's request for changes before the expiry of 7 days after actual receipt of the application for change of particulars. Subject to Clause 15.2 above, if the intended date of change falls on a holiday/non-working day or amid successive

holidays/non-working days of the Land Registry, the Land Registry shall have a sole discretion to effect the requested changes within 2 working days *either before or after* the intended date of change or the period of successive holidays/non-working days.

- 23.2 Upon the Land Registry's approval of the Subscriber's request for change of the Property Alert Email Address on records and updating of the information in the computer system, a verification email will be sent to both the Subscriber's new Property Alert Email Address and the previous one being replaced. If the Subscriber does not receive the verification emails latest by the time of 3 days after the intended date of change, he should immediately notify the Land Registry in writing by email, by fax or by post quoting the address of the property, the PRN or the Subscriber's Account number for a double-check.
24. Without prejudice to other mode of correspondence or communication permitted under this agreement, any written notice required to be given by the Land Registry to the Subscriber may also be sent by post to the postal correspondence address or by fax to the fax number of the Subscriber.
25. Rights of the Land Registry to vary contract term, class of data to be provided, etc.:
- 25.1 The Land Registry reserves the right to amend from time to time any particular format, layout and/or transmission media of the notice, information and data provided under the Property Alert and to add, delete and/or vary the types of information provided under the Property Alert by giving the Subscriber not less than 14 days' prior notice in writing to the Subscriber's Property Alert Email Address.
- 25.2 The Land Registry reserves the right to amend from time to time the terms and conditions contained in this agreement by giving the Subscriber not less than 7 days' prior notice in writing to the Subscriber's postal correspondence address or Property Alert Email Address. The Subscriber who does not raise his objection before the effective date of such change or continues to use the Property Alert after the effective date of such change shall be deemed to have accepted such change by conduct and so be bound by it.
26. The Subscriber's rights under this agreement shall be personal to the Subscriber. Those rights and any subscription fee paid to the Land Registry cannot be assigned or transferred by the Subscriber to any third party.

27. This agreement shall be governed by and construed according to the laws of Hong Kong. Any disputes between the parties arising out of this agreement shall be submitted to the adjudication by the court or tribunal of competent jurisdiction in Hong Kong.

PERSONAL INFORMATION COLLECTION STATEMENT

(for Subscription to the Property Alert)

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 a third party) 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 of the 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 to 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 the 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 28th Floor, Queensway Government Offices, 66 Queensway, Hong Kong.