

**IRIS ONLINE SERVICES**  
**APPLICATION FOR UNLOCKING LOGIN ID (for Normal Login)**

(NOTE: SUBSCRIBER CAN UNLOCK A LOCKED LOGIN ID BY USING THE ONLINE 'FORGET PASSWORD' FUNCTION)

To: Land Registrar  
(Attn: Search Services Help Desk, Fax No. : 2523 0907)

Account No. : \_\_\_\_\_

Account Name : \_\_\_\_\_

Please arrange for unlocking the following LOGIN ID(s):-

1. \_\_\_\_\_ 2. \_\_\_\_\_

I have read and understand the 'Personal Information Collection Statement' printed overleaf / attached.

Subscriber's Authorised : \_\_\_\_\_  
Signature and Chop

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

Title of Signatory : \_\_\_\_\_

Date : \_\_\_\_\_

Contact Person : \_\_\_\_\_

Contact Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

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**FOR OFFICE USE ONLY**

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To:

(Attn.: \_\_\_\_\_)

Your LOGIN ID(s) has/have been unlocked. Please use the Initial Password(s) assigned to the above subscriber account in our letter dated \_\_\_\_\_ for login.

2. Please login the IRIS ONLINE SERVICES **within 14 days** and then change to a new password(s). The new password(s) will be effective from the next login.

\* Denotes mandatory fields.

( \_\_\_\_\_ )  
Search Services Help Desk  
The Land Registry

## **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. Disclosure of Personal Data

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 purpose 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 28<sup>th</sup> Floor, Queensway Government Offices, 66 Queensway, Hong Kong.