

IRIS Online Services
Unlocking Login ID Request Form (for Normal Login)

(Note: Subscriber can unlock a locked Login ID by using the online “Forget password” function)

To: The Land Registry (Search Services Help Desk)
(Fax No.: 2523 0907)

Part I (To be completed by the subscriber)

Account No. : _____

Account Name : _____

Please unlock the following Login ID(s):

1. _____ 2. _____

I/We have read and understand the “Personal Information Collection Statement” contained in this form, and agree to be bound by it.

Signature and Chop
(for organisation
subscriber only) : _____

Full Name of Signatory : _____

Title of Signatory : _____

Date : _____

Name of Contact Person : _____

Contact Telephone No. : _____

Fax No. : _____

Part II (To be completed by the Land Registry)

To:

Date:

(Attn.: _____)

The above Login ID(s) has/have been unlocked. Please use the initial password(s) stated in our letter issued on _____ relating to the above subscriber account to login the IRIS Online Services **within 14 days** from the date of this reply. Otherwise, the relevant Login ID(s) will be locked again.

(_____)
Search Services Help Desk

PERSONAL INFORMATION COLLECTION STATEMENT

Purpose of Collection

1. The personal data collected will be used by the Land Registry for the following purposes:

- 1.1 to carry out activities and the Land Registry's functions relating to the provision of services by the Land Registry;
- 1.2 to facilitate communications; and
- 1.3 to produce statistics relating to the Land Registry's services.

You understand that the provision of personal data is obligatory. If you fail to provide information as required, 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.

Disclosure of Personal Data

2. You understand that the personal data provided may be disclosed or transferred to relevant parties where such disclosure or transfer is necessary for the purposes as stated in paragraph 1 above. Such personal data may also be disclosed or transferred to law enforcement agencies as permitted under the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO").

Access to Personal Data

3. You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the PDPO, you have the right to request access to and correction of your personal data held by the Land Registry. The Land Registry may charge a fee to process the said request in accordance with the PDPO. 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.