

Building Management Ordinance (Cap. 344) (Section 7(3)(c))

RESOLUTION ^{1,2}

(Name of Building)

At a meeting of the owners of the above-named building convened under and in accordance with *Section 3(1)()/3A(1)/4(1)/40C of the above Ordinance and held at

(place of meeting) on _____ at _____ (date and time of meeting), at which the owners of _____ shares were present or represented by proxy, it was resolved by the owners or their proxies of _____ shares in the said building that a Management Committee be appointed.

It was also resolved by the owners at the above meeting:

- “(1) That the Management Committee consisting of _____ persons be appointed;
- (2) That the following owners be appointed as members of the Management Committee: (Please attach separate sheet to fill in additional management committee members)

<u>Names of Management Committee members</u> [@]		
	<u>English</u>	<u>Chinese</u>
1		
2		
3		
4		
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8		
9		

- (3) That office bearers of the Management Committee are Committee be appointed as follows :

The Chairman/Vice Chairman (if appointed) must be one of the persons appointed as a member of the Management Committee

Para. 2(1)(c)(i) of Sch. 2

_____ be appointed as Chairman;

Para. 2(1)(d) of Sch. 2

_____ be appointed as Vice-Chairman;

The Secretary/Treasurer may but need not be one of the person appointed as a member of the Management Committee

Para. 2(1)(c)(ii) of Sch. 2

_____ be appointed as Secretary;

Para. 2(1)(c)(iii) of Sch. 2

_____ be appointed as Treasurer.”

This should be certified as correct by the Chairman or Secretary of the Management Committee or by the Chairman of the Meeting at which the resolution was passed. Please also affix the common seal/company chop if certified by Chairman or Secretary which is a body corporate.

Certified Correct

(Chairman/Secretary* of the Management Committee)

Dated the _____ day of _____

Note: 1. This certified copy of Resolution should accompany the application made to the Land Registrar for registration of the owners as a corporation.
 2. You can submit the resolution by post, in person or online. Our different search offices provide owners’ corporation services for respective districts. The information of our offices are provided in the attached loose-leaf on “Information of the Land Registry’s Offices”. For resolution sent in by post, please ensure that sufficient postage is paid to avoid unsuccessful delivery. Any underpaid mail will be handled by the Hongkong Post and the Land Registry will not settle the relevant surcharge payment.