

Corporation No. : \_\_\_\_\_

**BUILDING MANAGEMENT ORDINANCE (Cap. 344) (“the Ordinance”)**  
**STATEMENT OF CHANGE OF PARTICULARS**  
**UNDER PARAGRAPH 4(5) of SCHEDULE 2<sup>1</sup>**

**The Incorporated Owners of** \_\_\_\_\_  
(Name of Corporation)

<sup>#</sup> Please insert names as appearing in the Hong Kong Identity Card or other identity document.

<sup>✧</sup> Please enter ‘N.A.’ if no Chinese name.

I, (<sup>#</sup>English name) \_\_\_\_\_ (<sup>#✧</sup>Chinese name) \_\_\_\_\_ ,

of (address)<sup>2</sup> \_\_\_\_\_ ,

confirm that:

<sup>\*</sup> To delete if not applicable.

<sup>†</sup> To insert the place where the person making the statement is convicted of an offence.

(1) I ceased to be <sup>\*</sup>a member of the management committee of the above Corporation / <sup>\*</sup>the authorized representative of \_\_\_\_\_ (name of corporate member) appointed under the Ordinance.

<sup>\*</sup> (Only applicable if the member of the Management Committee of the Corporation is a body corporate (e.g. a limited company))

(2) For the purposes of paragraph 4(5) of Schedule 2 to the Ordinance, there has been a change in the particulars as follows:

<sup>\*</sup>(i) a bankruptcy order was made against me on \_\_\_\_\_ (day/month/year) ;

<sup>\*</sup>(ii) I have on \_\_\_\_\_ (day/month/year) entered into a voluntary arrangement within the meaning of the Bankruptcy Ordinance (Cap. 6) with my creditors, without paying the creditors in full;

<sup>\*</sup>(iii) I have on \_\_\_\_\_ (day/month/year) been convicted of an offence in

<sup>†</sup> \_\_\_\_\_ for which I have been sentenced to imprisonment, whether suspended or not, for a term exceeding 3 months without the option of a fine.

(3) I have read the ‘Personal Information Collection Statement’ and fully understand it.

I understand if I know, or reasonably ought to know, any information contained herein to be false in a material particular, I shall be guilty of an offence under section 36 of the Ordinance.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Signature of the above-named person: \_\_\_\_\_

Signature of Witness<sup>o</sup>:

<sup>o</sup> A witness may be any person aged 18 or above or another member of the MC.

\_\_\_\_\_  
<sup>#</sup>Name: (Please fill in block letters)

**Note:**

1. You can submit the statement 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 statement 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.
2. The address may be a residential address or other valid correspondence address.