



Application for “Trade Down Permit” Under the Flat for Flat Pilot Scheme for Elderly Owners

FFSS Secondary Market Support Unit
G/F Dragon Centre
23 Wun Sha Street
Tai Hang Hong Kong
Tel : 8102 0889

Please fill in (if any)
Certificate of Availability for Sale No : ZSC

For Office Use Only
Application No.

Part I Eligibility Criteria

- (1) Flats under the Flat-for-Sale Scheme Secondary Market Scheme (“SMS”) in this application form refer to flats sold under the Flat-for-Sale Scheme (“FFSS”) / Subsidised Sale Flats Project (“SSFP”) which are assignable subject to the regulations of SMS.
- (2) This application form is applicable for the following FFSS flat owner(s) who has/have joined the Flat for Flat Pilot Scheme for Elderly Owners (“FFPS”):
 - (i) All applicant(s) and listed family member(s) must be aged 60 or above;
 - (ii) Applicant(s) must be the owner and all the joint owner(s) (if any) of a flat in the designated subsidised sale developments of Hong Kong Housing Society (“HS”) (“Original Flat”);
 - (iii) One of the applicants must have owned or co-owned with joint owner(s) the title of the Original Flat for 10 years or above (from the date of signing the Deed of Assignment in respect of the Original Flat) on the date of submitting the application form, if the applicant(s) acquired the ownership in the capacity as the beneficiary(ies) of the estate of the deceased owner, the title of the Original Flat must have reached 10 years or above from the date of the Deed of Assent by virtue of which the beneficiary(ies) of the estate of the deceased owner acquired the Original Flat;
 - (iv) The Original Flat is still subject to the restrictions on alienation of the Government Land Grant and the Modification Letter(s) (flat with premium unpaid);
 - (v) Eligible applicant(s) who is/are holding a valid “Certificate of Availability for Sale” (“CAS”) under SMS can also apply. The applicant(s) is/are required to provide the Certificate No. of the CAS for HS’s reference;
 - (vi) **Except for the Original Flat, neither the applicant(s) nor any listed family members has, during the period from 24 months prior to the date of submitting the application of Trade Down Permit (“TDP”) and up to the date of signing the Provisional Agreement for Sale and Purchase (“PASP”) of the new flat:**
 - (a) owned or co-owned any domestic properties in Hong Kong or any interest in such kind of properties; or
 - (b) entered into any agreements (including PASP) to purchase any domestic properties in Hong Kong; or
 - (c) owned more than 50% of the shares in a company which directly or through a subsidiary company owned any domestic properties in Hong Kong; or

- (d) been a beneficiary of any domestic properties (including land) in Hong Kong; or
- (e) assigned any domestic properties in Hong Kong or any interest in such properties in Hong Kong (the date of assignment means the date of execution of the Deed of Assignment); or
- (f) withdrawn from any company which owned any domestic properties in Hong Kong in which the applicant(s)/ listed family member(s) owned more than 50% of the shares.

Domestic properties include any domestic properties, uncompleted domestic properties, rooftop structures approved by the Buildings Authority, domestic building lots and small house grants approved by the Lands Department in Hong Kong.

Part II Notes of Application

- (1) Please read carefully the Application Guide for FFPS TDP (“Application Guide”) before completing this application form. The Application Guide can be downloaded from HS website (<https://www.hkhs.com/en/application/flat-for-flat-pilot-scheme-for-elderly-owners>).
- (2) All parts of this application form must be completed.
- (3) The information provided in this application form will be used for processing the application for TDP.

Part III Particulars of All the Applicant(s) and Listed Family Member(s)

		Applicant (1)	Applicant (2)	Family Member	Family Member	Family Member
Name in Chinese (if any)						
Name in English	Surname					
	Given Name					
Sex (Please “✓”)		<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F
Date of Birth	dd/mm/yyyy	/ /	/ /	/ /	/ /	/ /
Relationship with Applicant		Applicant	Joint Owner			
Marital Status (Please “✓”)		<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed
Hong Kong Identity Card (“HKIC”) No.		()	()	()	()	()
Contact Tel. No. of Applicant		Home :		Mobile :		Office :

- Notes :**
- (1) All English and Chinese names must be the same as those appearing on the HKIC.
 - (2) All information required in this application form must be provided. Otherwise, HS may reject the application and the application fee paid will not be refunded.
 - (3) The name of any persons should appear in one application form only. Each application form is for the purchase of one new flat under the SMS or Home Ownership Scheme (“HOS”) Secondary Market Scheme of the Hong Kong Housing Authority (“HA”) only after compliance with the relevant conditions in future. HS and/or HA will check out for any double applications or purchases. If any double applications or purchases are found, all the applications and transactions concerned will be null and void.

Part IV Property Address and Correspondence Address in Hong Kong

Property Address : _____
 (must be completed)

Correspondence Address
 in Hong Kong : _____
 (must be completed if different from the property address)

Part V Application Fee and Identity Document

This application form together with the following cheque / cashier's order payable to the "HONG KONG HOUSING SOCIETY" for the sum of HK\$270 (cash, gift cheque, post-dated cheque, bank draft or E-cheque will not be accepted) and the **HKIC copies of all the applicant(s) and family member(s) listed in Part III of this application form should be posted or submitted to HS. The application fee is non-refundable or non-transferrable under any circumstances.**

(Bank : _____ Branch _____ Cheque /
 of Bank : _____ Cashier's Order No.: _____)
 (Please write down the name of the applicant on the back of the cheque / cashier's order.)

(To avoid postal misdelivery, please complete all parts of the following in BLOCK letters. Please immediately notify the HS in writing if there are any changes after submission.)

Name of Applicant _____ Correspondence Address in Hong Kong _____ _____ _____	The Hong Kong Housing Society has received your application and the application fee of _____ on _____ . Your application number is: _____ 「 」 This is an Official Receipt (Please quote your application number in all future correspondence with Hong Kong Housing Society.)
Name of Applicant _____ Correspondence Address in Hong Kong _____ _____ _____	<p style="text-align: center;"><u>Flat for Flat Pilot Scheme for Elderly Owners</u></p> Name of Applicant _____ Correspondence Address in Hong Kong _____ _____ _____

Part VI Declaration by the Applicant(s)

I/We hereby declare that:

1. I/We confirm that I/we have carefully perused and understood the contents of Part I of this application form and the Application Guide before submission of the application.
2. I/We confirm that all the particulars given in this application form are true and correct in all respects. I/We have not withheld any information required in this application form, nor have I/we provided any misleading information.
3. I/We confirm that all family member(s) listed in Part III of this application form are currently residing with me/us in the Property Address provided on Part IV of this application form.
4. I/We understand that the application fee paid is neither refundable nor transferable under any circumstances.
5. **I/We understand that I/we will have to arrange the accommodation by myself/ourselves at my/our own costs during the transitional period (i.e. from the completion of the sale of the Original Flat up to the completion of the assignment for sale and purchase of the new flat with smaller saleable area in the HS's SMS or HA's HOS Secondary Market).**
6. I/We understand that **the TDP and "Certificate of Eligibility to Purchase" ("CEP") issued by HS, and "Certificate of Eligibility to Purchase (White Form Status)" issued by HA are non-transferrable or non-inheritable and applicable to the holder(s) only.** In the event of any holder(s) of the said TDP/CEP/ Certificate of Eligibility to Purchase (White Form Status) passing away before the execution of any PASP for purchase of new flat under FFPS, the said TDP/CEP/ Certificate of Eligibility to Purchase (White Form Status) shall be null and void.
7. I/We understand that the HS reserves the right to reject any application.
8. I/We understand that any application which is found to contain false or inaccurate or misleading information shall be cancelled, that any approval given on the basis of the false or inaccurate or misleading information shall be null and void, and that all monies thus paid shall be forfeited. I/We accept that the decision of HS shall be final as to whether any such statement or application is false or inaccurate or misleading.
9. I/We understand that the new flat purchased as a result of this application shall be for co-occupation by all persons listed in Part III of this application form.
10. I/We understand that the personal information contained in this application form will be used by HS for the application for the TDP under the FFPS related purposes only.
11. I/We confirm that all the particulars in this application form are given voluntarily. I/We agree to provide all relevant evidence and information to the HS for the purpose of vetting the eligibility of me/us and all the family members listed in this application form. The HS may not be able to process the application, if insufficient information is provided and in any cases, the application fee paid would not be refunded.
12. I/We hereby consent that for the purpose of vetting the eligibility of me/us and all family members listed in Part III of this application form to join the FFPS, officers of the HS, HA and Housing Department ("HD") may (a) compare and match the personal data provided in this application form of me/us and all the family member(s) listed in Part III of this application form with the relevant personal data collected for any other purposes (by manual means or otherwise) so as to ascertain if these data are false or inaccurate or misleading and take appropriate action against the person concerned basing on these data and (b) obtain the personal data of me/us and all the family member(s) listed in Part III of this application form collected for any other purposes (by manual means or otherwise). I/We hereby authorize the HS, HA and HD to approach other

government departments or any public/private organizations for verification and matching of data and/or for vetting the eligibility of me/us and all family member(s) listed in Part III of this application form to join the FFPS, and I/we expressly agree that the government departments (including but not limited to the Land Registry (“LR”), Immigration Department and Inland Revenue Department) or public/private organizations may allow the HS, HA and HD access to the personal data of me/us and all the family member(s) listed in Part III of this application form in their possession for the purpose of comparing and matching them with the data provided in this application form and/or for the purpose of vetting the eligibility of me/us and all family member(s) listed in Part III of this application form to join the FFPS. The information provided may also be used by HS for conducting statistical surveys and researches. I/We also agree that HS may pass this application form and the personal data on the TDP to be issued in respect of the applications to the data processing service contractor of HS for data processing in connection with the applications, and that the information provided will be passed to HS FFPS Hotline for answering the enquiries.

13. I/We understand that the HS and its authorized officers, while collecting the personal data required for the verification of such contained in this application form, may for the purpose of processing the application for TDP under the FFPS or its direct related usage, transfer the personal data on the application form to other divisions / offices of HS, other service providers, relevant government departments (including but not limited to the Housing Bureau, HD, Lands Department and Rating & Valuation Department), public / private organizations and any other third party in possession of the personal data of mine/ours and all the family member(s) listed in Part III of this application form. The personal data on this application form / TDP may for such reason be disclosed to the said government departments, public / private organizations and any other relevant third party(ies).
14. I/We hereby further agree and authorize HS to disclose my/our information, data or record to the LR and check with LR all the properties owned by me/us in Hong Kong during the period from 24 months prior to the date of submitting this application of TDP and up to the date of signing the PASP of the new flat.
15. I/We understand that pursuant to the Personal Data (Privacy) Ordinance (Cap.486), the applicant(s) and all family member(s) listed in Part III of this application form are entitled to request access to and/or correction of his/her personal particulars contained in the application form. Any such requests should be made in writing and directed by post or fax (Fax no. : 2811 8700) to the Hong Kong Housing Society, G/F., Dragon Centre, 23 Wun Sha Street, Tai Hang, Hong Kong. A fee may be charged for such requests.

	<u>Name</u>	<u>HKIC No.</u>	<u>Signature</u>	<u>Date (dd / mm / yyyy)</u>
Applicant (1)	_____	()	_____	/ /
Applicant (2)	_____	()	_____	/ /

Part VII Declaration by Other Listed Family Members

(All family members listed in Part III are required to sign the declaration below)

1. I/We confirm that I/we have carefully perused and understood the contents of Part I of this application form and the Application Guide before submission of the application.
2. I/We confirm that all the particulars given in this application form are true and correct in all respects. I/We have not withheld any information required in this application form, nor have I/we provided any misleading information.

3. I/We understand that the personal information contained in this application form will be used by HS for the application for the TDP under the FFPS related purposes only.
4. **I/We understand that I/we will have to arrange the accommodation by myself/ourselves at my/our own costs during the transitional period (i.e. from the completion of the sale of the Original Flat up to the completion of the assignment for sale and purchase of the new flat with smaller saleable area in the HS's SMS or HA's HOS Secondary Market).**
5. **I/We understand that the TDP and CEP issued by HS, and the "Certificate of Eligibility to Purchase (White Form Status)" issued by HA are non-transferrable or non-inheritable and applicable to the holder(s) only.** In the event of any holder(s) of the said TDP/CEP/Certificate of Eligibility to Purchase (White Form Status) passing away before the execution of any PASP for purchase of new flat under FFPS, the said TDP/CEP/Certificate of Eligibility to Purchase (White Form Status) shall be null and void.
6. I/We understand that any application which is found to contain false or inaccurate or misleading information shall be cancelled, that any approval given on the basis of the false or inaccurate or misleading information shall be null and void, and that all monies thus paid shall be forfeited. I/We accept that the decision of HS shall be final as to whether any such statement or application is false or inaccurate or misleading.
7. **I/We understand that the new flat purchased as a result of this application shall be for co-occupation by all persons listed in Part III of this application form.**
8. I/We confirm that all the particulars in this application form are given voluntarily. I/We agree to provide all other relevant evidence and information to the HS for the purpose of vetting the eligibility of the applicant(s) and me/us. The HS may not be able to process the application if insufficient information is provided and in any case, the application fee paid would not be refunded.
9. I/We hereby consent that for the purpose of vetting the eligibility of the applicant(s) and me/us to join the FFPS, officers of HS, HA or HD may (a) compare and match my/our personal data provided in this application form with the relevant personal data collected for any other purposes (by manual means or otherwise) so as to ascertain if these data are false or inaccurate or misleading and take appropriate action against the person concerned basing on these data and (b) obtain my/our personal data collected for any other purposes (by manual means or otherwise). I/We hereby authorize the HS, HA and HD to approach other government departments or public/private organizations for verification and matching of data and/or for vetting the eligibility of the applicant(s) and me/us to join the FFPS, and I/we expressly agree that the government departments (including but not limited to the LR, Immigration Department, and Inland Revenue Department) or public/private organizations may allow HS, HA and HD access to my/our personal data in their possession for the purpose of comparing and matching them with the data provided in this application form and/or for the purpose of vetting the eligibility of the applicant(s) and me/us to join the FFPS. The information provided may also be used by HS for conducting statistical surveys and researches. I/We also agree that HS may pass this application form and the personal data on the TDP to be issued in respect of the applications to the data processing service contractor of HS for data processing in connection with the applications, and that the information provided will be passed to HS FFPS Hotline for answering the enquiries.
10. I/We understand that the HS and its authorized officers, while collecting the personal data required for the verification of such contained in this application form, may for the purpose of processing the application for TDP under FFPS or its directly related usage, transfer the personal data on the application form to other divisions / offices of HS, other service providers, relevant government departments (including but not limited to the Housing Bureau, HD, Lands Department and Rating & Valuation Department), public / private organizations and any other third party(ies) in possession of the personal data of mine/ours. The personal data on this application form / TDP may for such reason be disclosed to the said government departments, public / private organizations and any other relevant third party(ies).

11. I/We hereby further agree and authorize HS to disclose my/our information, data or record to the LR and check with LR all the properties owned by me/us in Hong Kong during the period from 24 months prior to the date of submitting this application of TDP and up to the date of signing the PASP of the new flat.
12. I/We understand that pursuant to the Personal Data (Privacy) Ordinance (Cap. 486), the applicant(s) and I/we are entitled to request access to and/or correction of our personal particulars contained in the application form. Any such requests should be made in writing and directed by post or fax (Fax no. : 2811 8700) to the Hong Kong Housing Society, G/F., Dragon Centre, 23 Wun Sha Street, Tai Hang, Hong Kong. A fee may be charged for such requests.

	<u>Name</u>	<u>HKIC No.</u>	<u>Signature</u>	<u>Date (dd / mm / yyyy)</u>
Family Member	_____	() _____	_____	____ / ____ / ____
Family Member	_____	() _____	_____	____ / ____ / ____
Family Member	_____	() _____	_____	____ / ____ / ____

(FOR OFFICE USE ONLY)
Certification by Planning & Development Section

The declaration section in Part VI of this application has been clearly explained to the applicant by me on _____.

I have checked the particulars in Part III and confirmed that they are in conformity with our office records.

This application is endorsed for issuance of Trade Down Permit.

Signature: _____ Signature: _____ Signature: _____
 (_____) (_____) (_____)
 Senior Officer (P&D) Senior Officer (P&D) Manager (P&D)
 Date : ____ / ____ / ____ Date : ____ / ____ / ____ Date : ____ / ____ / ____

Remarks : _____

 Company Chop