

## **Addition of Family Members for Normal Domestic Flats**

1. Tenant can apply to add the following 5 types of persons on the tenancy:

Type 1: Tenant's spouse;

Type 2: Tenant's child / grandchild under the age of 18 whose parents or one of the parents are / is listed on Tenancy Agreement (TA);

Type 3: Dependent parents or parents-in-law (aged 60 or above) of Tenant ;

Type 4: Spouse and child under the age of 18 of one of the Tenant's married child whose name is listed on TA;

Type 5: One adult child of Tenant and his / her spouse and child under the age of 18 provided that there is no other Tenant's child or grandchild etc. on TA

2. Eligibility Criteria

(i) The person to be added shall be a Hong Kong (HK) resident and residing permanently in HK;

(ii) The person to be added is not currently listed in any kind of subsidized housing;

(iii) Pass Domestic Property Test (DPT);

Type 1: The spouse shall not have any domestic property ownership in HK <sup>Note 1</sup> at the moment of name inclusion;

Type 3: The elderly parents shall not have any domestic property ownership in HK from 24 months prior to the addition application up to the date of name inclusion;

Type 4: Tenant's married child and his / her spouse shall not have any domestic property ownership in HK at the moment of name inclusion;

Type 5: Tenant's child and his / her spouse (if applicable) shall not have any domestic property ownership in HK from 24 months prior to the addition application up to the date of name inclusion

(iv) Pass Comprehensive Means Test (CMT)

For name addition under Type 3 or Type 5, the household income and total net household assets (including the household members listed on the TA and the person to be added) must not exceed the maximum limits as set for the Hong Kong Housing Society (HS)'s prevailing application Waiting List Income and Asset Limits of the rental estates;

3. For name addition of grandchild under Type 2, Tenant can only choose the offspring of one of the children whose name is listed on TA.

4. For name addition of Type 1, grandchild under Type 2 or name addition under Type 4, the household members aged 18 or above listed on TA have to declare in writing not to request for addition of their spouse or children and they will be deleted from TA once they get married or moved out.

## 5. Notes on Application

(i) Tenants have to complete and return the application form with supporting documents [e.g. HK identity card, birth certificate, marriage certificate, Certificate of Making Decree Nisi Absolute (Divorce), documents on income and assets and declaration of no domestic property ownership and subsidized housing scheme, etc.] to Estate Office for processing. Otherwise, HS cannot process the application due to insufficient information.

(ii) For name addition under Type 3 or Type 5, Tenant and all household members aged 18 or above (include persons to be added) listed on the tenancy would be invited to the HS Central Vetting Team Office to take oath on their income, assets and related application documents. A person who knowingly or willfully provides false statement or withholds any information by deception commits a criminal offence.

(iii) Applicable to applicants who are current rent assistance (RA) recipient:

After name addition (except for name addition of a household member aged below 18 and without income), RA would be stopped. If a household would like to have RA continuously, household has to re-submit an application form with supporting documents for re-assessment of their eligibility for RA.

(iv) Applicable to applicants whose TA have ‘Well-off Tenants Policy’ clauses but the biennial declaration cycle for income, assets and no domestic property ownership in HK has not commenced:

Households have to declare income, assets and no domestic property ownership in HK biennially after name addition is approved, irrespective of the length of residence.

### *Note 1: Definition of Domestic Property Ownership*

- Applicant and / or his / her household member must not (a) own or co-own or have any interest in any domestic property in HK (including but not limited to trustee, executor, administrator or beneficiary having an interest in any domestic property in HK); or (b) have entered into any agreement (including provisional agreement) to purchase any domestic property in HK; or (c) hold (including holding individually and / or together with any other household member(s) in the aggregate) more than 50% of shares in a company which owns, directly or through its subsidiaries, any domestic property in HK.
- Domestic property includes any domestic property, uncompleted private domestic property, rooftop structure approved by the Building Authority, domestic building lots and Small House Grants approved by the Lands Department in HK.

## **Enquiries**

The above information is for reference only. For details, please contact estate office so that we can render assistance.