



**Hong Kong Housing Society T-Home**  
**“Letting Scheme for Subsidised Sale Developments with**  
**Premium Unpaid”**  
**“Certificate of Participation - Tenant” Application Form**

**Applicants please note:**

1. The “Certificate of Participation - Tenant” (hereinafter referred to as “Tenant Certificate”) of Hong Kong Housing Society (hereinafter referred to as “HS”) T-Home “Letting Scheme for Subsidised Sale Developments with Premium Unpaid” (hereinafter referred to as “the Scheme”) is only open for application to persons who met the following requirements:
  - (a) Ordinary family (including one-person household under Single Elderly Persons Priority Scheme) **holding a valid** public rental housing (hereinafter referred to as “PRH”) application number of the Hong Kong Housing Authority (hereinafter referred to as “HA”) and that application has been registered for **3 years or more** (i.e. from the registration date of PRH application to the application form submission date of the Scheme); or
  - (b) Non-elderly one-person household **holding a valid** PRH application number of HA under the Quota and Points System and that application has been registered for **6 years or more** (i.e. from the registration date of PRH application to the application form submission date of the Scheme).Please note that if the applicant and/or any person listed on the application form (if any) (hereinafter referred to as “Family Members”) as mentioned in (a) or (b) of the above is/are the tenant(s)/user(s)/licensee(s) of PRH, Transitional Rental Housing or Monthly/Occupation License of HS or HA and/or his/her/their spouse(s), he/she/they is/are not eligible to apply under the Scheme.
2. Persons who are interested in applying for a Tenant Certificate should read the “Letting Scheme for Subsidised Sale Developments with Premium Unpaid” “Certificate of Participation - Tenant” Application Guide (hereinafter referred to as “AG”) carefully before completing the application form (hereinafter referred to as “AF”).
3. The Scheme is only applicable to designated subsidised sale flats with premium unpaid of HS and HA. Please refer to the designated website of the Scheme: [lettingscheme.hkhs.com](http://lettingscheme.hkhs.com) for the list of relevant estates.
4. Applicants must submit their applications in one of the following manners (no application deadline at this moment):
  - 4.1 Online Application  
Submit online application and pay an application fee of HK\$100 at the designated website of the Scheme: [lettingscheme.hkhs.com](http://lettingscheme.hkhs.com). If the application has been successfully submitted online, applicants do not have to submit the hard copies of the AF by post or by hand again, otherwise it would be considered as duplicate application and HS reserves the right to cancel all related applications; or
  - 4.2 By Mail or In Person  
Fill in the AF in block letters (and in Chinese if applicable) with a black or blue ball pen, and submit together with the application fee of HK\$100 (paid in the form of crossed cheque or cashier’s order payable to “HONG KONG HOUSING SOCIETY”) and indicate the name and contact number of the applicant at the back of the cheque/cashier’s order. Cash, post-dated cheque or electronic cheque will not be accepted. All applications with dishonored cheque/cashier’s order or without cheque/cashier’s order will be cancelled.)
    - **By mail** to Hong Kong Housing Society, G.P.O. Box No. 8600. Please indicate [“Letting Scheme for Subsidised Sale Developments with Premium Unpaid” – Tenant’s Application] on the cover of the envelope. If the AF cannot be delivered to HS due to insufficient postage, the application will not be processed; or
    - **By returning in person** to HS Applications Section (address: G/F, Dragon Centre, No.23 Wun Sha Street, Tai Hang, Hong Kong). The office hours are from 8:30 a.m. to 12:30 p.m. and from 1:30 p.m. to 5:30 p.m. from Mondays to Fridays (except Saturdays, Sundays and Public Holidays).
5. Those who have applied under the Scheme but have not been successfully issued with the Tenant Certificate can reapply and pay the application fee if they are still interested and meet the eligibility of the Scheme.
6. Each applicant/each family applicant can only submit one application and each person may only be listed in one AF under the Scheme (including online application). Should duplicate applications be found, HS reserves the right to cancel all related application. No supporting documents are required to be attached to the AF by the Applicant and/or Family Members (if any) listed on the same AF at the time of submission. Application fee paid is non-refundable and non-transferable irrespective of the application result.
7. All information provided must be true and correct or else HS is entitled to cancel such application. Applications that are not submitted by the specified method or duplicate applications will not be accepted. HS reserves the right not to accept any application.
8. For enquiries, please call the Scheme hotline on 8108 0678 during office hours.
9. Applicants may also visit the designated website of the Scheme: [lettingscheme.hkhs.com](http://lettingscheme.hkhs.com) for relevant information.
10. The personal data collected in the AF are solely used for processing the applications under the Scheme and its related matters. HS may also use the information for statistical surveys or researches, and may for such purpose contact the applicants. When vetting the application, HS has the right to compare and match the personal data provided in the AF with the relevant personal data collected for other purposes (manually or otherwise) in order to ascertain whether such information is false or inaccurate or misleading, and may take appropriate action against the person(s) concerned on the basis of the result of the data comparison and matching. The applicants and/or their Family Members shall also authorise HS to verify and match the relevant information with HA, Housing Department, other government departments, public/private organisations/companies, relevant employers or the independent consultant companies appointed by HS or HS’s existing records, and further agree for HA, Housing Department, any government departments, public/private organisations/companies, relevant employers or the independent consultant companies appointed by HS to provide HS with the applicants’ and/or their Family Members’ personal data in their possession for the purpose of comparing or matching the information in the AF. For more details, please see section 9 – Notes on Collection of Personal Data in the AG.



**HONG KONG  
HOUSING SOCIETY**  
香港房屋協會

Hong Kong Housing Society T-Home  
“Letting Scheme for Subsidised Sale Developments  
with Premium Unpaid”  
“Certificate of Participation - Tenant”  
Application Form

For office use only	
APPLN. NO.	
Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme Letting Scheme	
AT <input type="checkbox"/>	E <input type="checkbox"/> SC <input type="checkbox"/>

Note 1: Please use black/ blue ball pen and BLOCK LETTERS (and Chinese if applicable) and fill in the circle ☐ in black ☒ as appropriate. Please sign against each amendment, if any. No correction materials such as correction fluid or tape for obliteration should be used.

Note 2: All members aged 18 or above listed in this application form have to confirm all the particulars provided in this application form and those provided in their HA PRH application are the same by signing together in this form.

Note 3: All fields on the application form must be filled in unless specified otherwise.

Note 4: For family with five or more members, please use two or more (if appropriate) application forms to fill in the particulars of the applicant and all family members. Applicant and family members aged 18 or above are required to sign on the application form(s).



L102WE

Name (Please use BLOCK LETTERS (Please fill in the information according to HK Identity Card or Birth Certificate) in both Chinese and English)		Sex	Date of Birth			Relation- ship with Applicant	HK Identity Card No. (For children who have not obtained HK Identity Card, please fill in HK Birth Certificate No.)		Marital Status												
			Year	Month	Day																
E.G.	CHI	( 張國強 )	M	1	9	6	8	0	8	0	2	APPLICANT	G	3	6	1	0	4	7	( 5 )	Single <input checked="" type="radio"/>
	ENG	C H E U N G	K W O K	K E U N G	J O H N																Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/>
Applicant	CHI	( )	M									APPLICANT									Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/>
	ENG																				
Family Member 1	CHI	( )	M																		Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/>
	ENG																				
Family Member 2	CHI	( )	M																		Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/>
	ENG																				
Family Member 3	CHI	( )	M																		Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/>
	ENG																				

Correspondence Address: (For the avoidance of postal error, please use BLOCK LETTERS to fill in the Correspondence Address.)

Applicant's Name:	
Correspondence Address in HK:	

No. of Family Member (Including Applicant)

HA PRH application details

(Please refer to the blue acknowledgement card issued by HA)

PRH Application No.		-								-	
PRH Application Registration Date											( e.g. 20/02/2015 )
	D	D	M	M	Y	Y	Y	Y			

Home Address: (Please fill in if different from Correspondence Address.)

Applicant's Present Home Address in HK:	
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For statistical purpose only	District of Present Home Address	<input type="radio"/> Urban (comprising Hong Kong Island & Kowloon ) <input type="radio"/> Extended Urban (comprising Tung Chung, Shatin, Tseung Kwan O, Tsuen Wan & Kwai Tsing) <input type="radio"/> New Territories <input type="radio"/> Islands
	Housing Type of Present Home Address	<input type="radio"/> Public Housing (e.g. PRH, Interim Housing flat) <input type="radio"/> Subsidised Housing Scheme Flat (e.g. HOS/ Sandwiched Class) <input type="radio"/> Private Property <input type="radio"/> Non-Residential Unit <input type="radio"/> Temporary Housing <input type="radio"/> Others
	Facilities of Present Home Address	
	- Toilet:	<input type="radio"/> Exclusive use <input type="radio"/> Share with other tenants <input type="radio"/> Not provided
	- Kitchen:	<input type="radio"/> Exclusive use <input type="radio"/> Share with other tenants <input type="radio"/> Not provided

I/We have read the Application Guide and fully understand the contents thereof, including Notes on Collection of Personal Data. I/ We agree that HS will transfer the HA PRH Application Number and personal data provided by me/ us to HA and/ or Housing Department for processing applications under the Scheme. I/ We confirm that all the particulars provided in this application are true and correct, and I/We still fulfill all the HA PRH eligibility criteria.

Note 5: The applicant and all family members aged 18 or above listed in this application form are required to sign below.

Note 6: The applicant shall be held liable for the data of family member(s) aged below 18 furnished herein.

Applicant's Mobile No. in HK:  
(For receipt of SMS message from HS if necessary.)

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Daytime Contact No. in HK:  
(This field must be filled in if you cannot be contacted by mobile phone during daytime.)

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Cheque/Cashier's Order No. paying \$100 for the application fee:  
(Please make payable to 'HONG KONG HOUSING SOCIETY' and write down the name and the contact telephone no. of the applicant at the back of the cheque or cashier's order.)

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Applicant's Signature		Family Member 1's Signature	
Family Member 2's Signature		Family Member 3's Signature	

Name of Bank:

Date: