



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”) / Dedicated Rehousing Estates Subsidised Sale Flats Project (“DRE 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 provisional agreement) 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 the estate of any deceased person which includes any domestic properties or 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 private domestic properties, rooftop structures approved by the Buildings Department, 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					
Gender (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.		()	()	()	()	()
Hong Kong 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. The Trade Down Permit will be sent by registered mail to the above property / correspondence address. To avoid misdelivery, please notify the Hong Kong Housing Society in writing immediately if there are any changes after submission.)

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\$290 (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 and non-transferrable under any circumstances.** The HS reserves the right to revise or adjust the application fee at any time without prior notice.

(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.)

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 misleading information shall be cancelled, that any approval given on the basis of the false or misleading information shall be null and void,

and that all monies thus paid shall be forfeited. I/We accept that the decision of the Chief Executive Officer and Executive Director of HS shall be final as to whether any such statement or application is false.

I/We understand that any person who induces or causes HS to approve the relevant eligibility or causes the owner(s) to carry out the trade down sale and purchase transaction by any deception or dishonest means (including the provision of false or inaccurate or misleading information or statement(s) or representation in the application form) could be held criminally liable for, among other crimes, fraud under Section 16A of the Theft Ordinance (Cap. 210), and Section 36 of the Crimes Ordinance (Cap. 200), and be punishable by imprisonment once convicted.

9. **I/We understand that the new flat purchased as a result of this application shall be used only for residential purposes and for co-occupation by all persons listed in Part III of this application form.**
10. I/We understand that the personal data contained in this application form will be used by HS for processing the application for the TDP under the FFPS and its direct related usages. I/We have been duly informed of the purposes of providing the personal data, and I/we have given consent to the HS, HA and Housing Department (“HD”) for using my / our personal data provided in the application for the following purposes:—
 - (a) processing the application and verifying the relevant information collected in the HS’s and HA’s tenancy records / past subsidised housing schemes records to prevent duplicate application and obtaining double housing benefits;
 - (b) matching my / our personal data with the database of relevant Government bureaux / departments and other relevant organisations for the processing of the application and prevention of duplicate application and obtaining double housing benefits; and
 - (c) compiling statistics and conducting data analysis and research by the HS, HA and HD and relevant Government bureaux / departments. The analysis or research results will not be released to a third party in a form that identifies the data subjects or any of them. Also, all the personal data supplied will not be made available to any third parties for other unrelated purposes.
11. I/We confirm that all the particulars in this application form are given voluntarily. I am / We are willing to furnish the HS with any other relevant proof or information establishing the eligibility(ies) of me / us and all the family member(s) listed in this application form. Provision of my / our authorisation statement for collecting and comparing / checking personal data is also voluntary. 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 and cannot be transferred.
12. I/We agree that when assessing the eligibility(ies) of me / us and all the family member(s) listed in Part III of this application form to join the FFPS, officers of the HS, HA and HD may compare and match the personal data provided in this application form with the relevant personal data collected (manually or otherwise) for other purposes in order to ascertain whether such information is false or misleading, and may take appropriate action against the person(s) concerned on the basis of the result of the data comparison and matching. I/We also authorize the HS, HA and HD to disclose, verify and match the information concerned with other government departments, public / private organizations / companies.

Furthermore, I/we agree that the government departments (including but not limited to the Land Registry (“LR”), Immigration Department and Inland Revenue Department), or public / private organizations / companies may disclose the personal data of me / us and all the family member(s) listed in Part III of this application form in their possession to the HS, HA and HD for the purpose of comparing and matching the information provided in this application form. The personal data provided may also be used by HS, HA and HD and relevant Government bureaux / departments for conducting statistical surveys and researches. I/We also agree that this application form and the personal data on the TDP to be issued in respect of the applications will be passed 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 usages, 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 / companies and any other third party in possession of the personal data of me / us 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 relevant government bureaux / departments, public / private organizations / companies and any other relevant third party(ies).
14. I/We hereby further agree and authorize HS to disclose or transfer information, data or record of me / us and all the family member(s) listed in Part III of this application form to the LR for the purpose of processing the application and vetting the eligibility(ies) of me / us, including but not limited to checking with LR all the domestic properties owned by me / us and all the family member(s) listed in Part III of this application form 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 Senior Manager, Planning and Development Section, 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 data contained in this application form will be used by HS for processing the application for the TDP under the FFPS and its direct related usages. I/We have been duly informed of the purposes of providing the personal data, and I/we have given consent to the HS, HA and HD for using my / our personal data provided in the application for the following purposes:–
 - (a) processing the application and verifying the relevant information collected in the HS's and HA's tenancy records / past subsidised housing schemes records to prevent duplicate application and obtaining double housing benefits;
 - (b) matching my / our personal data with the database of relevant Government bureaux / departments and other relevant organisations for the processing of the application and prevention of duplicate application and obtaining double housing benefits; and
 - (c) compiling statistics and conducting data analysis and research by the HS, HA and HD and relevant Government bureaux / departments. The analysis or research results will not be released to a third

party in a form that identifies the data subjects or any of them. Also, all the personal data supplied will not be made available to any third parties for other unrelated purposes.

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 misleading information shall be cancelled, that any approval given on the basis of the false or misleading information shall be null and void, and that all monies thus paid shall be forfeited. I/We accept that the decision of the Chief Executive Officer and Executive Director of HS shall be final as to whether any such statement or application is false.

I/We understand that any person who induces or causes HS to approve the relevant eligibility or causes the owner(s) to carry out the trade down sale and purchase transaction by any deception or dishonest means (including the provision of false or inaccurate or misleading information or statement(s) or representation in the application form) could be held criminally liable for, among other crimes, fraud under Section 16A of the Theft Ordinance (Cap. 210), and Section 36 of the Crimes Ordinance (Cap. 200), and be punishable by imprisonment once convicted.

7. **I/We understand that the new flat purchased as a result of this application shall be used only for residential purposes and 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 am / We are willing to furnish the HS with any other relevant proof or information establishing the eligibility(ies) of the applicant(s) and me / us. Provision of my / our authorisation statement for collecting and comparing / checking personal data is also voluntary. 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 and cannot be transferred.
9. I/We agree that when assessing the eligibility(ies) of the applicant(s) and me / us to join the FFPS, officers of HS, HA or HD may compare and match the personal data provided in this application form with the relevant personal data collected (manually or otherwise) for other purposes in order to ascertain whether such information is false or misleading, and may take appropriate action against the person(s) concerned on the basis of the result of the data comparison and matching. I/We also authorize the HS, HA and HD to disclose, verify and match the information concerned with other government departments, public / private organizations / companies.

Furthermore, I/we agree that the government departments (including but not limited to the LR, Immigration Department, and Inland Revenue Department), or public / private organizations / companies may disclose the personal data of me / us form in their possession to HS, HA and HD for the purpose of comparing and matching the information provided in this application form. The personal data provided may also be used by HS, HA and HD and relevant Government bureaux / departments for conducting statistical surveys and researches. I/We also agree that this application form and the personal data on the TDP to be issued in respect of the applications will be passed 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 usages, 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 / companies and any other third party(ies) in possession of the personal data of me / us. The personal data on this application form / TDP may for such reason be disclosed to the relevant government bureaux / departments, public / private organizations / companies and any other relevant third party(ies).

11. I/We hereby further agree and authorize HS to disclose or transfer information, data or record of me / us to the LR for the purpose of processing the application and vetting the eligibility(ies) of me / us, including but not limited to checking with LR all the domestic 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 Senior Manager, Planning and Development Section, 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