

Integrated Building Rehabilitation Assistance Scheme



Application Form

Second Round Lift Modernisation Subsidy Scheme (Applicable to Elderly Owner-Occupier)



Please read the respective **Application Notes** and **Notes for Filling in the Application form** before completing this Application form.

Please submit the completed Application Form with the required documents by hand or by post to Flat B, G/F, 777-783 Yu Chau West Street, Kowloon

Enquiry : 3188 1188

如欲索取中文版申請表格，請致電3188 1188

Lift Modernisation Subsidy Scheme (LIMSS) **Application Form for Elderly Owner-Occupiers**

Notes for Filling in the Application Form

1. Before completing this application form, please refer to the Application Notes of the Second Round of the Lift Modernisation Subsidy Scheme (for elderly owner-occupiers) for details of the application. Please use the QR code (on the right) to enter the “Building Rehabilitation Platform” for details.



2. **Eligibility and Amount of Subsidy**

The applicant must be an eligible elderly owner-occupier of a unit in a building which has successfully obtained the ‘Approval-in-Principle Letter’ under the Lift Modernisation Subsidy Scheme (LIMSS). Applicants may apply for the subsidy for their apportionment of the cost of works and the service fee of the works consultant (if applicable) for their flats, subject to a maximum subsidy of HK\$50,000 per residential unit.

3. Applicants for the Scheme must be **registered owners of domestic or composite buildings (commercial/residential buildings)** and fulfil the following criteria:

- a. The applicant must be a holder of a valid Hong Kong Identity Card;
- b. The residential unit must be used by the applicant or his/her immediate family members for self-occupation;
- c. The applicant must not be concurrently a recipient of public housing benefits, subsidies or allowances (e.g. public rental housing tenancy or ownership of public housing with alienation restrictions (except for the buildings of Civil Servants' Co-operative Building Society)).

4. **Deadline for Applications**

The applicant must submit the application form within two months from the date of issuance of the ‘Approval-in-Principle Letter’ of the Lift Modernisation Subsidy Scheme (LIMSS) by the URA to the target building; or within two months from the date of receipt of the first letter of notification of apportionment of the cost of the lift modernisation works by the owners' organisation, whichever is later.

5. The applicant must be the owner of a unit in a building which has been approved for joining the Lift Modernisation Subsidy Scheme, and must be aged 60 or above (as indicated on his/her Hong Kong Identity Card) on or before the expiry date of the abovementioned application deadline; and
6. Please see Appendix 2 for the method of submitting the application form.

Lift Modernisation Subsidy Scheme (LIMSS) **Application Form for Elderly Owner-Occupiers**

Important Notes

- i) Applicants **are not required** to pass the means test.
- ii) The URA will disburse the grant directly to the owners' organisations of the buildings under application. The URA will not disburse the subsidy directly to individual applicants unless the elderly owner-occupiers of the flats concerned have made a special application and can produce a certificate issued by the owners' organisation confirming that the applicant has already paid the unit's apportionment of the cost of the lift works and the consultancy fees (if applicable).
- iii) The applicant should submit the following supporting documents together with the application form:
 - ✓ A copy of the applicant's Hong Kong Identity Card;
 - ✓ A copy of the latest bill of rates and government rent of the self-occupied unit; and
 - ✓ Documentary proof of the use of the unit for self-occupation (e.g. copy of water, electricity and gas bills, etc.).
- iv) Details of the application for the subsidy for elderly owner-occupiers are set out in the Application Notes of the Scheme.

This application form does not provide for the applications of the owner-occupiers for subsidy under the 'Building Maintenance Grant Scheme for Needy Owners' and 'Operation Building Bright 2.0'. For enquiries about such applications, please call the Building Rehabilitation Assistance Scheme Hotline at 3188 1188 or use the QR code (on the right) to obtain the relevant application forms.



Lift Modernisation Subsidy Scheme (LIMSS)
Application Form for Elderly Owner-Occupiers

Part I : Property information for owner-occupiers			
Building Application No.: (Please refer to the Notice of Application for Subsidy for elderly owner-occupiers)		IBRAS-	
Invitation Code			
Deadline for Applications: (Please refer to the Notice of Application for Subsidy for elderly owner-occupiers)		Y M D	
Hong Kong / Kowloon / New Territories		District :	
Street Name & Street No.:		Housing Estates / Building:	
Unit Address:			
Block:	Floor:	Unit:	
Part II : Applicant Information (must be a registered owner)			
Applicants must fill in the information, if there are more than two applicants, please attach a separate sheet.			
	Applicant (1)		Applicant (2)
Name			
H.K.I.D. No.			
Date of Birth	Y M D		Y M D
Hong Kong Mobile Phone No. (must be provided to receive SMS)			
Email Address (if applicable)			
Correspondence Address (if different from the unit address in Part I)			
Other contact person (if applicable)	Name:	Tel:	Relationship:

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Application Form for Elderly Owner-Occupiers**

Part III : Application for Subsidy Schemes		
Property Use (Please add <input checked="" type="checkbox"/> on the right box):		
<p>Whether the property in Part I is used by the applicant or his/her immediate family members for <u>self-occupation</u>.</p> <p>(Immediate family members are limited to the applicant's legal spouse, parents, children, step-children, dependent siblings, grandparents or maternal grandparents, grandchildren or maternal grandchildren, step-parents and parents or step-parents of the spouse.)</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Application for Subsidy Scheme (Please add <input checked="" type="checkbox"/> to the right box):		
Application of subsidy for elderly owner-occupiers		<input type="checkbox"/> Yes
Application for other subsidy scheme apart from this Scheme:		
<p>If the grant received under this Scheme is not sufficient to cover the cost of the lift works concerned and the applicant needs to apply for other subsidy as follows, please add <input checked="" type="checkbox"/> to the relevant scheme.</p>		
i)	'Building Maintenance Grant Scheme for Needy Owners' of the Urban Renewal Authority (Subject to means test)	<input type="checkbox"/> Required URA staff will follow up on the application and request for supplementary documents
ii)	'Building Safety Loan Scheme' of Buildings Department (Loan repayment required)	<input type="checkbox"/> Required Please complete (Appendix I). The URA will refer the application to the Buildings Department.

**Lift Modernisation Subsidy Scheme
Application Form for Elderly Owner-Occupiers**

Part IV : Declaration and Authorisation

(I) Declaration of the Applicant

Please read the following carefully and sign after understanding and agreeing to its contents.

In relation to my / our application to the Urban Renewal Authority (hereinafter referred to as 'URA') for the subsidy scheme(s) specified in Part III of this Form, I / we hereby declare the following:

1. I/We understand the contents of this application form, the subsidy scheme under application and the relevant application, and confirm that all the information and supporting documents provided by me/us in this application form (including all appendices) are true and correct.
2. I/We understand and fully agree to abide by the terms and conditions of application and the requirements of the subsidy scheme under application.
3. I/We agree that the URA has the right to process and approve my/ our application for the subsidy scheme and the URA has the right to request me/us to submit additional information or documents required and to sign the relevant documents (including undertaking). I/We will notify the URA in writing immediately of any changes to the information provided in this application form (including the information of my/our family member(s)) after I/we have submitted this application form.
4. I/We understand that the submission of this application form does not constitute any guarantee or undertaking by the URA that all applications will ultimately be approved and every subsidy scheme will be subject to their respective terms and conditions of approval and requirements. The URA's decision on this application shall be final and the URA reserves the right to adjust the amount available or approved or not to accept this application at any stage without giving any reason and without incurring any liability to any person.
5. I/We agree and authorise the URA to use the information of the application form for the purposes set out in Part V and to provide the information to the third parties mentioned in Part V.
6. I/We agree that if necessary, URA may arrange for an inspection of the property under application by its staff and/or representatives to assess the condition of it. I/We agree that the URA may disclose the information to the public about the subsidy under this application and about the repair works, and publish such information in the URA's promotional publications or use it in other publicity channels. I/We agree to provide appropriate assistance to the URA in connection with the relevant promotional activities.
7. I/We undertake to comply with all applicable laws (including the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region), regulations and by-laws of Hong Kong.

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(II) Authorisation of Applicant

I/We agree to provide all necessary information to the URA and/or the Buildings Department ("BD") in connection with each of the applications in this application form.

I/We unconditionally approve, fully agree and irrevocably authorise the URA and the BD respectively to make enquiries, verify, obtain or provide my/our personal data or records or information on the status of my/our application to any government departments / public organisations / relevant owners' corporations or applicant's representatives */ my/our family members in connection with the aforesaid application for the purpose of processing the aforesaid application and verifying my/our eligibility for the application by the URA and/or the BD.

I/We also agree to and authorise the URA and the BD respectively to disclose my/our personal data or records to the Land Registry and to check the information of the properties in Hong Kong which I/we have owned and currently own for the purpose of the URA's and/or the BD's recovery of any outstanding loans/subsidies/grants which I/we may have owed to the URA and/or the BD, irrespective of whether or not the URA and/or the BD has obtained the Court's judgment of such outstanding loans/ grants/ subsidies.

*Applicant's representative means not less than two authorised representatives of the management committee of an owners' corporation or manager authorised in the owners' meeting to apply for the 'Lift Modernisation Subsidy Scheme' on behalf of the owners and to sign the relevant documents in respect of a building/estate without an owners' corporation.

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I/We have read the Applicant's Declaration in Part IV(I) and the Applicant's Authorisation in Part IV(II) and confirm that I/we understand and agree to the contents thereof.

(All applicants must sign. If there are more than 2 applicants, please attach a separate sheet to the application form).

Applicant (1)

Name:	Signature:

Applicant (2) / Joint owners

Name:	Signature:

Date : _____

**Lift Modernisation Subsidy Scheme
Application Form for Elderly Owner-Occupiers**

Points to be noted :

1. Please confirm any amendments, deletions or obliteration by signing next to it.
2. Any willful misrepresentation or omission of information will render the application disqualified. Please note that obtaining pecuniary advantage by deception is a **criminal offence**.
3. In the case of a company applicant, the application shall be signed by its authorised person and affixed with the company chop.
4. The URA/BD reserves the right to adjust the amount available or approved or to reject this application at any stage without giving any reason.

Part V : The Statement of Personal Information Collection

Purpose of collection of personal data (in the case of personal data, the collection thereof is necessary or authorised under the Personal Data (Privacy) Ordinance)

The personal data provided by the applicant will be used by the Urban Renewal Authority (URA) / Electrical & Mechanical Services Department (EMSD) / Buildings Department (BD) for the following and related purposes:

1. Processing and approving eligibility for applications of the relevant scheme or for other uses related to the approval of the applications;
2. Promoting and implementing the relevant scheme or providing information or services in relation to the relevant scheme;
3. Conducting market research on the relevant scheme; or
4. Conducting research on building maintenance in Hong Kong.

The provision of personal data by applicants to the URA/EMSD/BD is voluntary. If the applicant fails to provide sufficient personal data, the URA/EMSD/BD may not be able to process the application and the application may be cancelled accordingly. Please ensure that all information provided is accurate and notify the URA/EMSD/BD in writing immediately of any change of information.

Transfer of Personal Data

The personal data provided by the applicant will be made available to the following parties as required.

1. Any third party providing services under the 'Integrated Building Rehabilitation Assistance Scheme';
2. Government departments, including but not limited to the Development Bureau, Security Bureau, Transport and Logistics Bureau, Housing Bureau, Buildings Department, Fire Services Department and Electrical and Mechanical Services Department;

**Lift Modernisation Subsidy Scheme
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3. Law enforcement agencies, including but not limited to the Independent Commission Against Corruption, the Hong Kong Police Force and the Competition Commission;
4. Public bodies, including but not limited to the Hong Kong Housing Society, CLP Power Hong Kong Limited, HK Electric Investments Limited, etc;
5. Professional institutes and academic groups; or
6. Organisations/persons to whom the applicant has given consent or authorisation to provide information.

Access to Personal Data

The applicant has the right to access and correct his/her personal data kept by the URA/EMSD/BD and to obtain a copy of the data file upon payment of a fee.

Personal Data Access Enquiry

For enquiries regarding the collection of personal data by the URA, including requests for access, correction or any other matters mentioned above, please contact the following, whose contact details and address are set out below:

General Manager (Building Rehabilitation)
Urban Renewal Authority
Unit B, G/F, 777-783 Yu Chau West Street, Kowloon
Tel: 2588 2333 Fax: 2588 2542

Notes:

1. The URA/EMSD/BD are public body/government department under the regulation of the Independent Commission Against Corruption and the Office of The Ombudsman.
2. The URA/EMSD/BD are public body/government department prescribed under the Prevention of Bribery Ordinance. Staff of the URA/ EMSD/ BD are subject to the Prevention of Bribery Ordinance and are not allowed to solicit or accept any pecuniary or other form of advantage from clients, contractors, suppliers or any other persons.
3. The application form and its contents are not legally binding on the URA/EMSD/BD. The URA/EMSD/BD will not be liable to any person for any loss arising from reliance on any information contained in this application form.
4. The URA/EMSD/BD reserves the right to modify the above contents without notice and the online version shall prevail. For the latest version, please visit the website of the "Building Rehabilitation Platform" (www.brplatform.org.hk) or call the URA's Building Rehabilitation Assistance Scheme hotline at 3188 1188 or visit our office for enquiry.

Lift Modernisation Subsidy Scheme
Application Form for Elderly Owner-Occupiers
Additional Applications - **Supplementary Information on**
‘Building Safety Loan Scheme’ of the Buildings Department

Appendix 1

For details of the BD's ‘Building Safety Loan Scheme’, please refer to the ‘Notes on Building Loans’ by using the QR code on the right.



1) For company applicants, please provide the following information:

Company Name:			
Company Number:		Business Registration No.:	
Contact Person's Name:	Mobile No. / Contact No.:		
Email Address:			
Correspondence Address:	<input type="checkbox"/> same as the address in Part I of the Application Form, or:		

The application should be signed by a person authorised by the company and affixed with the company's seal.

2) Application Amount \$ _____

3) Repayment of Loan

Buildings Department's “Building Safety Loan Scheme” (Choose either (a) or (b) only)

- a. ☐ Application for a **low-interest loan under the “Building Safety Loan Scheme” of the Buildings Department** with a maximum repayment period of 36 months

If you apply for a shorter repayment period, please specify: _____ months

- b. ☐ Application for **interest-free loan under the “Building Safety Loan Scheme” of the Buildings Department** with a maximum repayment period of 72 months

(Applicants should meet the asset and income limits, please refer to the ‘Notes on Building Loans’ and complete items 4 and 5 below - Applicant's Income/Asset))

If applying for a shorter repayment period, please specify: _____ months

(This is not applicable to company applicants. The approved loan amount will be grossed up by a fee of \$530 for registration with the Land Registry, which will be deducted from the first instalment of the loan.)

Lift Modernisation Subsidy Scheme
Application Form for Elderly Owner-Occupiers
Additional Applications - **Supplementary Information on**
“Building Safety Loan Scheme” of the Buildings Department

Appendix 1

4) Applicant's Income/Assets (Applicable to interest-free loan in (3)(b) above only)

(a) whether the applicant is an undischarged bankrupt:

☐ No ☐ Yes (Please do not fill in the rest of this Appendix)

(b) Whether the applicant is currently receiving the following allowances (if yes, please attach relevant proof).

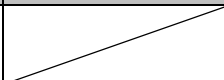
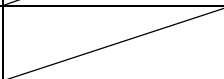
☐ **Comprehensive Social Security Assistance**

One of the following requirements must be met: elderly persons aged 65 or above living in the same household; or persons living in the same household who are certified by a medical practitioner of a public hospital or clinic to be disabled or in ill-health; or no able-bodied adult under the age of 50 living in the same household.

☐ **Old Age Living Allowance**

☐ **Disability Allowance**

The following form is for applicants applying for interest-free loans under the Building Safety Loan Scheme:

Name	Relationship	Monthly Income	Total Asset Value
Applicant _____		HK\$ _____	HK\$ _____
Spouse _____		HK\$ _____	HK\$ _____
Other family members living in the same household			
1.		HK\$ _____	HK \$ _____
2.		HK \$ _____	HK \$ _____

5) Is there any mortgage facility for the property involved in the loan application?

☐ No ☐ Yes (The monthly mortgage repayment amount is HK\$ _____)

Method of Submitting Application Forms

Appendix 2

- Application forms can be submitted in person or by mail to the office of the Building Rehabilitation Division of the Urban Renewal Authority

URA Rehabilitation Cheung Sha Wan Office

Address: Unit B, G/F, 777-783 Yu Chau West Street, Kowloon (Lai Chi Kok station exit B1)	Office hours: Monday to Friday 9:00 a.m - 5:30 p.m. (Saturday and Public Holidays - Closed)
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The map illustrates the location of the URA Rehabilitation Cheung Sha Wan Office. It is situated at the intersection of King Lam Street and Wing Hong Street. The office is located in Unit B, G/F, 777-783 Yu Chau West Street. The map also shows the Wing Hong Factory Building, 7-Eleven, and the MTR Lai Chi Kok Station Exit B1. A QR code is provided for more information.

- Website Application Information

BR Platform Website		https://www.brplatform.org.hk
e-Application		https://www.brplatform.org.hk/tc/e-application