



Dear Licensees,

**Re: Update of “Questions and Answers” related to
Practice Circular (No. 17-02 (CR))**

The Estate Agents Authority (“EAA”) updated the set of “Questions and Answers” (“Q&A”) related to Practice Circular (No. 17-02 (CR)) titled “Sale and Purchase or Leasing of Non-residential Properties” on 5 September 2017 by incorporating new Q&A (Q11 to Q18), and would like to encourage licensees to read the details.

Through this update, the EAA would like to remind licensees that under the Practice Circular, apart from the sales brochures, the floor area information printed on the price list and prepared by the developer will be regarded as a “reasonable source” or “proper basis” upon which a licensee could rely for providing the floor area information of the non-residential properties concerned.

However, unless written confirmation from the developer regarding the accuracy of the relevant floor area information is obtained, the floor area information provided by an appointed estate agent of the developer (irrespective of whether the appointed estate agent is a member of the same group of companies of the developer or otherwise) will not be regarded by the EAA as information obtained from a reasonable source or proper basis.

Moreover, for the sake of clarity and to avoid any misunderstanding, if the occupation permit of the non-residential property reveals that there is a cockloft or mezzanine floor, estate agents should provide information on the area of the cockloft or mezzanine floor and the floor area of non-residential property concerned (exclusive of the cockloft or mezzanine floor) separately to his/her purchaser or tenant client.



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For more details on the new Q&A, please refer to [Q11 to Q18 of the Q&A related to the Practice Circular](#) on the EAA website.

Licensees should note that the Practice Circular will take effect on 1 October 2017. To enhance the trade's knowledge of the relevant subject, the EAA has also prepared [e-Learning programmes related to the Practice Circular](#) on the EAA website. Licensees are encouraged to participate in the relevant Continuing Professional Development activities.

Estate Agents Authority

18 September 2017