

執業問與答

Practice Q&A

在《專業天地》內，我們會解答與持牌人執業息息相關的一些常見提問。
In *Horizons*, we will answer selected enquiries commonly raised by licensees concerning estate agency practice.

問：假如我透過互聯網處理所有地產代理業務，我是否仍需要一個確實的營業地址？

答：根據《地產代理（發牌）規例》第10條訂明，地產代理於其營業地點以特定營業名稱經營地產代理業務前，須就該地點及名稱向監管局申請批給營業詳情說明書（「說明書」）。

說明書的申請人須遞交由稅務局發出的有效商業登記證副本。監管局會以商業登記證上顯示的營業名稱及地址作為說明書上的資料。請注意，任何地產代理在經營地產代理業務前，不論其是否已向稅務局提出商業登記的申請，均須向監管局提出說明書的申請。然而，《地產代理條例》及其附屬法例對營業地址的要求沒有任何訂明。有關更多詳情，請參閱 www.eaa.org.hk/zh-hk/Licensing/SPOB



Q: Do I need an actual business operation address if I am an estate agent dealing everything with customers through the internet?

A: According to the Section 10 of Estate Agents (Licensing) Regulation, an estate agent is required to apply for a statement of particulars of business ("SPOB") before operating an estate agency business at a particular place of business using a particular business name.

SPOB applicants will be asked to provide a copy of a valid business registration certificate issued by the Inland Revenue Department. The business name and business address appearing in the certificate will be used for the purpose of the SPOB. Estate agents should note that whether they have applied for a business registration with the Inland Revenue Department or not, they must apply for an SPOB before they carry on an estate agency business. However, there is no stipulation in the Estate Agents Ordinance and its subsidiary legislation on the requirements of the business address. To know more, please visit: www.eaa.org.hk/en-us/Licensing/SPOB