

Example 1: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 9 a.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015 and 3 September 2015 respectively; and before 11:00 a.m. on 4 September 2015.

Example 2: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 2:00 p.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015, 3 September 2015 and 4 September 2015 respectively; and before 4:00 p.m. on 4 September 2015.

Note: This sample is for reference only. Estate agency companies should according to their own circumstances prepare their own declaration form so as to comply with the requirements of Circular No. 15-03 (CR).

SAMPLE (FOR ESTATE AGENCY ASSOCIATIONS)

(Name of Estate Agency Association)

Declaration of Submission of Registration(s) of Intent

Re: Development: []

Date of Sale^{Note 1}: []

The total number of licensees^{Note 2} who have submitted registrations of intent for themselves in the above development and the total number of registrations of intent and the total number of cashier orders^{Note 3} submitted by the licensed estate agents^{Note 4} specified as at the date specified in the table below are as follows:

Name of Licensed Estate Agent ^{Note 4}	Date ^{Note 5}	Cumulative Total No. of Licensees	Cumulative Total No. of Registrations of Intent Submitted	Cumulative Total No. of Cashier Orders ^{Note 3} Submitted

[Name and Title of Responsible Officer for and on behalf of the Association]

[Licence No. of Association]

Date: []

Note 1: As specified in the relevant sales arrangement issued by the vendor.

Note 2: Including our association (whether solely, jointly with other(s), or as shareholder/director of another company) and members of our staff who are licensees, and members (including chartered members, associate members or by similar names) of our Association and members of their staff who are licensees.

Note 3: For example, if the sales arrangement specifies/other members that a cashier order in the sum of HK\$200,000 is required to be submitted for each property that a registrant wishes to

express an interest to purchase and the licensee submits one cashier order for the said sum of HK\$200,000 to express an interest to purchase, then the number of cashier order to be counted is “one”. However, if the licensee uses three cashier orders to make up the said sum of HK\$200,000, then for the purpose of this declaration, the three cashier orders as aforesaid shall still be counted as one cashier order only.

Note 4: Which may be our Association or members of our Association.

Note 5: The information collected on a day must be publicised before noon on the following day (except the closing date for submission of the registrations of intent). On the closing date for submission of registrations of intent, the information collected up to the closing time for such submission must be publicised within two hours therefrom.

Example 1: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 9 a.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015 and 3 September 2015 respectively; and before 11:00 a.m. on 4 September 2015.

Example 2: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 2:00 p.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015, 3 September 2015 and 4 September 2015 respectively; and before 4:00 p.m. on 4 September 2015.

Note: This sample is for reference only. Estate agency associations should according to their own circumstances prepare their own declaration form so as to comply with the requirements of Circular No. 15-03 (CR).

**SAMPLE (FOR ESTATE AGENCY COMPANIES
WHICH ARE FRANCHISORS)**

(Name of Franchisor)

Declaration of Submission of Registration(s) of Intent

Re: Development: []

Date of Sale^{Note 1}: []

The total number of licensees^{Note 2} who have submitted registrations of intent for themselves in the above development and the total number of registrations of intent and the total number of cashier orders^{Note 3} submitted by the licensed estate agents^{Note 4} specified as at the date specified in the table below are as follows:

Name of Licensed Estate Agent ^{Note 4}	Date ^{Note 5}	Cumulative Total No. of Licensees	Cumulative Total No. of Registrations of Intent Submitted	Cumulative Total No. of Cashier Orders ^{Note 3} Submitted

[Name and Title of Responsible Officer for and on behalf of the Franchisor]

[Licence No. of Franchisor]

Date: []

Note 1: As specified in the relevant sales arrangement issued by the vendor.

Note 2: Including our company (whether solely, jointly with other(s), or as shareholder/director of another company) and members of our staff who are licensees, and our franchisees and members of their staff who are licensees.

Note 3: For example, if the sales arrangement specifies/other members that a cashier order in the sum of HK\$200,000 is required to be submitted for each property that a registrant wishes to express an interest to purchase and the licensee submits one cashier order for the said sum of

HK\$200,000 to express an interest to purchase, then the number of cashier order to be counted is “one”. However, if the licensee uses three cashier orders to make up the said sum of HK\$200,000, then for the purpose of this declaration, the three cashier orders as aforesaid shall still be counted as one cashier order only.

Note 4: Which may be our company or our franchisees.

Note 5: The information collected on a day must be publicised before noon on the following day (except the closing date for submission of the registrations of intent). On the closing date for submission of registrations of intent, the information collected up to the closing time for such submission must be publicised within two hours therefrom.

Example 1: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 9 a.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015 and 3 September 2015 respectively; and before 11:00 a.m. on 4 September 2015.

Example 2: if the sales arrangement specifies that registrations of intent can be submitted from 1 September 2015 to 4 September 2015 and the closing time is 2:00 p.m. on 4 September 2015, then the required information must be publicised before noon on 2 September 2015, 3 September 2015 and 4 September 2015 respectively; and before 4:00 p.m. on 4 September 2015.

<p>Note: This sample is for reference only. Estate agency companies which are franchisors should according to their own circumstances prepare their own declaration form so as to comply with the requirements of Circular No. 15-03 (CR).</p>
