

Flowchart for Licensees' Reference

Licensees' actions to take when handling the letting of SDUs under domestic tenancies that are subject to the BHU regulatory regime – Circular No. 26-01 (CR)

Stage 1

Between 1 March 2026 and 28 Feb 2027

[A]

[B]

[C]

Involvement in the letting of SDUs in residential flats under subsisting domestic tenancies already entered into prior to 1 March 2026

Involvement in the letting of SDUs in residential flats with pre-existing SDUs under new domestic tenancies to be entered into between 1 March 2026 and 28 Feb 2027

Involvement in the letting of SDUs in residential flats which are new entrants to the market under new domestic tenancies to be entered into between 1 March 2026 and 28 Feb 2027

Encouraged to take actions under **paragraph (16)** of Circular No. 26-01 (CR)

Required to in writing to take actions under **paragraph (17)** of Circular No. 26-01 (CR)

Required to in writing to take actions under **paragraph (18)** of Circular No. 26-01 (CR)

Attention: This flowchart only serves as general reference for licensees with respect to actions to take when handling the letting of SDUs under domestic tenancies that are subject to the BHU regulatory regime as set out in Circular No. 26-01 (CR). Licensees are reminded that they must at all times observe and comply with the Estate Agents Ordinance and its subsidiary legislation, the Code of Ethics and all applicable guidelines issued by the Estate Agents Authority when carrying out estate agency work.

Stage 2

From 1 March 2027 onwards

Before engaging in any estate agency work in relation to the letting of SDUs under domestic tenancies

Ascertain the status of the SDU concerned. Whether:
 (i) the principal flat concerned has been registered for the Grace Period; and/or
 (ii) the SDU concerned has been granted a valid BHU recognition?
 (see **paragraph (19)** of Circular No. 26-01 (CR))

No

Yes

Must Not participate in the letting of the SDU concerned

[D]

[E]

Involvement in the letting of SDUs in registered flats under new domestic tenancies of SDUs to be entered into between 1 March 2027 and 31 August 2029

Involvement in the letting of SDUs with valid Grace Period or valid BHU recognition under new domestic tenancies to be entered into on or after 1 March 2027

Required to in writing to take actions under **paragraphs (20) and (21)** of Circular No. 26-01 (CR)

Required to in writing to take actions under **paragraph (21)** of Circular No. 26-01 (CR)