

持續專業進修計劃活動訂座登記表格

Continuing Professional Development (CPD) Activity Registration Form

致： 地產代理監管局 (傳真: 2152 3600)
To: Estate Agents Authority (Fax: 2152 3600)

本人登記參加以下持續專業進修計劃活動：

I wish to make a reservation for the following CPD activities:

	<u>活動名稱</u> Title of Activity	<u>活動日期</u> Date of Activity	<u>活動時間</u> Time of Activity
(1)			
(2)			
(3)			

註： 獲安排座位人士將於講座舉行前數天以**電郵 (持牌人於監管局的登記電郵) / 傳真方式**收到監管局的「座位確認通知」(從業員可透過監管局的「電子服務」更新聯絡資料，詳情請[瀏覽監管局網頁](#))。未獲安排座位的持牌人，監管局將不會另行通知。

Remarks: Licensees who are assigned a seat will receive a written confirmation from the EAA **by fax / by e-mail (the e-mail address which a licensee registered with the EAA)** several days prior to the date of the seminar. (Licensee can update his/her e-mail address or other contact information via the EAA's on-line E-Services. For details, please refer to the [EAA website](#).) **No separate notice will be given to unsuccessful registrants.**

姓名(請以正楷填寫) _____ 牌照號碼 _____
Name (Block letters) : _____ Licence No. : _____

電話 _____ 公司名稱 _____
Tel. No. : _____ Company Name : _____

傳真 _____ 日期 _____
Fax : _____ Date : _____

惡劣天氣下的安排 Bad weather arrangement for CPD activities organized by the EAA

監管局舉辦之持續專業進修計劃活動於惡劣天氣下的安排:當香港天文台於上午6時30分或之後(適用於上午舉行的課堂)或於正午12時或之後(適用於下午舉行的課堂)宣佈懸掛或預料將會懸掛八號或更高颱風信號 / 黑色暴雨警告, 課堂將告取消。本局稍後會通知參加有關活動之另行安排。 If the Typhoon Signal No.8 or above / Black Rainstorm Warning is still hoisted or likely to be hoisted as announced by the Hong Kong Observatory after / at 6:30am (for morning activity) or after / at 12:00pm (for afternoon activity), the seminar will be cancelled. EAA will inform participants of the arrangement of the activity in due course.

收集個人資料聲明 Personal Information Collection Statement

所收集的個人資料將會用於舉辦持續專業進修計劃活動、核實持續專業進修計劃活動參加者的出席紀錄、其他直接相關的目的或用於執行及遵從《地產代理條例》(第511章)的規例。持牌人必須提供所需資料。如持牌人不提供該等資料, 監管局則不會處理有關申請或申報。關於查閱或更正資料的要求可向監管局保障資料主任提出。 Personal data collected may be used for the purpose of conducting and verifying attendance at Continuing Professional Development Scheme activities, other directly related purpose or for enforcing and complying with the provisions of the Estate Agents Ordinance (Cap. 511). It is necessary for licensees to supply the data. If the data is not supplied, the application / declaration would not be processed. All data access and correction requests should be addressed to the Data Protection Officer of the Estate Agents Authority.

專業發展部 Professional Development Section

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