



**Application Form for
Reimbursement of EAA CPD Training Subsidy
地產代理監管局持續專業進修計劃進修津貼申請表**

FOR OFFICE USE ONLY 由監管局填寫

Date Received: _____

Application No.: _____

Please refer to the “Rules and Conditions for the EAA CPD Training Subsidy” before filling out this form.
在填寫表格前請先參閱「地產代理監管局持續專業進修計劃進修津貼一般規則及條款」。

Part I: Particulars of Applicant 第一部份: 申請人資料

Name of Applicant 申請人姓名			
Licence No. 牌照號碼		Contact Tel No. 聯絡電話	

Part II: Particulars of Designated CPD Activities attended

第二部份: 申請地產代理監管局持續專業進修計劃進修津貼的活動資料

Title of Activity 活動名稱#	Activity Code 活動編號	Date of Activity 活動日期	Activity Provider 主辦機構	Fees# 費用#

(Continue on additional sheets, if necessary
如有須要請另加紙張填寫)

**Total reimbursement *applied for:
是次申請的持續專業進修計劃進修津貼*總金額: _____**

Please provide proof of payment and completion of activity (e.g. receipt of activity fees and certificate of attendance)

請提供支付活動費用的證明及完成活動的證明 (例如: 活動費用收據及出席證書)

*Maximum \$300 per [calendar] year *每年最多\$300

Part III: Declaration 聲明書

I have read and fully understood the “Rules and Conditions for the EAA CPD Training Subsidy” overleaf. I declare that the information and documents provided by me in this application form is complete and true to the best of my knowledge. 本人已細閱背頁的「地產代理監管局持續專業進修計劃進修津貼一般規則及條款」, 並完全明白所有內容。現特此聲明: 本人在這份申請表內所填報的各項資料及提供的文件, 盡本人所知, 均屬詳盡而真實的資料。

I am aware that the EAA will rely on the information provided by me to determine my eligibility for reimbursement of activity fees by the EAA and to assess the amount of reimbursement to be offered. I also understand that in this application, any omission/ mis-statement/ misrepresentation of information made in a material particular may result in disciplinary action. 本人知道, 地產代理監管局將依據本人所提供的資料, 決定本人是否符合獲持續專業進修計劃進修津貼的資格, 以及評估本人可獲發還的金額。本人亦明白, 就是項申請而在要項上漏報資料或作出失實陳述, 可能受紀律處分。

I authorize the EAA to handle the personal data/ information provided in this application in accordance with the “Rules and Conditions for the EAA CPD Training Subsidy”. I also give my consent to the institution/ activity provider concerned to release my personal data to EAA for the purpose of processing my application or verifying the information provided in this application. 本人授權地產代理監管局按照「地產代理監管局持續專業進修計劃進修津貼一般規則及條款」的內容, 處理本人就這宗申請而提供的個人資料及其他資料。本人亦同意有關的院校或辦學機構向地產代理監管局提供本人的個人資料, 以便地產代理監管局處理本人的申請或核實本人就這宗申請而提供的資料。

I understand that EAA has the right to review my application and adjust my entitlements for reimbursement if necessary. I undertake to refund to EAA any overpayment made to me upon demand. 本人明白, 地產代理監管局有權覆檢本人的申請, 以及在有需要時調整本人可獲發還的金額。本人承諾在地產代理監管局提出要求時, 將本人多收的款項歸還地產代理監管局。

Signature 簽署 _____

Date 日期 _____

Name of Applicant
申請人姓名 _____