

This form may be faxed to EAA at 2119 9077.  
此表格可傳真至監管局，傳真號碼:2119 9077。

**Notice of Change of Personal Information**  
**Salesperson's Licence / Estate Agent's Licence (Individual)**  
**就營業員牌照 / 地產代理(個人)牌照個人資料更改通知書**

**收取個人資料聲明**

持牌人所提供的個人資料將用於執行及遵從《地產代理條例》(第 511 章) 的規例，以及提供培訓用途。持牌人的個人資料亦可能為了上述目的而向政府部門及有關機構(包括香港警察及廉政公署)披露。持牌人如欲取閱或更正其個人資料，可與監管局保障資料主任聯絡(地址: 香港灣仔皇后大道東 183 號合和中心 48 樓 4801 室)。

**Personal Information Collection Statement**

The personal data collected are to be used for the purpose of enforcing or complying with the provisions of the Estate Agents Ordinance (Cap.511) and providing appropriate training to the applicant. The personal data may be transferred to government departments and relevant authorities (including the Hong Kong Police and the ICAC) in connection with the above purposes. A licensee can access and correct his/her personal data by writing to the Data Protection Officer of the Estate Agents Authority at Room 4801, 48/F, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

**Note: For the change of registered address, a confirmation will be sent by e-mail if an e-mail address has been provided or otherwise by post. If you do not receive a confirmation from us within 14 days, please call us at 2111 2777 (press 2, 2 after selecting language) to ascertain the status of your notice.**

注意：如更改登記地址，監管局會以電郵或郵寄(如沒有提供電郵地址)方式確認地址已被更改。如在 14 天內你仍未收到監管局的確認通知，你應致電 2111 2777 (選擇語言後按 2, 2) 向監管局查詢詳情。

**Name of licensee 持牌人姓名：** \_\_\_\_\_

**Licence No. 牌照號碼：** \_\_\_\_\_

I request the Estate Agents Authority to amend my records as follows 請監管局更改下列項目：

**With effect from 生效日期為：** \_\_\_\_\_

**Change of Registered Address 更改登記地址**

Room / Flat 室	Floor 樓層	Block 座	Name of Building / Estate 大廈 / 屋苑名稱
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Number and Name of Street 街道名稱及號碼	District 地區	HK/ KLN/ NT* 香港 / 九龍 / 新界*
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\*Delete as appropriate  
將不適用者刪去

**Telephone No. 電話號碼：** \_\_\_\_\_

**Fax No. 傳真號碼：** \_\_\_\_\_

**E-mail address 電郵地址：** \_\_\_\_\_

**Signature 簽署：** \_\_\_\_\_

**Date 日期：** \_\_\_\_\_

**Official Use Only 職員專用**