



## 財務報表 Financial Statements

### 核數師報告書

致地產代理監管局全體成員

(根據地產代理條例於香港成立)

### REPORT OF THE AUDITORS

TO THE MEMBERS OF THE ESTATE AGENTS AUTHORITY

(THE "AUTHORITY")

(established in Hong Kong pursuant to the Estate Agents Ordinance)

本核數師行已完成審核載於第 76 至第 84 頁之財務報表，該等財務報表乃按照香港普遍採納之會計原則編製。

We have audited the financial statements on pages 76 to 84 which have been prepared in accordance with accounting principles generally accepted in Hong Kong.

### 監管局及核數師各自之責任

監管局須負責編製真實與公平的財務報表。在編製該等真實與公平的財務報表時，必須採用適當的會計政策，並且貫徹應用該等會計政策。

### Respective responsibilities of the Authority and auditors

The Authority is responsible for the preparation of financial statements which give a true and fair view. In preparing financial statements which give a true and fair view it is fundamental that appropriate accounting policies are selected and applied consistently.

本行之責任是根據審核的結果，對該等財務報表發表獨立意見，並按照地產代理條例第十二條僅向貴局整體成員報告本行之意見，而不作其他用途。本行不會就本報告的內容向任何其他人士負上或承擔任何責任。

It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion solely to you, as a body, in accordance with section 12 of the Estate Agents Ordinance, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

### 意見之基礎

本核數師行已按照香港會計師公會所頒佈之核數準則進行審核工作。審核範圍包括以抽查方式查核與財務報表所載數額及披露事項有關的憑證，亦包括評審監管局於編制該等財務表時所作的重大估計和判斷，及衡量其所釐定之會計政策是否適合監管局的具體情況及貫徹應用並有否足夠地披露。

### Basis of opinion

We conducted our audit in accordance with Statements of Auditing Standards issued by the Hong Kong Society of Accountants. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Authority in the preparation of the financial statements, and of whether the accounting policies are appropriate to the circumstances of the Authority, consistently applied and adequately disclosed.

本核數師行在策劃和進行審核工作時，均以取得所有本核數師認為必需之資料及解釋為目標，以便獲得充分憑證，就該等財務報表是否存有重大錯誤陳述，作出合理的確定。在表達意見時，本核數師行亦已評估該等財務報表所載的資料在整體上是否足夠。本核數師行的審核工作已為下列意見建立合理的基礎。

#### 意見

本核數師行認為，財務報表均真實兼公平地顯示貴局於 2004 年 3 月 31 日結算時的財務狀況，及貴局截至該日止年度的盈餘及現金流轉狀況。

**德勤•關黃陳方會計師行**

執業會計師

香港 • 2004 年 9 月 6 日

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

#### Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the Authority as at 31 March 2004 and of its surplus and cash flows for the year then ended.

**Deloitte Touche Tohmatsu**

Certified Public Accountants

Hong Kong, 6 September 2004

## 收支結算表

## STATEMENT OF INCOME AND EXPENDITURE

| 截至 2004 年 3 月 31 日止年度 | for the year ended 31 March 2004                         | 附註 Note | 2004<br>港元 HK\$   | 2003<br>港元 HK\$    |
|-----------------------|--|---------|-------------------|--------------------|
| <b>收入</b>             | <b>Income</b>  |         |                   |                    |
| 牌照費                   | Licence fees   |         | 32,181,895        | 34,347,737         |
| 考試費                   | Examination fees   |         | 2,342,950         | 2,132,900          |
| 利息收入                  | Interest income  |         | 644,011           | 1,972,355          |
| 出售固定資產之盈餘             | Gain on disposal of fixed assets                         |         | 1,951             | —                  |
|                       |  |         | <u>35,170,807</u> | <u>38,452,992</u>  |
| <b>支出</b>             | <b>Expenditure</b>                                       |         |                   |                    |
| 核數師酬金                 | Auditors' remuneration                                   |         | 63,000            | 80,000             |
| 公事外訪                  | Business trip  |         | 234,949           | —                  |
| 公眾教育開支                | Community education expenses                             |         | 413,182           | 1,012,800          |
| 折舊                    | Depreciation   |         | 1,626,979         | 2,058,151          |
| 器材維修保養及通訊費用           | Equipment maintenance and communication expenses         |         | 753,073           | 663,602            |
| 地產代理證支出               | Licensee identity card expenses                          |         | 181,651           | 56,428             |
| 保險費                   | Insurance  |         | 416,755           | 447,351            |
| 出售固定資產虧損及撇銷           | Loss on disposal of fixed assets                         |         | —                 | 5,301              |
| 營業租約 - 土地及樓宇          | Operating lease rentals in respect of land and buildings |         | 2,314,908         | 3,145,178          |
| 辦公室及其他開支              | Office accommodation and other expenses                  |         | 1,665,201         | 1,129,901          |
| 公共關係及應酬費              | Public relation and entertainment                        |         | 145,701           | 20,673             |
| 印刷及文具                 | Printing and stationery                                  |         | 356,885           | 576,615            |
| 專業服務費                 | Professional service fees                                |         | 129,868           | 445,142            |
| 宣傳及廣告                 | Publicity and advertising                                |         | 259,826           | 701,804            |
| 研究及發展                 | Research and development                                 |         | —                 | 23,140             |
| 員工成本                  | Staff costs  |         |                   |                    |
| — 薪金及津貼               | - wages, salaries and allowances                         |         | 21,986,485        | 23,237,810         |
| — 強制性公積金供款            | - contributions to mandatory provident fund scheme       |         | 504,873           | 508,675            |
| 考試服務費                 | Service fees for examinations                            |         | 966,598           | 921,597            |
| 培訓活動開支                | Training activities expenses                             |         | 1,155,118         | 2,024,099          |
| 其他開支                  | Other expenses   |         | 1,072,957         | 972,266            |
|                       |  |         | <u>34,248,009</u> | <u>38,030,533</u>  |
| <b>資本項目支出</b>         | <b>Capital project expenditure</b>                       |         |                   |                    |
| 地產代理證                 | Licensee identity card                                   | 3 (a)   | 224,306           | 1,298,702          |
| 查詢持牌地產代理電話系統          | Licensee listing telephone enquiry system                | 3 (b)   | 11,800            | 454,908            |
|                       |  |         | <u>236,106</u>    | <u>1,753,610</u>   |
|                       |  |         | <u>34,484,115</u> | <u>39,784,143</u>  |
| 未扣除財務支出之盈餘 (虧損)       | Operating surplus (deficit)                              |         | 686,692           | (1,331,151)        |
| 財務支出                  | Interest expense on loan from government                 |         | —                 | (1,273,425)        |
| 本年度盈餘 (虧損)            | Surplus (deficit) for the year                           |         | <u>686,692</u>    | <u>(2,604,576)</u> |

## 資產負債表

## BALANCE SHEET

| 2004年3月31日 | at 31 March 2004                      | 附註 Note | 2004        | 2003        |
|------------|---------------------------------------|---------|-------------|-------------|
|            |                                       |         | 港元 HK\$     | 港元 HK\$     |
| 非流動資產      | Non-current assets                    |         |             |             |
| 固定資產       | Fixed assets                          | 5       | 3,375,162   | 2,220,442   |
| 流動資產       | Current assets                        |         |             |             |
| 應收及預付賬款及按金 | Debtors, prepayments and deposits     |         | 1,791,480   | 919,948     |
| 銀行結存及現金    | Bank balances and cash                |         | 100,448,411 | 101,606,038 |
|            |                                       |         | 102,239,891 | 102,525,986 |
| 流動負債       | Current liabilities                   |         |             |             |
| 應付賬款及應計項目  | Creditors and accruals                |         | 4,034,692   | 6,069,599   |
| 遞延收入       | Deferred income                       | 6       | 23,979,791  | 22,205,656  |
| 已收牌照申請款項   | Licence applications received         | 7       | 1,178,412   | 735,707     |
|            |                                       |         | 29,192,895  | 29,010,962  |
| 流動資產淨值     | Net current assets                    |         | 73,046,996  | 73,515,024  |
| 總資產減流動負債   | Total assets less current liabilities |         | 76,422,158  | 75,735,466  |
| 資金來源：      | Financed by:                          |         |             |             |
| 儲備         | Reserves                              |         | 76,422,158  | 75,735,466  |
|            |                                       |         | 76,422,158  | 75,735,466  |

載於第76至第84頁之財務報表於2004年9月6日獲監管局全體成員批准及授權發佈，並由以下代表簽署：

The financial statements on pages 76 to 84 were approved and authorised for issue by the members of the Authority on 6 September 2004 and are signed on its behalf by:

潘國濂 陳佩珊  
主席 行政總裁

Poon Kwok-lim, Steven Chan Pui-shan, Sandy  
Chairman Chief Executive Officer

## 儲備變動表

## STATEMENT OF MOVEMENTS IN RESERVES

| 截至 2004 年 3 月 31 日止年度 | for the year ended 31 March 2004 | 訴訟均衡儲備<br>Litigation<br>equalisation reserve | 資本項目基金<br>Capital<br>project fund | 累積儲備<br>Cumulative fund | 總計<br>Total |
|-----------------------|----------------------------------|--|-----------------------------------|-------------------------|-------------|
|                       |                                  | 港元 HK\$                                      | 港元 HK\$                           | 港元 HK\$                 | 港元 HK\$     |
| 2002 年 4 月 1 日        | At 1 April 2002                  | 4,500,000                                    | 28,977,199                        | 44,862,843              | 78,340,042  |
| 本年虧損                  | Deficit for the year             | —  | —                                 | (2,604,576)             | (2,604,576) |
| 由累積結餘轉入               | Transfer from cumulative fund    | 1,500,000                                    | —                                 | (1,500,000)             | —           |
| 由累積結餘轉出               | Transfer to cumulative fund      | —  | (1,753,610)                       | 1,753,610               | —           |
| 2003 年 3 月 31 日       | At 31 March 2003                 | 6,000,000                                    | 27,223,589                        | 42,511,877              | 75,735,466  |
| 本年盈餘                  | Surplus for the year             | —  | —                                 | 686,692                 | 686,692     |
| 由累積結餘轉入               | Transfer from cumulative fund    | 1,500,000                                    | —                                 | (1,500,000)             | —           |
| 由累積結餘轉出               | Transfer to cumulative fund      | —  | (1,313,306)                       | 1,313,306               | —           |
| 2004 年 3 月 31 日       | At 31 March 2004                 | 7,500,000                                    | 25,910,283                        | 43,011,875              | 76,422,158  |

訴訟均衡儲備為用以支付因監管局的若干決定在上訴委員會被提出上訴，或在法院上受到質疑所引致的訴訟成本。監管局每年會酌情自累積結餘中轉撥款項至訴訟均衡儲備，或由訴訟均衡儲備轉撥款項至累積結餘。

The litigation equalisation reserve caters for the cost of litigation arising from some of the Authority's decisions being appealed to the Appeal Panel or challenged in court. An annual transfer will be made from the cumulative fund to the litigation equalisation reserve or from the litigation equalisation reserve to the cumulative fund at the discretion of the Authority.

資本項目基金為用以支付發展經本局核准的資本項目成本。監管局每年會酌情自累積結餘中轉撥款項至資本項目基金，或由資本項目基金轉撥款項至累積結餘。

Capital project fund caters for the cost of capital projects, as approved by the Authority. Transfers will be made from the cumulative fund to the capital project fund or from the capital project fund to the cumulative fund at the discretion of the Authority.

截至 2004 年 3 月 31 日，資本項目基金包括預留作日後可能購置永久辦公室的款項 22,000,000 港元（2003：22,000,000 港元）。

Capital project fund balance at 31 March 2004 included an amount of HK\$22,000,000 (2003: HK\$22,000,000) which represents funds for the possible acquisition of permanent office accommodation in the future.

## 現金流量表

## CASH FLOW STATEMENT

| 截至 2004 年 3 月 31 日止年度 | for the year ended 31 March 2004                         | 2004<br>港元 HK\$ | 2003<br>港元 HK\$ |
|-----------------------|--|-----------------|-----------------|
| 營運活動的現金流量             | Cash flows from operating activities                     |                 |                 |
| 本年度盈餘 (虧損)            | Surplus (deficit) for the year                           | 686,692         | (2,604,576)     |
| 就下列各項作出調整：            | Adjustments for:   |                 |                 |
| 利息收入                  | Interest income  | (644,011)       | (1,972,355)     |
| 利息支付                  | Interest expense   | —               | 1,273,425       |
| 折舊費用                  | Depreciation   | 1,626,979       | 2,058,151       |
| 出售固定資產(盈餘)虧損及撇銷       | (Gain) loss on disposal of fixed assets                  | (1,951)         | 5,301           |
| 營運資金變動前之營運現金流量        | Operating cash flows before movements in working capital | 1,667,709       | (1,240,054)     |
| 應收及預付賬款及按金(增加)減少      | (Increase) decrease in debtors, prepayments and deposits | (999,009)       | 23,850          |
| 應付賬款及應計項目之(減少)增加      | (Decrease) increase in creditors and accruals            | (2,034,907)     | 817,368         |
| 遞延收入之增加(減少)           | Increase (decrease) in deferred income                   | 1,774,135       | (2,396,992)     |
| 已收牌照申請款項之增加(減少)       | Increase (decrease) in licence applications received     | 442,705         | (297,748)       |
| 營運資金流入(流出)淨額          | Net cash from (used in) operations                       | 850,633         | (3,093,576)     |
| 利息支付                  | Interest paid  | —               | (4,832,877)     |
| 營運活動的現金流入(流出)淨額       | Net cash from (used in) operating activities             | 850,633         | (7,926,453)     |
| 投資活動的現金流量             | Cash flows from investing activities                     |                 |                 |
| 購置固定資產                | Purchase of fixed assets                                 | (2,779,748)     | (745,769)       |
| 出售固定資產                | Sale of fixed assets                                     | —               | 1,000           |
| 已收利息                  | Interest received  | 771,488         | 2,137,938       |
| 投資活動的現金(流出)流入淨額       | Net cash (used in) from investing activities             | (2,008,260)     | 1,393,169       |
| 融資活動的現金流量             | Cash flows from financing activities                     |                 |                 |
| 償還政府的貸款               | Repayment of loan from government                        | —               | (28,000,000)    |
| 融資活動的現金流出淨額           | Net cash used in financing activities                    | —               | (28,000,000)    |
| 現金及現金等價物的減少           | Decrease in cash and cash equivalents                    | (1,157,627)     | (34,533,284)    |
| 於本年度初的現金及現金等價物        | Cash and cash equivalents at the beginning of the year   | 101,606,038     | 136,139,322     |
| 於本年度止的現金及現金等價物        | Cash and cash equivalents at the end of the year         | 100,448,411     | 101,606,038     |
| 現金及現金等價物的結餘分析：        | Analysis of balances of cash and cash equivalents:       |                 |                 |
| 銀行結存及現金               | Bank balances and cash                                   | 100,448,411     | 101,606,038     |

## 財務報表附註

截至 2004 年 3 月 31 日止年度

### 1. 簡介

地產代理監管局根據於1997年5月29日頒佈的《地產代理條例》成立。其主要功能為促進地產代理的職業操守，提高他們的專業水平，及簽發地產代理牌照。

### 2. 主要會計政策

本財務報表乃採用歷史成本常規法，並根據香港普遍採納的會計原則編制，以及符合香港會計師公會所發出的會計準則。主要會計政策如下：

#### 收入確認

牌照收入乃根據牌照期限以直線攤分法入賬。

考試收入乃根據考試日期入賬。

存款利息收入乃根據存款本金及存款利率，按日數比例計算入賬。

#### 固定資產

固定資產是按照成本減除累積折舊及確認減值虧損列賬。

出售與撇銷之固定資產所得的盈虧是固定資產銷售進賬與資產賬面金額的差額。此盈虧在收支結算表內確認為收入與支出。

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2004

### 1. General

The Authority was established with the principal functions of promoting integrity and competence of estate agents and issuing estate agents' licenses under the Estate Agents Ordinance dated 29 May 1997 (date of enactment).

### 2. Significant accounting policies

The financial statements have been prepared under the historical cost convention and in accordance with accounting principles generally accepted in Hong Kong and comply with accounting standards issued by the Hong Kong Society of Accountants. The principal accounting policies adopted are as follows:

#### Income recognition

Income from issuing licenses is recognised on a straight line basis over the life of the licence.

Income from examinations is recognised on the date of the examination.

Interest income is accrued on a time proportion basis on the principal amounts outstanding and at the interest rates applicable.

#### Fixed assets

Fixed assets are stated at cost less accumulated depreciation and any identified impairment losses.

The gain or loss arising from disposal or retirement of an asset is determined as the difference between the sale proceeds and the carrying amount of the asset and is recognised in the statement of income and expenditure.

## 財務報表附註

## NOTES TO THE FINANCIAL STATEMENTS

固定資產折舊之計算是按照其成本扣除累積虧損及累積減值虧損以估計之使用年限及直線法攤銷其成本，計算年率如下：

Depreciation and amortisation are provided to write off the cost of items of fixed assets over their estimated useful lives, using the straight line method, at the following rates per annum:

|       |                        |                        |  |
|-------|------------------------|------------------------|--|
| 辦公室裝修 | 20% 或根據租約年期<br>(如少於五年) | Leasehold improvements | 20% or over the period of the<br>lease term if it is less than 5 years |
| 汽車    | 30%                    | Motor vehicles         | 30%  |
| 傢具及裝置 | 20%                    | Furniture and fixtures | 20%  |
| 器材    | 20%                    | Equipment              | 20%  |
| 電腦軟件  | 30%                    | Computer software      | 30%  |

**減值**

監管局會於每個結算日評檢其有形與無形資產的賬面值，以釐訂有否任何顯示該等資產已出現減值虧損。倘估計資產之可收回價值低於其賬面值，則有關資產之賬面值乃扣減至其可收回價值。減值虧損即時確認為開支。

**Impairment**

At each balance sheet date, the Authority reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised as an expense immediately.

倘減值虧損隨後回轉，則資產之賬面值將增加至其可收回價值之修訂估值，惟所增加之賬面值不得超過該資產於過往年度並無出現虧損之賬面值。所回轉之減值虧損即時確認為收入。

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income immediately.

**營業租約**

營業租約所付的租金，以直線法按有關租約內的租賃期在收支結算表計算。

**Operating leases**

Rental payables under operating leases are charged to the statement of income and expenditure on a straight line basis over the terms of the relevant leases.



## 財務報表附註

**僱員福利****(一) 僱員休假權利**

僱員累計年假依應計原則確認。

僱員在截至結算日止因服務年期所得之年假權利產生之估計負債已作出撥備。

**(二) 僱員福利—公積金保障**

監管局提供一香港強制性公積金計劃。此計劃的資產是由獨立受託人以管理基金形式保管。監管局及其僱員每月均需繳納相等於僱員 5% 的薪金或以港幣一千元為上限的供款。本局之供款以產生時在收支結算表內確認為支出。

**3. 資本項目支出****(a) 地產代理證**

此項目包括首年開辦及項目擴展的費用。地產代理證能提供統一的身份識別證明，讓公眾易於辨識持牌人。

**(b) 查詢持牌地產代理電話系統**

此項目用以開發一套電話系統，使公眾祇需致電系統熱線便能查核持牌地產代理的有關資料。

**4. 稅項**

根據香港稅務條例第 87 節，地產代理監管局獲稅務局豁免繳納香港利得稅項。

## NOTES TO THE FINANCIAL STATEMENTS

**Employee benefits****(i) Employee leave entitlements**

Employee entitlements to annual leave are recognised when they accrue to employees.

A provision is made for the estimated liability for annual leave as a result of services rendered by employees up to the balance sheet date.

**(ii) Employee benefits - provident fund obligations**

The Authority operates a mandatory provident fund scheme ("MPF scheme") in Hong Kong. The assets of the MPF scheme are held in a separate trustee - administered fund. Both the Authority and the employees are required to contribute 5% of the employee's relevant income up to a maximum of HK\$1,000 per employee per month. The Authority's contributions to the MPF scheme are expensed as incurred.

**3. Capital project expenditure****(a) Licensee identity card**

The start up and project enhancement cost for the first year of operations of the licensee identity card project, which provides identity cards to all individual licensees as a uniform and easy means of identification.

**(b) Licensee listing telephone enquiry system**

The cost incurred for a project to develop a system to enable the general public to gain access to relevant information of licensees by way of telephone.

**4. Taxation**

The Authority is exempt from Hong Kong Profits Tax under Section 87 of the Inland Revenue Ordinance.

## 財務報表附註

## NOTES TO THE FINANCIAL STATEMENTS

## 5. 固定資產

## 5. Fixed assets

|                     |                        | 辦公室裝修<br>Leasehold<br>improvements | 汽車<br>Motor<br>vehicles | 傢具及裝置<br>Furniture<br>& fixtures | 器材<br>Equipment | 電腦軟件<br>Computer<br>software | 總計<br>Total |
|---------------------|------------------------|------------------------------------|-------------------------|----------------------------------|-----------------|------------------------------|-------------|
|                     |                        | 港元 HK\$                            | 港元 HK\$                 | 港元 HK\$                          | 港元 HK\$         | 港元 HK\$                      | 港元 HK\$     |
| <b>成本</b>           | <b>Cost</b>            |                                    |                         |                                  |                 |                              |             |
| 於 2003 年 4 月 1 日結餘  | At 1 April 2003        | 3,308,525                          | 424,724                 | 976,514                          | 3,587,977       | 1,535,762                    | 9,833,502   |
| 本期添置                | Additions              | 2,142,289                          | —                       | 326,067                          | 279,128         | 46,500                       | 2,793,984   |
| 註銷                  | Disposals              | (3,308,525)                        | —                       | (29,464)                         | (409,260)       | —                            | (3,747,249) |
| 於 2004 年 3 月 31 日結餘 | At 31 March 2004       | 2,142,289                          | 424,724                 | 1,273,117                        | 3,457,845       | 1,582,262                    | 8,880,237   |
| <b>折舊</b>           | <b>Depreciation</b>    |                                    |                         |                                  |                 |                              |             |
| 於 2003 年 4 月 1 日結餘  | At 1 April 2003        | 3,062,573                          | 409,732                 | 738,311                          | 2,452,106       | 950,338                      | 7,613,060   |
| 本期提撥                | Provided for the year  | 641,568                            | 14,992                  | 135,769                          | 566,449         | 268,201                      | 1,626,979   |
| 註銷                  | Disposals              | (3,308,525)                        | —                       | (29,267)                         | (397,172)       | —                            | (3,734,964) |
| 於 2004 年 3 月 31 日結餘 | At 31 March 2004       | 395,616                            | 424,724                 | 844,813                          | 2,621,383       | 1,218,539                    | 5,505,075   |
| <b>賬面淨值</b>         | <b>Net book values</b> |                                    |                         |                                  |                 |                              |             |
| 於 2004 年 3 月 31 日結餘 | At 31 March 2004       | 1,746,673                          | —                       | 428,304                          | 836,462         | 363,723                      | 3,375,162   |
| 於 2003 年 3 月 31 日結餘 | At 31 March 2003       | 245,952                            | 14,992                  | 238,203                          | 1,135,871       | 585,424                      | 2,220,442   |

## 6. 遞延收入

遞延收入指地產代理所繳交的牌照費用，此等費用根據其牌照有效期及本局的收入確認政策作遞延處理。

## 6. Deferred income

Deferred income represents licence fees received from estate agents for a validity period which are deferred according to the Authority's income recognition policy.

## 7. 已收牌照申請款項

此項目指由地產代理所繳交，但於資產負債表內的結賬日仍在處理的牌照申請款項。

## 7. Licence applications received

These represent monies paid by estate agents together with the application for the licences which were still being processed at the balance sheet date.

## 8. 主要非現金交易

監管局在本年度以舊換新形式出售面值為 14,236 港元之固定資產。

## 8. Major non-cash transactions

During the year, the Authority traded-in fixed assets with carrying value of HK\$14,236.

## 財務報表附註

## NOTES TO THE FINANCIAL STATEMENTS

## 9. 資本承擔

## 9. Capital commitments

|         |                                   | 2004             | 2003             |
|---------|-----------------------------------|------------------|------------------|
|         |                                   | 港元 HK\$          | 港元 HK\$          |
| 已簽約但未撥備 | Contracted but not provided for   | 12,181           | 1,250,856        |
| 已授權但未簽約 | Authorised but not contracted for | 3,910,284        | 3,200,000        |
|         |                                   | <u>3,922,465</u> | <u>4,450,856</u> |

## 10. 營業租約承擔

## 10. Operating lease commitments

於資產負債表結算日，監管局須於未來支付之最低及不可終止之土地及樓宇營業租約承擔如下：

At the balance sheet date, the Authority had commitments for future minimum lease payments under non-cancellable operating leases in respect of rented premises which fall due as follows:

|                    |                                       | 2004             | 2003             |
|--------------------|---------------------------------------|------------------|------------------|
|                    |                                       | 港元 HK\$          | 港元 HK\$          |
| 一年內                | Within one year                       | 1,083,456        | 1,631,046        |
| 第二年至第五年內(首尾兩年包括在內) | In the second to fifth year inclusive | 1,926,144        | —                |
|                    |                                       | <u>3,009,600</u> | <u>1,631,046</u> |

租約應付款為本局辦事處之應付租金。  
租約平均議定期為三年。

Operating lease payments represent rentals payable by the Authority for certain of its office premises. Leases are negotiated for an average term of three years.