

Our reference 本署檔號 :

(60) in EMSD/LESD 7-2/4

Your reference 來函檔號 :

Telephone 電話號碼: (852) 2808 3861

Facsimile 圖文傳真: (852) 2504 5970

11 April 2008

To: All Registered Lift/Escalator Contractors

Dear Sirs,

Circular No. 4/2008

Electronic Submissions through Web-based Registration Services (WBRS)

Further to the briefing on 18 March 2008, I would like to remind you that before signing electronically the statutory forms, please check that the details of the statutory forms, including the address of the building in which the lift/escalator is installed are correct. If the address is incorrect or required to be changed, please contact Mr. Steve WU at e-mail address: steve@emsd.gov.hk or tel. 2808 3243. Mr. WU would be happy to assist to solve all problem related with the WBRS.

Yours faithfully,



(G.M.W. CHUI)

for Director of Electrical and Mechanical Services