

終止作為有關建築物的啟德區域供冷服務獲准用戶申請表
Form for Application for Ceasing to be the Approved Consumer of
District Cooling Services for the Building at KTD

注意 Note: 請參閱夾附的「附註」及「個人資料私隱聲明」，並以正楷填寫各項資料。 Please read the "Notes" and the "Personal Data Privacy Statement" attached and complete all the items in block letters.	
致：機電工程署署長 To: The Director of Electrical & Mechanical Services	
帳戶號碼 Account No.	擬終止供冷日期 Intended Date of Termination of Services _____ / _____ / _____ 日 Day / 月 Month / 年 Year
_____	擬終止批准日期 (見附註 2) Intended Date of Cessation of Approval (See Note 2) _____ / _____ / _____ 日 Day / 月 Month / 年 Year
獲准用戶資料 Approved Consumer Information (請在適當空格加上✓號) (Please tick in the appropriate box)	
<input type="checkbox"/> *建築物的擁有人/佔用人 *Building Owner/Occupier	<input type="checkbox"/> 建築物的管理公司 Building Management Company
英文姓名/名稱 (請以正楷填寫) Name in English (in BLOCK letters)	*身份證/商業登記證號碼 *Identity Card/Business Registration Certificate Number
中文姓名/名稱 Name in Chinese	請附上副本以便核實 Please attach a copy for verification
供冷地址 Service Address	供冷地址的電話號碼 Service Address Tel. No.
郵寄地址 (如與供冷地址不同) Postal Address (if different from the Service Address)	聯絡人/手提電話/日間聯絡電話 Contact Person/Mobile/ Day-time Tel. No.
電郵地址 Email address	傳真號碼 Fax No.
*我/我們，即下開簽署人，為上述建築物的獲准用戶，現欲申請終止有關批准。 *I/We, the undersigned, being the approved consumer for the building stated above, hereby apply for cessation of such approval.	
獲准用戶姓名： Name of Approved Consumer: _____	日期： Date: _____
獲准用戶簽署及公司印鑑： Approved Consumer's Signature and Company Chop: _____	

附註

1. 可循以下途徑提交本申請表：
 - 甲) 將申請表傳真至2890 6081；或
 - 乙) 將申請表寄往九龍灣啟成街3號機電工程署總部
2. **《區域供冷服務條例》(第624章)**第9(2)條訂明，本申請須在本申請表上所填寫的擬終止批准日期前至少1個月之前提出。如你的申請在該日期前少於1個月之前提出，終止批准可能只會在本署收到你的申請1個月之後的某一日生效。
3. 通訊地址如有更改，應立即通知機電工程署。

Notes

1. This form can be submitted by:
 - a) faxing the form to 2890 6081; or
 - b) mailing the form to EMSD Headquarters, 3 Kai Shing Street, Kowloon Bay
2. As stipulated in section 9(2) of the District Cooling Services Ordinance (Chapter 624), this application must be made at least one month before the intended date of the cessation as stated in this application. If your application is made less than one month before such intended date, the cessation may only be allowed to take effect on a date until one month after our receipt of your application.
3. Any change of correspondence address should be reported to the Electrical and Mechanical Services Department immediately.

重要聲明

任何人士試圖向任何政府人員提供利益(按照香港法例第201章《防止賄賂條例》中對利益的定義)，以影響本申請的結果，即構成《防止賄賂條例》下的罪行，並導致有關申請無效，而機電工程署會把個案向廉政公署報告。如任何政府人員或其代理人就本申請向你索取利益，你應向廉政公署舉報(電話號碼：2526 6366)。

Important Disclaimer

"Any attempt to offer advantage (as defined in the Prevention of Bribery Ordinance ("POBO") (Chapter 201 of the Laws of Hong Kong)) to any Government officer with a view to influencing the outcome of this application constitutes an offence under the POBO and renders the application invalid. The case will be reported to the Independent Commission against Corruption. You should report to the ICAC (Telephone No.: 2526-6366) if any government officers or their agents solicits an advantage from you in relation to this application."

Personal Data Privacy Statement 個人資料私隱聲明

Purpose of Personal Data Collection 收集個人資料的目的

1. The personal data provided by means of this form will be used by the Government for the following purposes:

- (a) activities relating to the processing of the submission in this form;
- (b) activities relating to the requirements stipulated in the District Cooling Services Ordinance; and
- (c) facilitating communication between the Government and yourself.

在本表格所提供的個人資料，政府會用於下列目的：

- (a) 進行與處理在本表格所作呈交有關的工作；
- (b) 進行與《區域供冷服務條例》所訂規定有關的工作；以及
- (c) 方便政府與你通訊。

Classes of Transferees 受讓人的類別

2. Upon receipt of your information submission, all personal data collected in this form and all documents submitted along with this form will be kept at the Electrical and Mechanical Services Department and will be disclosed to the data users of the department.

當收到你所呈交的資料後，在本表格及隨本表格呈交的所有有關文件收集到的所有個人資料會備存於機電工程署，並會向部門的資料使用者披露。

3. The data collected and used by us may be transferred to agents and related companies for the purpose of offering services and products that may require.

本署收集及使用的資料，可能會轉交代理或關連公司，以便提供所需服務及產品。

Access to Personal Data 查閱個人資料

4. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22, and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

根據《個人資料(私隱)條例》第18及第22條，以及附表1第6原則的規定，你有權查閱及改正個人資料。你的查閱權包括索取在本表格所提供個人資料的副本。

Enquiries 查詢

5. Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be submitted in writing and addressed to the Director of Electrical and Mechanical Services, Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong. For other general enquiries, please dial the Citizen's Easy Link 1823.

任何關於本表格所收集個人資料的查詢，包括要求查閱及改正資料，請以書面形式向機電工程署署長提出，地址為：香港九龍啟成街3號機電工程署。至於其他一般查詢，請致電政府熱線1823。