

FORM LE25
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION
LIFTS AND ESCALATORS ORDINANCE, CHAPTER 618
APPLICATION FOR EXEMPTION

Please read the "Notes to Form LE25", complete the form in BLOCK LETTERS and enter ✓ in the appropriate box(es).

Date: _____
(dd/mm/yyyy)

To: The Director of Electrical and Mechanical Services

PART 1

Pursuant to section 148 of the Lifts and Escalators Ordinance ("the Ordinance"), I/we ^(Note 1) hereby apply in respect of *lift(s)/escalator(s)/person(s) as detailed in PART 3 for the following category of exemption(s) with the scope and nature described below:

- Exemption from *(please specify the section number(s))* _____
of Part 2 of the Ordinance;
- Exemption from *(please specify the section number(s))* _____
of Part 3 of the Ordinance;
- Exemption from complying with an order made under section 30 of the Ordinance;
- Exemption from complying with an order made under section 60 of the Ordinance;
- Exemption of a goods lift ^(Note 2) from all provisions of the Ordinance.

Scope and nature of the exemption being applied for *(please include information in supplementary page(s) as necessary)*:

PART 2

Justifications, including details of safety measures where applicable, in support of the exemption being sought *(please include information in supplementary page(s) as necessary)*:

PART 3

Details of the *lift/escalator ^(Note 3) in respect of which and person ^(Note 4) in respect of whom the exemption is being sought :

Contact details of the Applicant ^(Note 5) for the lift/escalator concerned ^(Note 1) :

(Name) _____

(Flat/Room) _____ (Floor) _____ (Block) _____

(Name of Building) _____

(Name of Estate) _____

(No. and Name of Street) _____

(District) _____

For any enquiries about this application, please contact (name & post) _____
on (telephone number) _____.

(Company Chop)

The Applicant ^(Note 5)

Notes:

- 1 Applicants are recommended to appoint a registered lift/escalator contractor (if applicable) to apply to the Director for the exemption(s) from the requirements of the Ordinance they intend to make.
- 2 The goods lift must be in full compliance with the Factories and Industrial Undertakings (Goods Lifts) Regulations, Cap 590, and that the goods lift is to be installed or was installed in a factory or an industrial undertaking.
- 3 Details of the lift/escalator in respect of which the exemption is being sought should include lift/escalator no., location, brand and model, specifications of the lift/escalator and other relevant information. The Applicant may use additional sheets of paper to provide the supplementary information.
- 4 Details of the person in respect of whom the exemption is being sought should include name, post and other relevant information.
- 5 Where the application is made by a registered lift contractor or a registered escalator contractor, the application should be signed by one of the authorized signatories of the company.
- 6 The Applicant should allow sufficient time for processing the application.
- 7 Application may be submitted electronically. For details, please refer to: <http://www.emsd.gov.hk/emsd>

* Delete whichever is not applicable.