

Integrated Building Rehabilitation Assistance Scheme



Application Form

(Applicable to Owners' Corporation / Owners' Organisation / Representatives of all owners to apply for the schemes below)

Operation Building Bright 2.0 (Applicable to Owner-Occupier)



Please read the respective **Application Notes and Notes for Filling in the Application form** before completing this Application form.

Please submit the completed Application Form with the required documents by hand or by post to Flat B, G/F, 777-783 Yu Chau West Street, Kowloon

Enquiry : 3188 1188

如欲索取中文版申請表格，請致電3188 1188

Operation Building Bright 2.0

Application Form of Subsidy for Owner-Occupiers

Notes for Filling in the Application Form

1. Before completing this application form, please refer to the **Application Notes** of Operation Building Bright 2.0 (For owner-occupiers) for application details. Please use the QR code on the right to enter the 'Building Rehabilitation Platform' for details.



2. **Eligibility**

Applicants must be owners of owner-occupied units in buildings which have been approved to join Operation Building Bright 2.0 (OBB 2.0), including buildings which have successfully obtained the 'Approval-in-Principle Letter' as Category 1 under OBB 2.0 or buildings which have been notified of the selection as Category 2 under OBB 2.0. Applicants must also meet the eligibility criteria of the scheme.

3. **The Operation Building Bright 2.0 subsidy for owner-occupiers is divided into two categories as follows:**

- **Category 1:**

Owners or owners' corporations intending to organize on their own the prescribed inspection and repair works involved for the common parts of their buildings in accordance with the requirements of the Mandatory Building Inspection Scheme (MBIS) .

- **Category 2:**

The Buildings Department (BD) will exercise its statutory power to appoint consultants and contractors based on risk assessment to carry out the necessary inspection and repair works on behalf of owners who fail to comply with the statutory notices under the MBIS.

- The scope of subsidy for the above two categories includes:

- prescribed inspection and repair works involving common parts;
- individual units or private areas of buildings with subsidized common parts, involving prescribed inspection and repair works of projections

4. Applicants of this Scheme must be registered owners of **domestic or composite buildings (commercial and residential buildings)** and **fulfill the following criteria.**

- a) The applicant must be a holder of a valid Hong Kong Identity Card;
- b) The domestic unit must be used by the applicant or his/her immediate family members for self-occupation;
- c) The applicant must not be concurrently a recipient of public housing benefits, subsidies or allowances (e.g. public rental housing tenancy or ownership of public housing with alienation restrictions (except for the buildings of Civil Servants' Co-operative Building Society)).

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5. Deadline for applications

a) Category 1 Buildings:

The applicant must submit the application form within two months from the date of issuance of the 'Approval-in-Principle Letter' of URA for OBB 2.0 to applicant's building; or within two months from the date of receipt of the first "Letter of Notification of Charges for Common Area Works in Buildings" issued by the owners' organisation, whichever is later.

b) Category 2 Buildings:

The applicant must submit the application form within six months from the date of the notification letter from the BD regarding the engagement of the consultant for inspection and supervision of repair works for the building concerned, or within two months from the date of the notification letter from the BD regarding the engagement of the contractor to carry out the repair works for the building concerned, whichever is later.

6. Amount of subsidy

a) Prescribed inspection and repair works for common parts:

Type of Owners	Amount of subsidy
Owner-occupiers aged under 60	80% of the unit's apportionment of the cost of the works, subject to a cap of HK\$40,000
Owner-occupiers aged 60 or above	The full amount of the unit's apportionment of the cost of the works, subject to a cap of HK\$50,000

Elderly owner-occupiers must be aged 60 or above (based on the date shown on the Hong Kong Identity Card) on or before the expiry date of the above application deadline.

b) Prescribed inspection and repair works involving projections from individual units or private areas:

Type of Owners	Amount of subsidy
Elderly owner-occupiers or owner-occupiers	50% of the cost of inspection and works, subject to a cap of HK\$6,000

7. For the methods of submitting the application form, please see Appendix 2.

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Important Notes

- i. Applicants **are not required** to pass the means test.
- ii. Disbursement of grants to owner-occupiers of **common parts** of buildings
The URA will disburse the subsidy to owner-occupiers in respect of **common parts** of the buildings directly to the owners' organisations of the buildings under application. Unless the owner-occupier of an individual unit makes a special application and can produce a certificate issued by the owners' organisation confirming that the applicant has already paid the unit's apportionment of the cost of inspection and repair of the common parts, the URA will not disburse the subsidy directly to individual applicants.
- iii. Disbursement of Subsidy for Owner-occupiers of **Individual Units or Private Areas**
The URA will disburse the subsidy directly to the owner-occupier who applies for the subsidy in respect of individual units or private areas.
- iv. Applicants are required to provide the following supporting documents when submitting the application form:
 - ✓ A copy of the applicant's Hong Kong Identity Card;
 - ✓ A copy of the latest bill of rates and government rent of the self-occupied unit; and
 - ✓ Documentary proof of the use of the unit for self-occupation (e.g. copy of water, electricity and gas bills).
- v. For details of the application for subsidy for owner-occupiers, please refer to the Application Notes of the Scheme.

This application form does not provide for the applications for 'Subsidy for elderly owner-occupiers' under the 'Building Maintenance Grant Scheme for Needy Owners' and 'Lift Modernisation Subsidy Scheme'. For enquiries related to these applications, please call the Building Rehabilitation Assistance Scheme Hotline at 3188 1188 or use the QR code on the right to obtain the relevant application forms.



Operation Building Bright 2.0
Application Form of Subsidy for Owner-Occupiers

Part I : Property information for owner-occupiers			
Building Application No. / Reference No.: (Please refer to the Notice of Application for 'Subsidy for Owner-Occupier')			
Invitation Code			
Application Deadline: (Please refer to the Notice of Application for 'Subsidy for Owner-Occupier')		Y	M D
Hong Kong / Kowloon / New Territories		District :	
Street Name & No.		Building / Estate :	
Unit Information			
Block:	Floor:	Unit:	
Part II : Applicant Information (must be a registered owner)			
Applicants must fill in the information, if there are more than two applicants, please attach a separate sheet.			
	Applicant (1)	Applicant (2)	
Name:			
H.K.I.D. No.			
Date of Birth:	Y M D	Y M D	
Hong Kong mobile phone no. (must be provided to receive SMS)			
Email address (if applicable)			
Correspondence address (if different from Part I address)			
Other contact person (if applicable)	Name:	Tel:	Relationship:

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Part III : Application for Subsidy Schemes		
Property use (please add <input checked="" type="checkbox"/> to the right box):		
	Whether the property in Part I is used by the applicant or his/her immediate family members for <u>self-occupation</u> . (Immediate family members are limited to the applicant's legal spouse, parents, children, step-children, dependent siblings, dependent grandparents or maternal grandparents, grandchildren or maternal grandchildren, step-parents and parents or step-parents of the spouse.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application for Subsidy Scheme (Please add <input checked="" type="checkbox"/> to the right box):		
1)	Application of Subsidy for Owner-Occupier or Subsidy for Elderly Owner-Occupier for prescribed inspections and repair works involving common parts	<input type="checkbox"/> Yes
2)	Application of Subsidy for Owner-Occupier for prescribed inspection and repair works involving projections in individual units or private areas of buildings receiving subsidy for common parts	<input type="checkbox"/> Yes
Application for other subsidy scheme apart from this Scheme:		
If the grants received under items 1) and 2) above are not sufficient to cover the relevant inspection and works costs, and the applicant needs to apply for other subsidy as follows, please add <input checked="" type="checkbox"/> to the relevant scheme		
i)	URA's 'Building Maintenance Grant Scheme for Needy Owners' (Subject to the means test)	<input type="checkbox"/> Required URA staff will follow up on the application and ask for supplementary documents.
ii)	Buildings Department's 'Building Safety Loan Scheme' (Loan repayment required)	<input type="checkbox"/> Required Please complete (Appendix 1) The URA will refer the application to the Buildings Department.

Operation Building Bright 2.0 Application Form of Subsidy for Owner-Occupiers

Part IV : Declaration and Authorizations

(I) Declaration of the Applicant

Please read the following carefully and sign after understanding and agreeing to its contents.

In relation to my / our application to the Urban Renewal Authority (hereinafter referred to as 'URA') for the subsidy scheme(s) specified in Part III of this Form, I / we hereby declare the following:

1. I/We understand the contents of this application form, the subsidy scheme under application and the relevant contents for application, and confirm that all the information and supporting documents provided by me/us in this application form (including all appendices) are true and correct.
2. I/We understand and fully agree to abide by the terms and conditions of application and the requirements of the subsidy scheme under application.
3. I/We agree that the URA has the right to process and approve my/ our application for the subsidy scheme and the URA has the right to request me/us to submit additional information or documents required and to sign the relevant documents (including undertaking). I/We will notify the URA in writing immediately of any changes to the information provided in this application form (including the information of my/our family member(s)) after I/we have submitted this application form.
4. I/We understand that the submission of this application form does not constitute any guarantee or undertaking by the URA that all applications will ultimately be approved and every subsidy scheme will be subject to their respective terms and conditions of approval and requirements. The URA's decision on this application shall be final and the URA reserves the right to adjust the amount available or approved or not to accept this application at any stage without giving any reason and without incurring any liability to any person.
5. I/We agree and authorize the URA to use the information of the application form for the purposes set out in Part V and to provide the information to the third parties mentioned in Part V.
6. I/We agree that if necessary, URA may arrange for an inspection of the property under application by the URA's staff and/or representatives to assess the condition of it. I/We agree that the URA may disclose the information to the public about the subsidy under this application and about the repair works, and publish such information in the URA's promotional publications or use it in other publicity channels. I/We agree to provide appropriate assistance to the URA in connection with the relevant promotional activities
7. I/We undertake to comply with all applicable laws (including the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region), regulations and by-laws of Hong Kong.

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(II) Authorisation of Applicant

I/We agree to provide all necessary information to the URA and/or the BD in connection with each of the applications in this application form.

I/We unconditionally approve, fully agree and irrevocably authorise the URA and the BD respectively to make enquiries, verify, obtain or provide my/our personal data or records or information on the status of my/our application to any government departments/public organisations/relevant owners' corporations or applicant's representatives */ my/our family members in connection with the aforesaid application for the purpose of processing the aforesaid application and verifying my/our eligibility for the application by the URA and/or the BD.

I/We also agree to and authorise the URA and the BD respectively to disclose my/our personal data or records to the Land Registry and to check the information of the properties in Hong Kong which I/we have owned and currently own for the purpose of the URA's and/or the BD's recovery of any outstanding loans/subsidies/grants which I/we may have owed to the URA and/or the BD, irrespective of whether or not the URA and/or the BD has obtained the Court's judgment of such outstanding loans/ grants/ subsidies.

* Applicant's representative means not less than two authorized representatives of the management committee of an owners' corporation or manager authorized in the owners' meeting to apply for Operation Building Bright 2.0 on behalf of the owners and to sign the relevant documents in respect of a building/estate without an owners' corporation.

I/We have read the Applicant's Declaration in Part IV(I) and the Applicant's Authorisation in Part IV(II) and confirmed that I/we understand and agree to the contents thereof.

(All applicants must sign. If there are more than 2 applicants, please attach a separate sheet to the application form.)

Applicant (1)

Name	Signature

Applicant (2) / Joint Owner

Name	Signature

Date : _____

Operation Building Bright 2.0 Application Form of Subsidy for Owner-Occupiers

Points to be noted :

1. Please confirm any amendments, deletions or obliteration by signing next to it.
2. Willful misrepresentation or omission of information will render the application disqualified. Please note that obtaining pecuniary advantage by deception is a **criminal offence**.
3. In the case of a company applicant, the application shall be signed by its authorised person and affixed with the company chop.
4. The URA / BD reserves the right to adjust the amount available or approved or to reject this application at any stage without giving any reason.

Part V : The Statement of Personal Data Collection

Purpose of collection of personal data (in the case of personal data, collection thereof is necessary or authorised under the Personal Data (Privacy) Ordinance)

The personal data provided by the applicant will be used by the Urban Renewal Authority/Buildings Department for the following and related purposes.

1. Processing and approving eligibility for applications under the relevant scheme or for other uses related to the approval of the applications;
2. Promoting and implementing the relevant scheme or providing information or services in relation to the relevant scheme;
3. Conducting market research on the relevant scheme; or
4. Conducting research on building maintenance in Hong Kong.

The provision of personal data by applicants to the URA/BD is voluntary. If the applicant fails to provide sufficient personal data, the URA/BD may not be able to process the application and the application may be cancelled accordingly. Please ensure that all information provided is accurate and notify the URA/BD in writing immediately of any change of information.

Transfer of Personal Data

The personal data provided by the applicant will be made available to the following parties as required.

1. Any third party providing services under the “Integrated Building Rehabilitation Assistance Scheme”;
2. Government departments, including but not limited to the Development Bureau, Security Bureau, Transport and Logistics Bureau, Housing Bureau, Buildings Department, Fire Services Department and Electrical and Mechanical Services Department;
3. Law enforcement agencies, including but not limited to the Independent Commission Against Corruption, the Hong Kong Police Force and the Competition Commission;

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4. Public bodies, including but not limited to the Hong Kong Housing Society, CLP Power Hong Kong Limited, HK Electric Investments Limited, etc;
5. Professional institutes and academic groups; or
6. Organisations/persons to whom the applicant has given consent or authorisation to provide information.

Access to Personal Data

The applicant has the right to access and correct his/her personal data kept by the URA /BD and to obtain a copy of the data file upon payment of a fee.

Personal Data Access Enquiry

For enquiries regarding the collection of personal data by the URA, including requests for access, correction or any other matters mentioned above, please contact the following, whose contact details and address are set out below:

General Manager (Building Rehabilitation)
Urban Renewal Authority
Unit B, G/F, 777-783 Yu Chau West Street, Kowloon
Tel: 2588 2333 Fax: 2588 2542

Points to be Noted:

1. The URA/BD are public body/government department under the regulation of the Independent Commission Against Corruption and the Office of The Ombudsman.
2. The URA/BD are public body/government department prescribed under the Prevention of Bribery Ordinance. Staff of the URA/ BD are subject to the Prevention of Bribery Ordinance and are not allowed to solicit or accept any pecuniary or other form of advantage from clients, contractors, suppliers or any other persons.
3. The application form and its contents are not legally binding on the URA/BD. The URA/BD will not be liable to any person for any loss arising from reliance on any information contained in this application form.
4. The URA/BD reserves the right to modify the above contents without notice and the online version shall prevail. For the latest version, please visit the website of the 'Building Rehabilitation Platform' (www.brplatform.org.hk) or call the URA's Building Rehabilitation Assistance Scheme hotline at 3188 1188 or visit our office for enquiry.

Operation Building Bright 2.0
Application Form of Subsidy for Owner-Occupiers
 Additional Applications **Supplementary Information on**
“Building Safety Loan Scheme” of Buildings Department

Appendix 1

For details of the ‘Building Safety Loan Scheme’ of Buildings Department, please refer to the ‘Notes on Building Loans’ by using the QR code on the right.



1) For company applicants, please provide the following information:

Company Name:			
Company Number:		Business Registration No.:	
Contact Person’s Name:	Mobile No. / Contact No.:		
Email Address:			
Correspondence Address:	<input type="checkbox"/> same as the address in Part I of the Application Form, or:		

The application should be signed by a person authorised by the company and stamped affixed with the company's seal.

2) Application Amount \$ _____

3) Repayment of Loan

Buildings Department’s “Building Safety Loan Scheme” (Choose either (a) or (b) only)

a. Application for a **low-interest loan under the “Building Safety Loan Scheme” of the Buildings Department** with a maximum repayment period of 36 months

If you apply for a shorter repayment period, please specify: _____ months

b. Application for **interest-free loan under the “Building Safety Loan Scheme” of the Buildings Department** with a maximum repayment period of 72 months

(Applicants should meet the asset and income limits, please refer to the ‘Notes on Building Loans’ and complete items 4 and 5 below - Applicant’s Income/Asset)

If applying for a shorter repayment period, please specify: _____ months

(This is not applicable to company applicants. The approved loan amount will be grossed up by a fee of \$530 for registration with the Land Registry, which will be deducted from the first instalment of the loan.)

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 Additional Applications **Supplementary Information on**
“Building Safety Loan Scheme” of Buildings Department

Appendix 1

4) Applicant's Income/Assets (Applicable to interest-free loan in (3)(b) above only)

(a) whether the applicant is an undischarged bankrupt:

- No Yes (Please do not fill in the rest of this Appendix)

(b) Whether the applicant is currently receiving the following allowances (if yes, please attach relevant proof).

Comprehensive Social Security Assistance

Elderly persons aged 65 or above living in the same household; or persons living in the same household who are certified by a medical practitioner of a public hospital or clinic to be disabled or in ill-health; or no able-bodied adult under the age of 50 living in the same household.

Old Age Living Allowance

Disability Allowance

The following form is for applicants applying for interest-free loans under the Building Safety Loan Scheme:

Name	Relation-ship	Monthly Income	Total Asset Value
Applicant _____	/	HK\$ _____	HK\$ _____
Spouse _____	/	HK\$ _____	HK\$ _____
Other family members living in the same household			
1.		HK\$ _____	HK \$ _____
2.		HK \$ _____	HK \$ _____

5) Is there any mortgage facility for the property involved in the loan application?

- No Yes (The monthly mortgage repayment amount is HK\$ _____)

Method of Submitting Application Forms

Appendix 2

1. Application forms can be submitted in person or by mail to the office of the Building Rehabilitation Division of the Urban Renewal Authority

URA Rehabilitation Cheung Sha Wan Office

Address: Unit B, G/F, 777-783 Yu Chau West Street, Kowloon (Lai Chi Kok station exit B1)	Office hours: Monday to Friday 9:00 a.m - 5:30 p.m. (Saturday and Public Holidays - Closed)
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The map illustrates the location of the URA Rehabilitation Cheung Sha Wan Office. The office is situated at the intersection of King Lam Street and Wing Hong Street. The Wing Hong Factory Building is located at the corner of Wing Hong Street and Castle Peak Road. The map also shows the MTR Lai Chi Kok Station Exit B1, which is accessible via a red dotted line. Other streets shown include Tai Nan West Street, Yu Chau West Street, and Cheung Sha Wan Road. A QR code is provided for more information.

2. Website Application Information

BR Platform Website		https://www.brplatform.org.hk
e-Application		https://www.brplatform.org.hk/tc/e-application