

**REPRESENTATION RELATING TO
DRAFT PLAN UNDER SECTION 6(1) OF
THE TOWN PLANNING ORDINANCE (CAP. 131)**

根據《城市規劃條例》（第 131 章）
第 6(1) 條就草圖作出申述

For Official Use Only 請勿填寫此欄	Reference No. 檔案編號	
	Date Received 收到日期	

- The representation should be made to the Town Planning Board (the Board) before the expiry of the specified plan exhibition period. The completed form and supporting documents (if any) should be sent to the Secretary, Town Planning Board, 15/F., North Point Government Offices, 333 Java Road, North Point, Hong Kong.
申述必須於指定的圖則展示期限屆滿前向城市規劃委員會（下稱「委員會」）提出，填妥的表格及支持有關申述的文件（倘有），必須送交香港北角渣華道 333 號北角政府合署 15 樓城市規劃委員會秘書收。
- Please read the “Town Planning Board Guidelines on Submission and Publication of Representations, Comments on Representations and Further Representations” before you fill in this form. The Guidelines can be obtained from the Secretariat of the Board (15/F., North Point Government Offices, 333 Java Road, North Point, Hong Kong - Tel.: 2231 4810 or 2231 4835) and the Planning Enquiry Counters of the Planning Department (Hotline: 2231 5000) (17/F., North Point Government Offices, 333 Java Road, North Point, Hong Kong and 14/F., Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories), or downloaded from the Board’s website at <http://www.info.gov.hk/tpb/>.
填寫此表格之前，請先細閱有關「根據城市規劃條例提交及公布申述、對申述的意見及進一步申述」的城市規劃委員會規劃指引。這份指引可向委員會秘書處（香港北角渣華道 333 號北角政府合署 15 樓 - 電話：2231 4810 或 2231 4835）及規劃署的規劃資料查詢處（熱線：2231 5000）（香港北角渣華道 333 號北角政府合署 17 樓及新界沙田上禾輦路 1 號沙田政府合署 14 樓）索取，亦可從委員會的網頁下載（網址：<http://www.info.gov.hk/tpb/>）。
- This form can be downloaded from the Board’s website, and obtained from the Secretariat of the Board and the Planning Enquiry Counters of the Planning Department. The form should be typed or completed in block letters, preferably in both English and Chinese. The representation may be treated as not having been made if the required information is not provided.
此表格可從委員會的網頁下載，亦可向委員會秘書處及規劃署的規劃資料查詢處索取。提出申述的人士須以打印方式或以正楷填寫表格，填寫的資料宜中英文兼備。倘若未能提供所需資料，則委員會可把有關申述視為不曾提出論。

1. Person Making This Representation (known as “Representer” hereafter) 提出此宗申述的人士（下稱「申述人」）

Name 姓名/名稱 (Mr./Mrs./Miss/Ms./Company/Organization* 先生/夫人/小姐/女士/公司/機構*)

2. Authorized Agent (if applicable) 獲授權代理人 (如適用)

Name 姓名/名稱 (Mr./Mrs./Miss/Ms./Company/Organization* 先生/夫人/小姐/女士/公司/機構*)

3. Details of the Representation 申述詳情

Draft plan to which the representation relates
與申述相關的草圖

* Delete as appropriate * 請刪去不適用者
Please fill “NA” for inapplicable item 請在不適用的項目填寫「不適用」

3. Details of the Representation (Continued) (use separate sheet if necessary)

申述詳情(續)(如有需要,請另頁說明)

Nature of and reasons for the representation 申述的性質及理由

Subject matters [@] 有關事項 [@]	Are you supporting or opposing the subject matter? 你支持還是反對有關事項?	Reasons 理由
	<input type="checkbox"/> support 支持 <input type="checkbox"/> oppose 反對	
	<input type="checkbox"/> support 支持 <input type="checkbox"/> oppose 反對	
	<input type="checkbox"/> support 支持 <input type="checkbox"/> oppose 反對	

Any proposed amendments to the draft plan? If yes, please specify the details.

對草圖是否有任何擬議修訂? 如有的話,請註明詳情。

[@] Please describe the particular matter in the plan to which the representation relates. Where the representation relates to an amendment to a plan, please specify the amendment item number provided in the Schedule of Amendments.
請形容圖則內與申述相關的指定事項。如申述與圖則的修訂有關,請註明在修訂項目附表內的修訂項目編號。

Please fill "NA" for inapplicable item 請在不適用的項目填寫「不適用」
「✓」 at the appropriate box 請在適當的方格內加上「✓」號

4. Plans, Drawings and Documents 圖則、繪圖及文件

Please list location plans, sites plans, other relevant plans, drawings and other documents submitted with the representation. For coloured drawings/plans or plans/drawings larger than A3 size, 90 copies each should be provided. For other supplementary documents, e.g. reports on impact assessment, 90 copies each should be submitted.

請列明連同申述一併遞交的位置圖、地盤平面圖、其他相關圖則、繪圖及其他文件。倘有圖則/繪圖為彩圖或超過A3大小，須一式90份。至於其他補充文件（例如：影響評估報告），則須一式90份。

.....

5. Signature 簽署

Signature
 簽署

.....

“Representer” /Authorized Agent*
 「申述人」/ 獲授權代理人 *

.....

Name in Block Letters 姓名（以正楷填寫）

.....

Position (if applicable) 職位（如適用）

Professional

Qualification(s) 專業資格

Member 會員 / Fellow 資深會員 * of

☐ HKIP ☐ HKIA ☐ HKIS ☐ HKIE ☐ HKILA

Others 其他

on behalf of
 代表

.....

Company/Organization Name and Chop (if applicable)
 公司 / 機構名稱及蓋章（如適用）

Date

日期

Statement on Personal Data 個人資料的聲明

1. The personal data submitted to the Board in this representation will be used by the Secretary of the Board and Government departments for the following purposes:

- (a) the processing of this representation which includes making available the name of the “representer” for public inspection when making available this representation for public inspection; and
 - (b) facilitating communication between the “representer” and the Secretary of the Board/Government departments
- in accordance with the provisions of the Town Planning Ordinance and the relevant Town Planning Board Guidelines.

委員會就這宗申述所收到的個人資料會交給委員會秘書及政府部門，以根據《城市規劃條例》及相關的城市規劃委員會規劃指引的規定作以下用途：

- (a) 處理這宗申述，包括公布這宗申述供公眾查閱，同時公布「申述人」的姓名供公眾查閱；以及
- (b) 方便「申述人」與委員會秘書及政府部門之間進行聯絡。

2. The personal data provided by the “representer” in this representation may also be disclosed to other persons for the purposes mentioned in paragraph 1 above.

「申述人」就這宗申述提供的個人資料，或亦會向其他人士披露，以作上述第 1 段提及的用途。

3. A “representer” has a right of access and correction with respect to his/her personal data as provided under the Personal Data (Privacy) Ordinance (Cap. 486). Request for personal data access and correction should be addressed to the Secretary of the Board at 15/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong.

根據《個人資料（私隱）條例》（第 486 章）的規定，「申述人」有權查閱及更正其個人資料。如欲查閱及更正個人資料，應向委員會秘書提出有關要求，其地址為香港北角渣華道 333 號北角政府合署 15 樓。

* Delete as appropriate

Please fill “NA” for inapplicable item

「✓」 at the appropriate box

* 請刪去不適用者

請在不適用的項目填寫「不適用」

請在適當的方格內加上「✓」號

(This part will not be made available for public inspection)
(這部分不會公開予公眾查閱)

Particulars of “Representer” and Authorized Agent
「申述人」及獲授權代理人的詳細資料

1. “Representer” 「申述人」	
Identity Document/Business Registration Certificate#/Certificate of Incorporation* No. 身分證明文件/商業登記證#/公司註冊證* 號碼	
Postal Address 通訊地址	
Tel. No. 電話號碼	Fax. No. 圖文傳真號碼
E-mail Address 電郵地址	
Contact Person 聯絡人 (only for company 只適用於公司)	
Name 姓名 (Mr./Mrs./Miss/Ms.* 先生/夫人/小姐/女士*)	
Position in company 公司職位	

2. Authorized Agent (if applicable) 獲授權代理人 (如適用)	
Identity Document/Business Registration Certificate#/Certificate of Incorporation* No. 身分證明文件/商業登記證#/公司註冊證* 號碼	
Postal Address 通訊地址	
Tel. No. 電話號碼	Fax. No. 圖文傳真號碼
E-mail Address 電郵地址	
Contact Person 聯絡人 (only for company 只適用於公司)	
Name 姓名 (Mr./Mrs./Miss/Ms.* 先生/夫人/小姐/女士*)	
Position in company 公司職位	

<p style="text-align: center;">Statement on Personal Data 個人資料的聲明</p> <p>1. The personal data submitted to the Board in this representation will be used by the Secretary of the Board and Government departments for the following purposes:</p> <p>(a) the processing of this representation which includes making available the name of the “representer” for public inspection when making available this representation for public inspection; and</p> <p>(b) facilitating communication between the “representer” and the Secretary of the Board/Government departments in accordance with the provisions of the Town Planning Ordinance and the relevant Town Planning Board Guidelines.</p> <p>委員會就這宗申述所收到的個人資料會交給委員會秘書及政府部門，以根據《城市規劃條例》及相關的城市規劃委員會規劃指引的規定作以下用途：</p> <p>(a) 處理這宗申述，包括公布這宗申述供公眾查閱，同時公布「申述人」的姓名供公眾查閱；以及</p> <p>(b) 方便「申述人」與委員會秘書及政府部門之間進行聯絡。</p> <p>2. The personal data provided by the “representer” in this representation may also be disclosed to other persons for the purposes mentioned in paragraph 1 above.</p> <p>「申述人」就這宗申述提供的個人資料，或亦會向其他人士披露，以作上述第 1 段提及的用途。</p> <p>3. A “representer” has a right of access and correction with respect to his/her personal data as provided under the Personal Data (Privacy) Ordinance (Cap. 486). Request for personal data access and correction should be addressed to the Secretary of the Board at 15/F., North Point Government Offices, 333 Java Road, North Point, Hong Kong.</p> <p>根據《個人資料（私隱）條例》（第 486 章）的規定，「申述人」有權查閱及更正其個人資料。如欲查閱及更正個人資料，應向委員會秘書提出有關要求，其地址為香港北角渣華道 333 號北角政府合署 15 樓。</p>
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Please provide “Certificate of Incorporation No.” instead of “Business Registration Certificate No.” if the subject is a “limited company”.
如單位屬「有限公司」，請提供「公司註冊證號碼」，而不是「商業登記證號碼」。

* Delete as appropriate

Please fill “NA” for inapplicable item

* 請刪去不適用者

請在不適用的項目填寫「不適用」