

LAND REGISTRY IRIS ONLINE SERVICES  
土地註冊處「綜合註冊資訊系統」網上服務

Autopay Facility for Payment of IRIS Online Services Fees  
利用自動轉賬系統繳交「綜合註冊資訊系統」網上服務費

Important Notes

- (1) For payment made by direct bank debit, no receipts will be issued by the Land Registry.
- (2) IRIS Online Services Subscribers are responsible for notifying the Land Registry of any change which invalidates the direct debit authorisation.
- (3) Please complete this direct debit authorisation and return it to the Land Registry.
- (4) For enquiries on completion of the Direct Debit Authorization, please call our Customer Service Hotline at 3105 0000.

注意事項

- (1) 以銀行直接付款方式繳費，土地註冊處將不發收據。
- (2) 如有任何變更令這份直接付款授權書失效，「綜合註冊資訊系統」網上服務的登記用戶須通知土地註冊處。
- (3) 請填妥這份直接付款授權書，並交回土地註冊處。
- (4) 如有任何查詢，請致電我們的客戶服務熱線 3105 0000。

Please tear off here 請沿虛線撕下



DIRECT DEBIT AUTHORISATION 直接付款授權書

Date 日期 \_\_\_\_\_

Name of Party to be Credited ( <i>The Beneficiary</i> ) 收款之一方 (受益人)	Bank No. 銀行編號	Branch No. 分行編號	Account No. 賬戶號碼
THE LAND REGISTRY	0   0   4	6   0   0	8   8   0   2   1   5   0   0   1

I/We hereby authorise my/our below named Bank to effect transfers from my/our account to that of the above named beneficiary in accordance with such instructions as my/our Bank may receive from the beneficiary and/or its banker from time to time.

I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us.

I/We jointly and severally accept full responsibility for any overdraft (or increase in existing overdraft) on my/our account which may arise as a result of any such transfer(s).

I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorised, my/our Bank shall be entitled, at its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorisation at any time on one week's written notice.

This authorisation shall have effect until further notice.

I/We agree that any notice of cancellation or variation of this authorisation which I/We may give to my/our Bank shall be given at least two working days prior to the date on which such cancellation/variation is to take effect.

I/We have read and understand the "Personal Information Collection Statement" printed overleaf.

本人/吾等現授權本人/吾等之下述銀行，(根據受益人或其往來銀行不時給予本人/吾等銀行之指示)自本人/吾等之賬戶內轉賬予上述受益人。

本人/吾等同意本人/吾等之銀行毋須證實該等轉賬通知是否已交予本人/吾等。

如因該等轉賬而令本人/吾等之賬戶出現透支(或令現時之透支增加)，本人/吾等願共同及各別承擔全部責任。

本人/吾等同意本人/吾等之賬戶並無足夠款項支付該等授權轉賬，本人/吾等之銀行有權不予轉賬，且銀行可收取慣常之收費，並可隨時以一星期書面通知取消。本授權書。本授權書將繼續生效直至另行通知為止。

本人/吾等同意，本人/吾等取消或更改本授權書之任何通知，須於取消/更改生效日最少兩個工作天之前交予本人/吾等之銀行。

本人/吾等已閱讀及明瞭背頁的「收集個人資料聲明」。

My/Our Bank Name and Branch 本人/吾等之銀行及分行之名稱	Bank No. 銀行編號	Branch No. 分行編號	My/Our Account No. 本人/吾等之賬戶號碼
#My/Our Name(s) recorded on Statement/Passbook 本人/吾等在結單/存摺上所記錄之名稱	Contact Tel No. 聯絡電話號碼		
My/Our Address as recorded on Statement/Passbook 本人/吾等在結單/存摺上所記錄之地址			
#Name of Debtor (if other than Account Holder) 債務人之姓名 (若非賬戶持有人)	#My/Our Signature(s) 本人/吾等之簽名		
#Debtor's Reference 債務人參考			
For Bank User Only > 此欄由銀行填寫	Remarks 備註	Signature Verified 核實簽名	

# Please write in block letters. 請以正楷填寫。

\*NOTES 附註：

1. Please ensure that you sign the form in the usual way that you would sign on your Bank Account. 請確保貴戶在此授權書內之簽名，與銀行賬戶所簽者完全相同。
2. In the box marked "Debtor's Reference", the Land Registry will fill in the IRIS Online Services Subscriber Account Number. 在債務人參考欄內，土地註冊處將填寫「綜合註冊資訊系統」網上服務的登記用戶賬戶編號。

## PERSONAL INFORMATION COLLECTION STATEMENT

### 1. Purpose of Collection

The personal data collected in this form will be used by the Land Registry for the following purposes :-

- (a) to carry out activities relating to the provision of services by the Land Registry;
- (b) to facilitate communications; and
- (c) to produce statistics relating to the Land Registry's services.

You understand that the provision of your personal data is voluntary. If you fail to provide information as required in this form, the Land Registry may not be able to provide the requested service.

Please do NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted. Where information of any third party is included in this form or any document(s) filed in relation to it, the Land Registry will treat that you have obtained consent from such third party to disclose such information for the purposes above.

### 2. Classes of Transferees

You understand that the personal data provided in this form may be disclosed or transferred to parties relevant where such disclosure or transfer is necessary for any purpose as stated in paragraph 1 above.

### 3. Access to Personal Data

You understand that pursuant to Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO"), you have the right to request access to and correction of your personal data held by the Land Registry. Under the PDPO, the Land Registry is entitled to charge a fee to process the said request. Any such request shall be made to the Personal Data (Privacy) Officer of the Land Registry at 28<sup>th</sup> Floor, Queensway Government Offices, 66 Queensway, Hong Kong.

## 收集個人資料聲明

### 1. 收集目的

土地註冊處將會把本表格所收集的個人資料用於以下目的 :-

- (a) 處理與提供土地註冊處服務有關的事宜；
- (b) 方便進行聯絡；以及
- (c) 製備與土地註冊處服務有關的統計資料。

你明白提供個人資料與否純屬自願。倘若你不提供本表格所要求的資料，本處可能無法提供所要求的服務。

**請勿**提供任何沒有明確規定必須提交的個人資料(包括關乎第三者的個人資料)。如本表格或所提交的任何與其有關的文件中包含任何第三者的資料，本處將視作你已獲該第三者同意披露該等資料，以用於上述目的。

### 2. 獲轉交資料人士的類別

你明白為達到上文第一段中所述明目的而有需要時，你在本表格內所提供的個人資料可能會披露或轉交予相關人士。

### 3. 查閱個人資料

你明白根據《個人資料(私隱)條例》(第 486 章)第 18 和第 22 條，以及附表 1 第 6 原則，你有權要求查閱及改正本處所持有的你的個人資料。根據該條例，本處有權就處理該等要求收取費用。任何該等要求可向本處的個人資料(私隱)主任提出(地址：香港金鐘道 66 號金鐘道政府合署 28 樓土地註冊處)。