

**Anti-epidemic Fund
Subsidies for Consultants in the Construction Sector
Application Form**

Part A – Subsidy Schemes

A1. This is to apply for subsidies under below Scheme(s)

- Scheme 1 - Subsidies of HK\$20,000 under the extended first-round measures of the Anti-epidemic Fund (AEF)
(ref: [press release on 1 April 2020](#))
- Scheme 2 - Training subsidies of HK\$50,000 under the second-round measures of the AEF
(ref: [Enclosure D7 of LegCo FC Paper No. FCR\(2020-21\)2](#))

Part B – Company Information

B1. Organisations: (Please select as appropriate and see Footnote 1)

- | | | | |
|--------------------------------|--------------------------------|--------------------------------|------------------------------|
| <input type="checkbox"/> AACSB | <input type="checkbox"/> EACSB | <input type="checkbox"/> HKIA | <input type="checkbox"/> AAP |
| <input type="checkbox"/> HKIS | <input type="checkbox"/> ACQS | <input type="checkbox"/> HKILA | <input type="checkbox"/> ALC |
| <input type="checkbox"/> HKIP | <input type="checkbox"/> ACEHK | <input type="checkbox"/> AREC | |

B2. Company Name: (Note 1: Subsidies will be disbursed by cheque payable to eligible consultant according to this field.)

B3. Company Address: (Note 2: It should be the same as the address in Business Registration Certificate for cheque delivery)

B4. Business Registration Number: (Note 3: Please enclose a copy of Business Registration Certificate)

B5. Bank Account Information (account holder's name should match with the Company Name stated in this Application Form)

Bank Name: _____

English Name of Account Holder _____

Bank Account Number _____

(Bank No. – Branch No. – Account No.)

B6. Contact Person

Name: _____ Post: _____

Email: _____ Phone: _____

Part C – Declaration

- (a) I, the signatory of this Application Form, declare that I am duly authorised by the company as specified in item B2 above (“the Company”) to sign this Application Form for and on behalf of the Company.
- (b) I have read the “Personal Information Collection Statement” and fully understand its content.
- (c) I agree that the Government and its agents are authorised to approach government bureaux / departments or other relevant organisations for verification or clarification of the information that I have provided in connection with this application for further processing.
- (d) I agree and undertake to notify the Government forthwith of any overpayment or any payment by mistake for whatever reason to the Company under the Scheme(s) and refund the same to the Government. In this respect, I hereby authorise the bank to debit the bank account with such amount certified by the Government as overpayment or payment by mistake, and agree to indemnify the Government against any losses, damages, costs, charges and

Footnote 1: AACSB : List of Consultants of the Architectural and Associated Consultants Selection Board; EACSB : List of Consultants of the Engineering and Associated Consultants Selection Board; HKIA : All Registered Practices under Hong Kong Institute of Architects and All firms on the List of HKIA Band 3 Architectural Consultants; AAP : Membership List of The Association of Architectural Practices; HKIS : Company List of The Hong Kong Institute of Surveyors; ACQS : Membership List of The Association of Consultant Quantity Surveyors; HKILA: Registered Practices of The Hong Kong Institute of Landscape Architects; ALC : Registered Practices of The Association of Landscape Consultants; HKIP : List of Planning Consultants of The Hong Kong Institute of Planners; ACEHK : Member Companies of The Association of Consulting Engineers of Hong Kong ; AREC :Membership List of The Association of Registered Engineering Consultants.

expenses which the Government may sustain or incur, which may include those as a result of delay in returning or failure to return such overpayment or payment by mistake.

- (e) I understand that only one application may be submitted for each eligible consultant. Duplicate submission will not be processed.
- (f) I declare that the information provided in this Application Form are true, complete and accurate. I understand that if I knowingly or willfully make any false statement or withhold any information, or otherwise mislead the Government or its agents for the purpose of obtaining payment under the Scheme, (i) this application will not be approved or such approval if given will be revoked; (ii) the Government shall be entitled to demand return of the approved subsidy in full by the Company; and (iii) I may be held liable for any legal consequence arising from the false statement/information given.
- (g) I agree that the Government shall have no obligation to process the application or to make any payment under the Scheme(s) if:
- i) any information/document(s) provided by me to the Government or its agents under the Scheme is at any time found to be false, incomplete, inaccurate, incorrect or misleading; or
 - ii) the Company is not eligible to receive any payment under the Scheme(s).
- (h) To facilitate the Government or its agent to conduct spot checks, I agree to keep the original of the completed Application Form and Undertaking Form and supporting documents for at least seven years and provide any or all of the aforesaid documents to the Government or its agents forthwith upon request.
- (i) On behalf of the Company, I now declare that I have carefully read all parts of this Application Form and the Undertaking Form (attached) and fully understand the contents thereof and agree to comply with the terms and conditions therein.

Authorised signatory's signature	Company Chop
Name of authorised signatory (in block letters):	
Post-title of authorised signatory:	
Date:	

Important note:

You may submit the completed application form together with a copy of (i) Business Registration Certificate and (ii) duly completed Undertaking Form by email (wbaef@devb.gov.hk). The Company shall keep the original of the completed application form and Undertaking Form for at least seven years and shall provide the same to the Government or its agents forthwith upon request.

Personal Information Collection Statement

Purpose of Collection: The data provided in and attached to this Form ("the Data") in respect of the Scheme(s) specified in Part A, will be used by the Government of the Hong Kong Special Administrative Region ("the Government") and its agents for one or more of the following purposes and any directly related purpose:

- i) to process application and payment (if applicable) under the Scheme(s) as applicable and if required, to communicate with you for matters relating to the Scheme(s);
- ii) to administer the Scheme(s), including but not limited to effecting payment and conducting spot checks on applications under the Scheme(s); and
- iii) any other purposes as may be required, authorised or permitted by law.

It is voluntary for you to supply the Data but if you fail to supply any of the data required by this Application Form, the application may not be processed.

Classes of Transferees: The Data you provide may be disclosed to relevant bureaux and departments of the Government, their agents, banks and other transferees and any other parties involved in the administration and operation of the Scheme for the purposes mentioned above.

Access to Personal Data: Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in this Application Form when the data have not been erased.

Enquiries: Your requests or enquiries should be addressed by email (email address: wbaef@devb.gov.hk), fax (no. 2521 9682) or by post to Works Policy Division 4, Development Bureau at 15/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong.