

※請於填妥後交回管理處寫字樓(即第48座對面,巴士總站側),作為新業主轉名用途。謝謝!

杏花邨住宅單位業主 轉名表格

新業主資料

電話: 2896 4333 傳真號碼: 2558 7197

物業地址	座	樓	室
業主姓名 1.	(英文)	(中文)	性別: 男/女
身份証號碼:	電話號碼: (住宅)	(辦公室)	(手提電話)
業主姓名 2.	(英文)	(中文)	性別: 男/女
身份証號碼:	電話號碼: (住宅)	(辦公室)	(手提電話)
正式成交日期(日/月/年)		銀行按揭名稱	
通訊地址(如與物業地址不同)			

All information relating to owners will be kept record and confidential. If necessary and under reasonable circumstances, such information may be given to any other person authorized by law without prior notice.
 上述資料只作紀錄用途及保密,但在有需要時會被交予法例授權可獲得到這些資料的團體或人士,而事前毋須通知有關人士。

管理處專用

Property Account Code	HFF
Assignment document was checked	
Management fee paid up to end of 20	
Issued a copy of Fitting-out rules	
Amended Owners' Record	
Prepared EM142	
Letter to confirm deposit transferred	

*Please ✓ when action taken.

Action Taken by: _____

Date: _____

Follow-up Action

Change of ownership is noted. EM142 and letter to confirm deposit transfer are signed for passing to Accounts Department and sending to the new owner respectively.

Approved by: _____

Date: _____