

Organizer:

Funding Organization:

Operator :



香港公益金  
THE COMMUNITY CHEST



## Joy Neighbors Supporting Scheme in Shun Sing Mansion

NOTES:

For internal use only  
Date of Submission:  
Application No.:

- Applicants are required to understand the eligibility, process and evaluation criteria for the scheme and to complete this application form in block letter by using a black or blue pen. Applicants are required to complete all the information listed in this application form and related declarations. The scheme only accepts the submission of application forms in person, by post and by Goggle Form, neither email nor fax form will be accepted.
- SoCO will draw lots and contact applicants according to interview quota. For applicant who do not receive any notice within 3 months, will be treated as unsuccessful application. SoCO retains the final right on the allocation of housing.
- SoCO reserves the rights of final decision on housing allocation.
- Deadline: 1 Sept 2022 5:00pm (Subject to the postmark date, received time in SoCO's record and receive time for application)
- Tentative Schedule for Move in: Oct 2022 but may be postponed due to delays.

### Part 1 Information of the Applicant (Please fill in or tick the appropriate box)

Name(First Name) : \_\_\_\_\_ (Last Name) \_\_\_\_\_

Mobile : \_\_\_\_\_ ID Card No : \_\_\_\_\_ Nos. of family Member: \_\_\_\_\_ Home Address \_\_\_\_\_

Size of Present Home : \_\_\_\_\_ (Sq.m) Average monthly rent in the past 3 months (utilities fees excluded): \$ \_\_\_\_\_ PRH number: \_\_\_\_\_

PRH application date: \_\_\_\_\_ YYY Y \_\_\_\_\_ MM

PRH application district: Urban /Extended Urban/ New Territories/ Islands

Type of residential housing currently in:  Independent unit  Subdivided unit  Cubicle apartment/ Bedspace  Rooftops house/industrial building  Transitional Social Housing  Living in other person's unit  Others:Unit Type for application:  1P unit  2P unit  3-6P unit

### Part 2 Personal Data (Please fill in or circle the appropriate one)

	Applicant	Family Member 1	FM 2	FM3	FM 4	FM 5
Name in English	/					
Age						
Gender	M/F	M/F	M/F	M/F	M/F	M/F
DOB(DD/MM/YY YY)	/ /	/ /	/ /	/ /		
ID Card No.						
Relationship with Applicant	Applicant					
Marital Status	Unmarried/ Married Divorced/ Widowed / Separated	Unmarried/ Married/Divorced/ Widowed /Separated	Unmarried/ Married Divorced/ Widowed / Separated	Unmarried/ Married/ Divorced/ Widowed / Separated	Unmarried/ Married Divorced/ Widowed / Separated	Unmarried/ Married Divorced/ Widowed / Separated
Single Parent Family	Yes/No					
Chronic illness /Disability/Special Educational Need/Pregnant						

- Types of identity document: 1. Hong Kong Permanent Identity Card ; 2. Hong Kong Identity Card ; 3. Birth Certificate (Applicable for children under age 11) ; 4. HKSAR Re-entry Permit ; 5. Document of Identity for Visa Purposes Hong Kong Special Administrative Region People's Republic of China ; 6. Permit for Proceeding to Hong Kong and Macau (One-way Permit)

- Income includes income from employment and other income (including salary, double pay, allowance, year-end bonus/commissions, business or investment profit, alimony, subsidy from relatives and friends, interest earned from savings and shares, rent income, pension, gratuity); excluding MPF contributions, government funding, charity donation and Community Care Fund)
- Family Asset includes land, property (residential units, commercial units, parking spaces), vehicles, taxi/car licenses, investments (saving insurance policies, funds, shares), business and loan to others

### **Part 3 Income & Net Asset Value (in Hong Kong dollars)**

	Applicant	FM 1	FM 2	FM3	FM 4	FM 5
<b>Status of Work</b>	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school	FT/PT/ Unemployed /Retired/ Housewife / at School/to be at school
<b>Occupation</b>						
Average Family Income : \$ _____						
<b>Government Subsidy Applied</b>	<input type="checkbox"/> Comprehensive Social Security Assistance (CSSA) \ <input type="checkbox"/> Old Age Living Allowance /Subsidy of Career / <input type="checkbox"/> Low-income Working Family Allowance (LIFA) <input type="checkbox"/> Disability Allowance ( Normal and Higher Amount) \					
Average Amount of Government Subsidy : \$ _____						
Total Amount of Family Assets <sup>3</sup> : \$ _____						
<b>Signature<sup>4</sup></b>						

### **Part 4 Referral by Social Service Agency (Fill in by Case Workers)**

Name of Agency: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_ Name of Case Worker: \_\_\_\_\_  
 Agency Address: \_\_\_\_\_  
 Date of Home Visit: \_\_\_\_\_  
 Physical and Mental Health status of applicant and family members (If there is a disability or infectious disease, please indicate) \_\_\_\_\_

Adaptability to social lives and co-living: \_\_\_\_\_

Does the applicant have the following hobbies: Gambling/ Smoking / Drinking Alcohol / Drug abuse / Other

The current living environment and the urgency to be rehoused: \_\_\_\_\_

Social Service Agency in Use: :  Integrated Family Services (e.g. Marital Counselling Service)  
 Social Welfare Department (e.g. Family and Child Protective Services)  School Social Worker (e.g. Student Counseling Service)  Occupational Therapy  Training for Special Educational Needs  BabySitting/ Tutorial class provided by NGOS  Day Care Centre/Unit for the Elderly  Integrated Community Centre for Mental Wellness (ICCMW)  Medical Social Worker  Others: \_\_\_\_\_

Criminal Record of applicant and family members :  Yes: \_\_\_\_\_  No

### **Part 5 Declaration of the Applicant and Family Members (Please tick the appropriate boxes)**

- I/We have read carefully and understood all the application procedures, guideline and criteria before completing the Application Form. I/We undertake to comply with the relevant requirements/arrangements contained therein, as well as all application/allocation policies and arrangements as may be imposed from time to time. SoCO have the final decision on housing allocation.
- I / We understand and agree to vacate the unit when the 'Tenancy Agreement' is terminated or when the Project ends or after I / We have been allocated with public rental housing unit.
- I / We understand that the personal data provided by me / us may be used by SoCO Joys Neighbors Project Office for the purposes of processing my / our application for tenancy. The personal information provided by me / us is on a voluntary basis. I / We understand and agree that SoCO reserves the right to make the final decision on unit allocation.

4.  As at the date of completing my/our Application Form, I/we have not owned, co-owned, entered into any agreement to purchase or held more than 50% of shares in a company which owns (directly or through its subsidiary) any domestic property in Hong Kong.
5.  I/We agree that SoCO may, in processing my/our application, collect my/our personal data from relevant government departments, public/private organizations (such as but not limited to financial institutions and banks), and/or any other third party (such as but not limited to employers) possessing my/our personal data for verification and confirmation of my/our eligibility. Whilst the collection of information is in progress, the personal data contained therein may be disclosed to the abovementioned organizations and/or any other third party. In this connection, I/we authorize these organizations and/or any other third party possessing my/our personal data to furnish SoCO with my/our personal data for the vetting of my/our application.
6.  I/We agree that SoCO may, in handling, processing and/or investigating on my/our application, disclose, verify and/or transfer my/our personal data in this Application Form and all relevant documents to relevant departments, organizations and/or cooperating entities. All personal data will be handled in accordance with the policies adopted by SoCO from time to time and the Personal Data (Privacy) Ordinance (Cap. 486).
7.  I/We agree that the personal data in this Application Form can be used for statistical survey or research.
8.  I/We declare that all the above furnished in this Application Form and all information submitted/ to be submitted are true and correct. I understand that if I/we knowingly make any false statement or furnish any false information or mislead SoCO in any other ways, I/we may be prosecuted and immediately lose my/our eligibility for application or may be required to immediately cease to use the flat.
9.  I/We understand that any person who intentionally provides false information or omits information to fraudulently obtain eligibility for the project commits an offence.

## Part 6 Checklist of Supporting Documents

### 1. Identity Documents of Applicant and Family Members

Copy of the identification documents of individual family members	- Hong Kong Smart Identity Card (for persons aged 11 or above) - Birth Certificate (for persons aged below 11). - One-way Permit /passport or related supporting documents (persons who have arrived in Hong Kong for less than 7 years)
Copy of relationship proof	- Birth certificate or notary public certificate. - Adoption or Appointment of Guardians documents issued by judicial authorities / government departments.
Copy of documents on marital status	- Certificate of Marriage. For the spouse of an applicant / a family member who has no right to land in Hong Kong, a declaration specifying the same together with copy of the certificate of marriage and the identity document of his / her domicile (Both front and back sides). For a marriage registered on the mainland but without the relevant document, copy of the notary public certificate.
Divorced persons, unmarried single parent or widowed persons	- Copy of court order of divorce (for proceedings in Hong Kong, the certificate of making Decree Nisi Absolute (Divorce) (Form 6 or 7B)). For applications including children under the age of 18, copy of the court order for the custody of children. Copy of documents and declaration relating to divorce proceedings under process.
Proof of rent	- Copy of rent receipt or tenancy agreement.
Proof of public housing application	- Copy of a blue acknowledgement card bearing an application number offered by the Hong Kong Housing Authority.
With pregnancy of 16 weeks or having long term diseases/disabled family	- Copy of medical proof issued by registered medical practitioners.

### 2. Income Proof and Relevant Declarations for Applicant and Family Members

Salaried employee (with a regular employer)	- Copy of Employer Certificate, paid slip or bank passbook etc.
Salaried employee (with no regular employer)/ Self-employed person/Unemployed	- Declaration with relevant documents
CSSA recipient	- Documents indicating the amount of Comprehensive Social Security Assistance and the Certificate of Comprehensive Social Security Assistance Recipients (for Medical Waivers)
Deposit Record	- Copy of the deposit record of individual family members, e.g., bank passbook, monthly statement etc.

If there is any inconsistency or conflict between the English and Chinese versions of this Application Guide, the Chinese version shall prevail.

For Enquiry Hotline: 3611-0446, Miss Jennie, Miss Joey, Miss Esther, Mr. Bob, Miss Angela  
In-person Form Submission: Flat A, 6/F, Pasco Building, 165 Uk Chau Street, Sham Shui Po  
Opening Hours: Every Mon to Fri (11:00am-8:00pm)