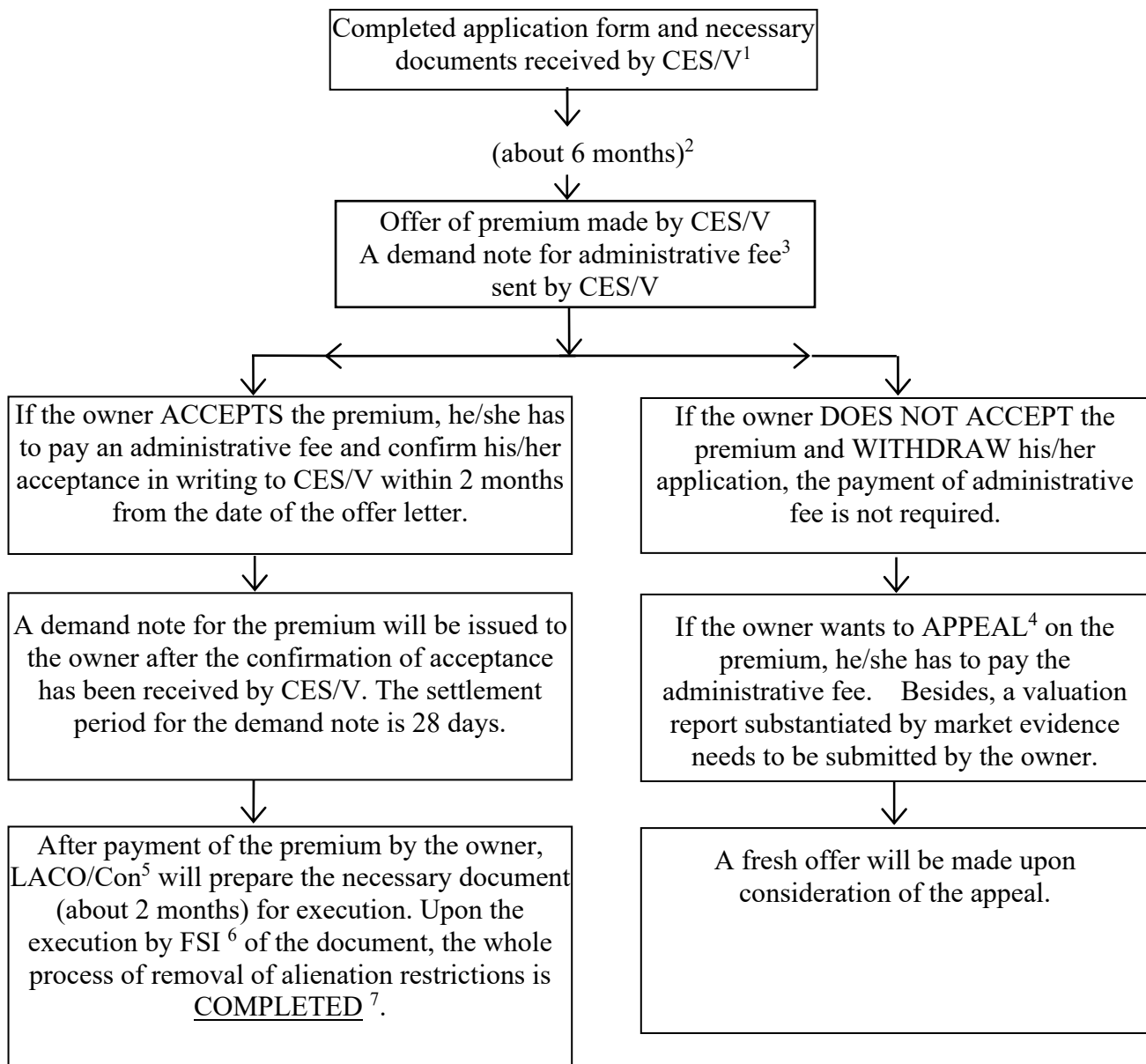


**Procedures and Estimated Time for Removal of Alienation Restrictions**  
**Former Civil Servants' Co-operative Building Society/Former Government Built Housing Scheme**  
**Developments**

Individual owner may apply to the Director of Lands for removal of alienation restrictions for his/her property after he/she has **obtained the title** and the **owners corporation has been formed**. The sequence of events and procedure are outlined as follows :-



- 1 CES/V : Chief Estate Surveyor/Valuation.
- 2 The processing time of 6 months is indicative only. If the applications are not first time or when a large number of applications had already been received pending processing, the actual processing time may take longer than 6 months.
- 3 The current administrative fee is \$68,300 for each application but the amount may be varied at the time of the premium offer.
- 4 No appeal on the premium amount will be considered after the acceptance of the premium offer.
- 5 LACO/Con : Conveyancing Section, Legal Advisory and Conveyancing Office.
- 6 FSI : The Financial Secretary Incorporated.
- 7 For enquiry about the legal document after the payment of premium, please contact LACO/Con at 2231 3703. For further information about the application for removal of alienation restriction, you may contact Miss Yeung on 2231 3396.

**Remarks:** Please be reminded that before the alienation restrictions are removed, the property is subject to such alienation restrictions absolutely. Generally, there may be breaches of the alienation restrictions if without prior approval the owners, amongst other things, assign, mortgage, charge, underlet, part with

the possession or otherwise dispose of their properties, or enter into any agreement for any such purposes. The aforesaid circumstances are not exhaustive. Owners should refer to the lease conditions for the subsisting provisions and restrictions, and if necessary, seek independent legal advice before taking any steps in respect of their properties. The Government reserves the right to take such legal action as it considers appropriate in the event of breaches of the lease conditions. In this respect, in case an individual owner needs to enter into an agreement for sale and purchase of the relevant property before payment of the land premium (e.g. in order to obtain sufficient financial means to settle the premium), the owner should also make separately application to the Civil Service Bureau (CSB) for a temporary waiver of the alienation restrictions imposed on his/her property in parallel and obtain CSB's prior written approval. For enquiry on the application for temporary waiver, please contact the Civil Service Housing Section of CSB at 2810 3609.

Lands Department  
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