

Land Survey Authority Circular No. 3/2016

Payment of Fees by Electronic Cheque (e-cheque)

In addition to paper cheque, payment of fees stipulated in Items 3 to 5 of the Schedule of the Land Survey (Fees) Regulation (Cap 473A) by e-cheque is also acceptable with immediate effect. Same as paper cheque, an e-cheque for the aforesaid payment of fees shall be made payable to "The Government of the Hong Kong Special Administrative Region", and the original softcopy of the e-cheque shall be sent by email to the following dedicated email address of the Legislation Section ("LegS"):

echeque_iso@landsd.gov.hk

An e-cheque must have been sent to the above email address before the relevant deposit of plans or submission of application is made to LegS. To facilitate LegS in tracing emails attached with e-cheques, the subject titles and the contents of the emails should include the following information:

- (a) Email subject title:
- the e-cheque number, and
 - the name and registration number of the authorized land surveyor ("ALS") or the name of the applicant for registration/reinstatement as an ALS, as the case may be.
- (b) Email contents:
- the e-cheque number, and
 - the name and registration number of the ALS or the name of the applicant for registration/reinstatement as an ALS, as the case may be, and
 - the purpose, which may be one of the following:
 - "Deposit of plans" and the subject lot number, or
 - "Application for renewal of registration as an ALS" and the name of the ALS, or
 - "Application for registration as an ALS", or
 - "Application for reinstatement of name in the register of ALS".

To provide for the acceptance of e-cheque for payment of the fee for deposit of plans under section 30 of the Land Survey Ordinance, corresponding amendment has been made to the plan deposit form (SMF-0015). The revised form and this Circular can be retrieved from the LSO Corner of the Lands Department website at <http://www.landsd.gov.hk/mapping/en/leg/index.htm>.

For general matters on use of e-cheque, please consult your bank. For inquiry on this Circular, please contact the staff of the Legislation Section at telephone number 2231 3342 or 2231 4027.