



### **Inspection of Computerized "A" Rent Rolls Records**

The New Territories District Lands Offices (NTDLOs) maintain "A" Rent Rolls, generally known as "A Book", for the purpose of issuing Government Rent Demand Notes to individual lot owners. As the "A Book" contains personal information of the respective lot owner apart from his lot information, to comply with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486), Lands Department only allows owners and the persons authorized by them to have access to records relating to their own lots in such "A Book".

To improve efficiency and maintenance of records, Lands Department is computerising all the "A Book" in NTDLOs by phases. The process in District Lands Office, Tai Po (DLO/TP) has been completed. With effect from 1 September 2006 DLO/TP will allow access to the information in the electronic "A Book" subject to conditions. In general,

- (1) a lot owner, or his authorized person, may view the personal data and lot information relating to his own lots in the electronic A Book free of charge; and
- (2) a member of the public or a lot owner may obtain printed reports of the lot information in the electronic "A Book" subject to a charge. The charge is currently at \$190 per lot and will be subject to revision from time to time.

The printed report will contain the following lot information:-

Lot number  
New Grant/Building Licence number  
Site Area  
Annual rent  
Class/User of the lot  
Land Registry memorial information, if available  
Rent concession status (for lot owner only)

Enquirers may approach DLO/TP for the services by submitting the relevant application form attached at Annex A to C. Enquirers should however note that the "A Book" are not public records and the particulars contained therein are intended only for internal use of the Lands Department. The Department makes no representation or warranty as to the accuracy and correctness of the contents of the "A Book" and enquirers should conduct a land search at the Land Registry or obtain their own legal advice in these respects.

Computerisation of "A Book" in other NTDLOs is in progress and is scheduled to complete over the next 3 years. Separate announcement will be made once a NTDLO is ready to permit viewing of the electronic "A Book" in its office.

Upon the launch of the new service, in each NTDLO, the existing service allowing lot owners or their authorized persons to inspect the original "A Book" will cease.

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Director of Lands  
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