



**Adjudication Request - Nomination of Immovable Property**  
(Please attach the original instrument)

**Please choose either Part 1 or Part 2:**

**Part 1 : Exemption**

**Residential property and non-residential property**

- Nomination to appoint trustee**  
(Please attach documentary evidence e.g. declaration of trust to support the exemption claim.)

**Residential property**

- Nomination in favour of closely related person (parent, spouse, child, brother or sister) who is acting on his/her own behalf and is not a beneficial owner of any other residential property in Hong Kong on the date of the nomination (Please attach documentary evidence e.g. birth or marriage certificate and the completed Declaration Form IRSD131 to support the exemption claim.)

**Part 2: Stamp duty**

- Nomination in favour of other person (Stamp duty will be determined after valuation of the property.)

**Application for Charging Ad Valorem Stamp Duty (AVD) at Scale 2 Rates**

- Yes  
(Please provide the reason and submit statutory declaration of the nominee with supporting documents and a duly completed IRSD118, if applicable.)
- No

**Application for Exemption from Special Stamp Duty**

- Yes  
(Please provide the reason with supporting documents and a duly completed IRSD118, if applicable)
- No

**Application for Exemption from Buyer's Stamp Duty**

- Yes  
(Please provide the reason and submit statutory declaration of the nominee with supporting documents and a duly completed IRSD118, if applicable.)
- No

**Part 3: Instrument Details**

1. Instrument Execution Date (D/M/Y): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
2. Instrument Reference No. of preceding Chargeable Agreement: \_\_\_\_\_
3. Interest of Property nominated:  100%  50%  Other \_\_\_\_\_%

**Part 4: Nominator Details**

1. Number of Nominator(s) : \_\_\_\_\_

	Nominator 1	Nominator 2
2. Name:		
3. Identity Details:		
HKIC No.	( )	( )
Passport No.(if no HKIC)		
BR No.		
Other Company No. (if no BR)		
Company established	<input type="checkbox"/> in HK <input type="checkbox"/> outside HK	<input type="checkbox"/> in HK <input type="checkbox"/> outside HK
4. Postal Address:		<input type="checkbox"/> Same as Nominator 1 Other:

**Part 5: Nominee Details**

1. Number of Nominee(s) : \_\_\_\_\_

	Nominee 1	Nominee 2
2. Name:		
3. Identity Details:		
HKIC No.	( )	( )
Passport No. (if no HKIC)		
BR No.		
Other Company No. (if no BR)		
Company established	<input type="checkbox"/> in HK <input type="checkbox"/> outside HK	<input type="checkbox"/> in HK <input type="checkbox"/> outside HK
4. Postal Address:	<input type="checkbox"/> Property Address Other:	<input type="checkbox"/> Property Address <input type="checkbox"/> Same as Nominee 1 Other:
5. Share Nominated (Note1):	<input type="checkbox"/> Sole-owner <input type="checkbox"/> Joint-owner <input type="checkbox"/> Co-owner _____%	<input type="checkbox"/> Joint-owner <input type="checkbox"/> Co-owner _____%

**Part 6: Stamp Duty Liability (if applicable)**

- Ad Valorem Duty (Amount payable \$ \_\_\_\_\_)  
Share of payment: Nominator(s) \_\_\_\_\_% Nominee(s) \_\_\_\_\_% Other \_\_\_\_\_%
- Special Stamp Duty (Amount payable \$ \_\_\_\_\_)  
Share of payment: Nominator(s) \_\_\_\_\_% Nominee(s) \_\_\_\_\_% Other \_\_\_\_\_%
- Buyer's Stamp Duty (Amount payable \$ \_\_\_\_\_)

**Part 7: Adjudication Fee \$50**

Share of payment: Nominator(s) \_\_\_\_\_% Nominee(s) \_\_\_\_\_% Other \_\_\_\_\_%

**Part 8: Declaration by the Applicant**

I hereby declare that to the best of my knowledge, information and belief, the information contained in this form is true, correct and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name: \_\_\_\_\_

Capacity:  Nominator  Nominee  Legal Representative  Property Agent  Other**Part 9: Solicitor Firm Details (if applicable):**

Business Registration &amp; Branch No.: \_\_\_\_\_

Contact Reference No.: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

 Please tick  if applicable

Organization Chop

**Notes**

- Total percentage of co-owner(s) should be equal to the "Interest of Property nominated" in item 3 of "Instrument Details".
- If space is insufficient, please provide other details on a separate sheet.
- Please make the payment by crossed cheque payable to "The Government of the Hong Kong Special Administrative Region" or "The Government of the HKSAR".

**Personal Information Collection Statement**

- The provision of personal data required by this form and during the processing of your request is voluntary. However, if you do not provide sufficient information, the Department may not be able to process your request.
- The Department will use the information provided by you for the purposes of the Ordinances administered by it and may disclose/transfer any or all of such information to other government or statutory bodies including the Rating and Valuation Department, and any other third parties provided that the disclosure/transfer is authorized or permitted by law.
- You have the right to request access to and correction of your personal data held by the Department. Such request should be addressed to the Superintendent of Stamp Office at 3/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong.
- If a stamp certificate is issued in respect of the Instrument concerned, some of the information provided by you will be shown therein. Any person holding a stamp certificate may check its authenticity via IRD "e-Stamping System".
- If you are the agent / representative of the relevant parties, please inform them of this Personal Information Collection Statement and also take note of your obligations under the Personal Data (Privacy) Ordinance (Cap.486).