

**香港特別行政區政府**  
**The Government of the Hong Kong Special Administrative Region**

**發展局**

香港添馬添美道 2 號  
政府總部西翼 17 樓



**Development Bureau**

**17/F, West Wing, Central  
Government Offices,  
2 Tim Mei Venue, Tamar,  
Hong Kong**

**本局檔號** Our Ref.

**電話** Tel:

**來函檔號** Your Ref.

**傳真** Fax:

[Name of Columbarium]

[Address]

[DD/Lot No.]

13 December 2012

To whom it may concern

Re: [Name of Columbarium]

The Government is preparing the next update of the Information on Private Columbaria (Part A<sup>1</sup> and Part B<sup>2</sup>). The captioned private columbarium will be included in Part B with the Town Planning and Land/Lease Information as set out below. Please fill in the form enclosed and return to us, by post<sup>3</sup> or by fax, on or before 20 December 2012. If we do not receive your completed form on or before 20 December 2012, we shall proceed to publish the Town Planning and Land/Lease Information covering the captioned private columbarium as set out below.

<sup>1</sup> Part A includes private columbaria compliant with the user restrictions in the land leases and the statutory town planning requirements and are not illegally occupying Government land.

<sup>2</sup> Part B includes other private columbaria made known to the Lands Department and Planning Department that do not fall under Part A.

<sup>3</sup> If the completed form is to be returned by post, it should reach us on or before the date specified. If the completed form has not reached us on the date specified, the Town Planning and Land/Lease Information in respect of the private columbarium in question will be published as set out in this letter and the late reply from the operator of the concerned private columbarium will be reflected in the next updating of Part A and Part B of the Information on Private Columbaria as appropriate.

| Column 5                  | Column 6               |
|---------------------------|------------------------|
| Town Planning Information | Land/Lease Information |
|                           |                        |

Yours faithfully,

( )  
for Secretary for Development

To: Planning Unit, Development Bureau  
17/F, West Wing, Central Government Offices, 2 Tim Mei Venue, Tamar,  
Hong Kong  
Fax: 2868 4530

[Name of Columbarium]

[Registered Address]

- ☐ I, on behalf of the captioned private columbarium, agree to the Town Planning and Land/Lease Information as detailed in Column 5 and Column 6 of the Information on Private Columbaria (Part B).
- ☐ I, on behalf of the captioned private columbarium, agree to the Town Planning Information as detailed in Column 5, but disagree to the Land/Lease Information as detailed in Column 6 of the Information on Private Columbaria (Part B).
- ☐ I, on behalf of the captioned private columbarium, agree to the Land/Lease Information as detailed in Column 6, but disagree to the Town Planning Information as detailed in Column 5 of the Information on Private Columbaria (Part B).
- ☐ I, on behalf of the subject private columbarium, disagree to the Town Planning and Land/Lease Information as detailed in Column 5 and Column 6 of the Information on Private Columbaria (Part B).

Note: Please tick only one box. If you tick more than one box, we will proceed to publish the information relating to the captioned private columbarium as set out in the covering letter. If you do not tick any of the boxes, we will indicate in the Information on Private Columbaria that you have not chosen any option in the pro forma sent in our letter dated 13 December 2012.

The Government reserves the right to take actions against private columbaria included in Part B. The publication of the Information does not mean that the Government has waived any breach of statutory requirements and/or lease requirements.

- ☐ Please tick this box if you consent to our publishing of your letter(s) and/or supplemental information you submit together with this reply slip, if any, on the Development Bureau's website for public viewing when the Information on Private Columbaria is to be updated. Please note that any letter and/or supplemental information provided will only be processed

for the purpose of publication with the Information. Please follow up on the issues raised on the land leases and the statutory town planning requirements with the Lands Department and Planning Department respectively.

Signature:

Name in block letters:

\_\_\_\_\_  
(English)

\_\_\_\_\_  
(Chinese)

Post:

\_\_\_\_\_  
(English)

\_\_\_\_\_  
(Chinese)

Name of Business/Columbarium:

\_\_\_\_\_  
(English)

\_\_\_\_\_  
(Chinese)

Telephone number:

Business Chop:

Date: