

HONG KONG QUALITY ASSURANCE AGENCY SUSTAINABLE BUILDING INDEX (HKQAA SBI)

APPLICATION GUIDELINES OF SUBSCRIPTION SUBSIDY

1. Eligibility and Prerequisites of Applying for HKQAA SBI Subscription Subsidy

1.1 The HKQAA SBI subscribers who have made the subscription HKQAA SBI are eligible for the application of HKQAA SBI subscription subsidy.

1.2 The application of HKQAA SBI subscription subsidy shall be made on per building block base. That is, one application will represent one block of building only.

1.3 The application of HKQAA SBI subscription subsidy can only be made for either “HKQAA SBI Subscription Subsidy for Self-Declared Report Disclosure” or “HKQAA SBI Subscription Subsidy for Verified Report Disclosure”.

1.4 The application of HKQAA SBI subscription subsidy can only be made once for each HKQAA SBI subscription.

1.5 Applicants of HKQAA SBI subscription subsidy shall complete and submit the “Application Form of HKQAA SBI Subscription Subsidy”.

1.6 The HKQAA SBI subscriber or the Building representative who signed on the “HKQAA SBI Subscription Form” shall sign on the “Application Form of HKQAA SBI Subscription Subsidy”.

2. Allocation of HKQAA SBI Subscription Subsidy

2.1 Allocation of HKQAA SBI subscription subsidy will be made on a draw lot basis. However, HKQAA reserves the rights to change or amend the allocation method without prior notice.

2.2 The application of each draw lot HKQAA SBI subscription subsidy shall be submitted on or before the assigned deadline. Late application will NOT be accepted.

2.3 HKQAA reserves the rights to make final decision on allocation of HKQAA SBI subscription subsidy in case of any disputes.

3. Quota and Amount of HKQAA SBI Subscription Subsidy

3.1 The amount of HKQAA SBI subscription subsidy is HK\$1,500 for both “HKQAA SBI Subscription Subsidy for Self-Declared Report Disclosure” and “HKQAA SBI Subscription Subsidy for Verified Report Disclosure”.

3.2 There are 75 quota for “HKQAA SBI Subscription Subsidy for Self-Declared Report Disclosure” and 75 quota for “HKQAA SBI Subscription Subsidy for Verified Report Disclosure” to be allocated in several phases within the project period.

4. Acceptance of HKQAA SBI Subscription Subsidy

4.1 Successful applicants will be informed by HKQAA in writing.

4.2 Applicants who are awarded the HKQAA SBI subscription subsidy shall accept the subsidy by submitting full payment of the HKQAA SBI subscription within one month upon receiving HKQAA’s written notification. Otherwise, the subsidy will automatically be withdrawn upon the payment due date without prior notice.

4.3 The subscription fee is non-refundable.

4.4 The ownership of HKQAA SBI subsidy is not transferable.

5. Grant of HKQAA SBI Subscription Subsidy

5.1 The HKQAA SBI Subscription Subsidy will be refunded to HKQAA SBI Subscribers upon successful listing of the HKQAA SBI report.

5.2 The HKQAA SBI subscriber shall submit the HKQAA SBI Final Submission Report to HKQAA within 12 months after the award of HKQAA SBI subscription subsidy. Otherwise, the subsidy will automatically be withdrawn without prior notice.

6. Arrangement of Unsuccessful Applications of HKQAA SBI Subscription Subsidy

6.1 All of the unsuccessful applications, unless being withdrawn by the applicants, will automatically be transferred to next round of draw lot until all quota of HKQAA SBI subscription subsidy of the chosen category are allocated.

7. Rights of HKQAA

7.1 HKQAA reserves the rights to make final decisions in case of any disputes.