

Application for Transfer of Market Stall Tenancy

To: District Secretary, _____ District Environmental Hygiene Office,
Food and Environmental Hygiene Department

I. Particulars of Stall

- (1) Name of Market: _____
- (2) Stall No.: _____
- (3) Expiry Date of the Stall Tenancy: _____

II. Particulars of Applicants

(A) Stall Tenant

- (1) Name of Tenant: (Chinese) _____ 先生／女士*
- (English) Mr/Ms* _____
- (2) Hong Kong Identity Card/Passport* No.: _____
- (3) Correspondence Address: _____
- _____
- (4) Contact Telephone No.: _____
- (5) Relationship with the Proposed Transferee stated at Part (B) below: _____

* Please deleted as appropriate.

I hereby apply for the transfer of the tenancy of the above stall to the proposed transferee stated at Part B of this application form, and agree to the termination of the tenancy agreement signed between the Food and Environmental Hygiene Department (FEHD) and I in respect of the above stall on or after the date FEHD approves this application for tenancy transfer.

I hereby declare that:

- (a) To the best of my knowledge and belief, the information given in this application form is true and correct, and I have not withheld any information required to be provided herein;
- (b) I clearly understand that I shall exercise and perform all rights and obligations as the tenant of the above stall on or before the date FEHD approves this application for tenancy transfer. If the tenancy of the above stall expires before the granting of approval for this application, I shall renew the stall tenancy. Otherwise, this application will not be further processed; and
- (c) I have read and fully understood the Statement of Purposes for Collection of Personal Data in connection with this application. Should I propose any subsequent change to this application, I shall notify FEHD and the proposed transferee in writing.

Date (dd/mm/yyyy)

Signature of Stall Tenant

(B) Proposed Transferee ^(Note 1)

(1) Name of Proposed Transferee: (Chinese) _____ 先生／女士*

(English) Mr/Ms* _____

(2) Hong Kong Identity Card/Passport* No.: _____

(3) Correspondence Address: _____

(4) Contact Telephone No.: _____

(5) Relationship with the Tenant stated at Part (A) above: _____

(6) Copies of the following Supporting Documents are enclosed ^(Note 2):

(7) Does the Proposed Transferee hold a Hawker Licence issued by FEHD?

No

Yes. If yes, please specify:

(i) Category of the Hawker Licence: _____

(ii) Expiry Date of the Hawker Licence: _____

(iii) Will the Proposed Transferee Surrender the Hawker Licence?

Yes

No

* Please deleted as appropriate.

Please tick the appropriate box(es).

Note 1: The proposed transferee must have reached the age of 18 and be ordinarily resident in Hong Kong. [For the definition of “an ordinarily resident in Hong Kong”, please refer to Section 2 of the Immigration Ordinance (Cap. 115)].

Note 2: Personal data owner may choose to present the original identity documents to the case officer in the relevant FEHD office in person for verification of identity.

I hereby declare that:

- (a) To the best of my knowledge and belief, the information given in this application form is true and correct, and I have not withheld any information required to be provided herein;
- (b) I am/am not* a holder of a valid hawker licence issued by FEHD. If this application is approved, I shall cancel my current hawker licence (if any);
- (c) I clearly understand that if this application is approved, I shall sign a new tenancy agreement in respect of the stall concerned with FEHD;
- (d) I have read and fully understood the Statement of Purposes for Collection of Personal Data in connection with this application. Should I propose any subsequent change to this application, I shall notify FEHD and the proposed transferee in writing; and
- (e) I understand that succession or transfer of tenancy will not be allowed in the new tenancy agreement. *(Added in 12/2021)*

Date (dd/mm/yyyy)

Signature of Proposed Transferee

* Please deleted as appropriate.

**Collection of Personal Data in Connection with
Application for Transfer of Market Stall Tenancy
(in accordance with Personal Data (Privacy) Ordinance)
Statement of Purpose**

PURPOSE OF COLLECTION

1. The personal data provided by means of this form will be used by the Food and Environmental Hygiene Department (FEHD) for the following purposes-
 - (a) Consideration of matters relating to applications for transfer of market stall tenancy;
 - (b) Processing of matters relating to (a) above, including but not limited to compilation of records and preparation of tenancy agreement after approval of the application;
 - (c) Facilitating communication among staff of FEHD, market management contractor and you; and
 - (d) Disclosing the data to, if necessary, the Centre for Food Safety of FEHD in accordance with the Food Safety Ordinance. *[Only confines to market stalls for selling foods]*
2. The provision of personal data is voluntary. However, if you do not provide sufficient information, we may not be able to process your application for transfer of the tenancy.

CLASSES OF TRANSFEREES RECEIVING THE DATA

3. The personal data provided may be disclosed to other Government departments and agencies for the purposes mentioned in paragraph 1 above. The personal data may also be disclosed to other Government departments for law enforcement purposes.

ACCESS TO PERSONAL DATA

4. You have a right to request access to and correction of your personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by means of this form. A fee may be imposed for complying with a data access request.

ENQUIRIES

5. Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to-

	Office	Address	Tel. No.	Fax No.
Hong Kong & Islands	Central/Western District Environmental Hygiene Office	10/F, Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong	2545 0506	2851 7653
	Eastern District Environmental Hygiene Office	3/F, Quarry Bay Municipal Services Building, 38 Quarry Bay Street, Hong Kong	3103 7041	2565 8203
	Southern District Environmental Hygiene Office	4/F, Aberdeen Municipal Services Building, 203 Aberdeen Main Road, Hong Kong	2903 0411	2873 1608
	Wan Chai District Environmental Hygiene Office	7/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wan Chai, Hong Kong	2879 5760	2519 6884
	Islands District Environmental Hygiene Office	6/F, Harbour Building, 38 Pier Road, Central, Hong Kong	2852 3215	2545 2964

	Office	Address	Tel. No.	Fax No.
Kowloon	Kowloon City District Environmental Hygiene Office	Level 7, Shui Wo Street Municipal Services Building, 9 Shui Wo Street, Kwun Tong, Kowloon	2715 4608	2761 0718
	Kwun Tong District Environmental Hygiene Office	Level 7, Shui Wo Street Municipal Services Building, 9 Shui Wo Street, Kwun Tong, Kowloon	3102 7373	2343 6734
	Mong Kok District Environmental Hygiene Office	6/F & 7/F, Fa Yuen Street Municipal Services Building, 123A Fa Yuen Street, Mong Kok, Kowloon	2749 3627	2391 5572
	Sham Shui Po District Environmental Hygiene Office	8/F-10/F, Un Chau Street Municipal Services Building, 59-63 Un Chau Street, Sham Shui Po, Kowloon	2748 6943	2748 6937
	Wong Tai Sin District Environmental Hygiene Office	3/F, Tai Shing Street Market Building, 121 Choi Hung Road, Wong Tai Sin, Kowloon	2997 9005	2351 5710
	Yau Tsim District Environmental Hygiene Office	3/F & 4/F, Kwun Chung Municipal Services Building, 17 Bowring Street, Yau Ma Tei, Kowloon	2302 1301	2735 5955

	Office	Address	Tel. No.	Fax No.
New Territories	Sha Tin District Environmental Hygiene Office	Unit 1201-1207, 1220-1221, 12/F, Tower 1, Grand Central Plaza, 138 Rural Committee Road, Sha Tin, New Territories	2634 0136	2634 0442
	Tai Po District Environmental Hygiene Office	3/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, New Territories	3183 9119	2650 1171
	North District Environmental Hygiene Office	4/F, Shek Wu Hui Municipal Services Building, 13 Chi Cheong Road, Sheung Shui, New Territories	2679 2815	2679 5695
	Sai Kung District Environmental Hygiene Office	8/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O, New Territories	3740 5100	2792 9937
	Kwai Tsing District Environmental Hygiene Office	9/F, Kwai Hing Government Offices Building, 166-174 Hing Fong Road, Kwai Chung, New Territories	2619 9482	2480 4023
	Tsuen Wan District Environmental Hygiene Office	3/F, Yeung Uk Road Municipal Services Building, 45 Yeung Uk Road, Tsuen Wan, New Territories	2212 9735	2414 8809
	Tuen Mun District Environmental Hygiene Office	1/F & 3/F, Tuen Mun Government Offices Building, 1 Tuen Hi Road, Tuen Mun, New Territories	2451 3113	2452 6559
	Yuen Long District Environmental Hygiene Office	2/F-5/F, Yuen Long Government Offices, 2 Kiu Lok Square, Yuen Long, New Territories	2920 7605	2477 5099