

Planning Department
The Government of the Hong Kong Special Administrative Region

Guideline for Ordering Government Digital Planning Data

1. For each order in the Government Digital planning data, please *complete the Digital Planning Data Order Form* and return it to the Address as follows:

Senior Town Planner/Information Systems 1
 Information Systems and Land Supply Section
 Planning Department
 17/F North Point Government Offices
 333 Java Road, North Point
 Hong Kong

2. The selection of data format in paragraph 4c of the Digital Planning Data Order Form should be congruent with the software configuration as stated in paragraph 3a.
3. After receiving the completed order form, Planning Department will issue a Demand Note to the customer. He/she should settle the payment at any post offices (except mobile post offices) within 14 days from the date the demand note is issued. If the customer fails to pay on the due date, his/her Digital Planning data Order Form shall be deemed to have been cancelled on the date following the payment due date but without prejudice to any right the Government may have as a result of or incidental to such failure to pay. Please **DO NOT** forward any payment when placing an order.
4. Planning Department will prepare the data and notify the customer by phone when the data are available for collection. The customer should present the **paid Demand Note** and the **duly executed Licence Agreement** when he/she comes to collect the data.
5. The charge of the data in Hong Kong Dollar are listed in the table below :

| | | | |
|--|--|------------------------|--------------------------|
| Type of Data Storage Media | 2001, 2006 & 2011 TPU&SB/VC Boundaries | | |
| CD ROM | Any one set: \$520 | Any two sets: \$648 | All three sets: \$777 |

The Government reserves the right to vary the charge of the data at any time without prior notice.

6. Any enquiries on the supply of Government Digital Planning Data can be sent to the address as shown in paragraph 1 above or :

| | | |
|----------|---|--|
| By Phone | : | Tel No. 2231 4789 |
| By Fax | : | Fax No. 2877 0389 |
| By Email | : | tspd@pland.gov.hk |

Note: The information collected in the Digital Planning Data Order Form will be used for the purpose of processing the order only.