

Application for Registration as a **Registered Minor Works Contractor (Company)**
Statutory Declaration of Working Experience under Oaths and Declaration Ordinance
by the person nominated as **Authorized Signatory**

(The declarant of this statutory declaration shall be the person nominated as the authorized signatory (AS) for the contractor. Please read the notes overleaf carefully before filling in. The claimed experience under this declaration will only be considered for application of class III minor works and at a maximum of 2 years.)

1. I (Name of declarant, English) _____ (Chinese) _____,
of (Residential Address) _____,

solemnly and sincerely declare that:-

(a) The Contractor (name) _____ has submitted a minor works contractor registration application to the Building Authority (BA) and I am nominated as the AS in the application.

(b) I have _____ years' (max. 2 years) relevant experience in building industry, _____ years' (max. 2 years) of which was gained locally.

(c) I have the experience in minor works items in Hong Kong as provided in the table below for BA's consideration:-

Work Item No.	Project Address (show detail address)	Period (mm/yyyy)	General Description of Minor Works involved (shall be relevant to the descriptions of minor works)	Number of Minor Works involved & Types of Minor Works Belong to						
				Type A A&A	Type B Repair	Type C Signboard	Type D Drainage	Type E Amenity	Type F Bldg Finishes	Type G Demolition
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
No. of minor works items completed in HK (the total no. of minor works in different types via separate BD standard forms must not less than registration requirement)			in total							
			in the past 3 years							

2. And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declaration Ordinance.

Declared at _____ (venue)
 in the Hong Kong Special Administrative Region
 this _____ day of _____ (month & year)
 through the interpretation of _____ (name of interpreter)
 of _____ (organization of
 interpreter) the said interpreter having been also first declared that he/she
 had truly, distinctly and audibly interpreted the contents of this document
 to the declarant, and that he/ she would truly and faithfully interpret the
 declaration about to be administered to him/her.

Before me,

Commissioner for Oaths

 (signature of declarant)

I, _____ (name of interpreter) of _____
 (organization of interpreter), solemnly and sincerely declare that I well understand the English and Chinese languages
 and that I have truly, distinctly and audibly interpreted the contents of this document to the declarant
 _____ (name of declarant), and that I will truly and faithfully interpret
 the declaration about to be administered to him/her.

Declared at _____ (venue)
 in the Hong Kong Special Administrative Region
 this _____ day of _____ (month & year)

Before me,

Commissioner for Oaths

 (signature of interpreter)

Warning: The declarant should note that the making of any false statement knowingly is an offence and he/she is subject to criminal liability

NOTE

1. Applicant may declare not more than 2 years' experience by means of this statutory declaration. The declared experience will only be considered for application of class III minor works.
2. Before making this statutory declaration, the declarant must complete the applicable information on page 1.
3. This statutory declaration must be made by the declarant in the presence of a Justice of Peace (JP) or a lawyer. Declaration can also be made in front of an officer of the Buildings Department (BD) being appointed as the Commissioner for Oaths. For detail arrangement, please refer to the Application Guidelines, or contact the Registration Unit of BD at 2626 1192.
4. Refer to Guidance Notes GN-BA25 List 2 on the information of minor works experience to be completed in the Table in para.1(c).
5. Use separate sheet if the space provided is insufficient.