

**To: Secretary, Town Planning Board
15/F, North Point Government Offices
333 Java Road
North Point
(Fax. No. : 2877 0245)**

Part I : To be completed by the Supervisor

(1) Name of Supervisor : (Chinese) _____

(English) _____

(2) Contact number : (telephone) _____

(fax) _____

(3) Correspondence Address : _____

(4) Type of school proposed : _____
(e.g. tutorial school, kindergarten etc.)

(5) School name : -
(Chinese) _____

(English) _____

(6) Address of proposed extension school premises :
(Chinese) _____

(English) _____

Supervisor's signature : _____

Date : _____

* Please delete as appropriate

**Part II : To be completed by District Planning Officer (_____),
Planning Department#**

- (1)[@] The proposed school premises fall within an area which is
 zoned _____ on the
draft/partly approved/approved* _____ Outline Zoning Plan No.
_____.
- not covered by any statutory plan.
- (2)[@] The proposed school use
 would not require planning permission from the Town Planning Board.
 would require planning permission from the Town Planning Board.
The applicant is advised to submit a section 16 application before
proceeding with the school registration application.
 is not allowed in the above premises.
- (3) Remarks (if applicable): _____

Signature : _____

Name of Officer : _____

_____ for DPO(_____)

Telephone : _____

Date : _____

(Official Chop)

c.c. Permanent Secretary for Education
(Attention : School Registration and Compliance Section)
(Fax No.: 2573 3459)
Secretary, Town Planning Board

[@] Tick the appropriate box

* Please delete as appropriate

Part II has been referred to District Planning Officer (_____), Planning
Department for completion

REMINDER

Applicants, while having dealings of any kind with the Education Bureau and other Government
Departments, should not offer advantage to Government officers.