

**Compensation Assessment for \_\_\_\_\_**

**[Date of Report]**

**1 Purpose of the Assessment**

1.1 According to [GN No.] dated [date], a copy of which is attached at Appendix [ ], the subject lot reverted to Government on [reversion date] by virtue of [Ordinance (Cap No.)] for the purpose of the [works] viz [project title].

and / or

According to [GN No.] dated [date], a copy of which is attached at Appendix [ ], an easement / a permanent right / a right of temporary occupation was created for the use of the Government from [date of creation of easements or other rights] for [duration] by the Government in, under or over the subject lot by virtue of [Ordinance (Cap No.)] for the purpose of the [works] viz [project title].

and / or

[Appropriate general description of the statutory notice]

1.2 [Relevant background information about the claim]

**2 Description of Property to which the Claim Relates**

**2.1 Subject Property**

- (a) Lot No. :
- (b) Address :
- (c) Undivided Shares : \_\_\_\_ out of \_\_\_\_
- (d) Location :
- (e) Year of Completion : [of existing buildings]
- (f) User of building :
- (g) Date of O.P. : (copy attached)
- (h) Approved Building Plans : Y/N
- (i) Areas/GFA of building affected :

**2.2 Subject Lot**

- (a) Registered Area of the Lot :
- (b) Land Status : [Building Land / Agricultural Land, etc]
- (c) Area affected : [Area as stated in notice]
- (d) Land Grant Documents : Lease conditions, building licence, etc
- (e) Lease Term : \_\_\_\_ years from \_\_\_\_\_
- (f) User under Lease :
- (g) Summary of Lease Restrictions :
- (h) Town Plan Zoning :
- (i) Restriction under OZP :
- (j) Any established Melhado Use :
- (k) Any planning approval given for :  
the use and development of the  
lot

2.3 Registered Owner :

2.4 Registered Encumbrances

- (a) Details of Mortgage / Legal Charge / Further Charge : [Including the principal still owing (if known) and name and address of the mortgagee]
- (b) [DMC, R-O-W, etc] :
- (c) Orders issued by Buildings Department :

2.5 Inspection

- (a) Inspection Date :
- (b) Occupancy Status : [vacant / owner-occupied / tenant-occupied]  
[Description of the property / structure]
- (c) Surrounding Environment :
- (d) Accessibility :
- (e) Existing Accommodation and Finishes :
- (f) Photograph : Enclosed at Appendix [ ]

3 Particulars of the Claim

3.1 Claimant's interest

- (a) Name of Claimant :
- (b) Address of Claimant :
- (c) Nature of interest : [Owner / Tenant / Sub-tenant / Mortgagee in possession / Owner of dominant tenement, etc]
- (d) Title Documents : [Assignment / Lease / Sub-lease / Mortgagee Agreement, etc](Copy at Appendix [ ])
- (e) Landlord / Head Tenant : [For claimant being tenant / sub-tenant]
  - (1) Name of Landlord / Head Tenant :
  - (2) Address of Landlord / Head Tenant :
  - (3) Details of Tenancy / Sub-tenancy : [Summary of the agreement between claimant and his landlord / head tenant including lease term]
  - (4) Area occupied by Tenant / sub-tenant :
  - (5) Any NTQ served : Y/N
- (f) Tenant / Sub-tenant : [For claimant having let the land or any part thereof]
  - (1) Name of Tenant / Sub-tenant :
  - (2) Address of Tenant / Sub-tenant :
  - (3) Details of Tenancy / Sub-tenancy : [Summary of the agreement between claimant and his tenant / sub-tenant including lease term]
  - (4) Ex-gratia Removal Allowance paid by H.D. :

- 3.2 Heads of Claims : [For each head of claim, specify the amount; the item in the Schedule / the section under which the claim is made under the Ordinance; and how the amount claimed is calculated]
- (a) Value of land resumed : Valuation at Section 4
- (b) Disturbance : [Removal Cost, Legal Fee, Agency Fee, Stamp Duty etc.] Assessment at Section 5
- (c) Severance :
- (d) Other heads of claims :
- (e) Interest :
- (f) Professional Fee :

3.3 Entitlement to Ex-gratia Compensation (zonal rate)

3.4 Entitlement to Village Removal Terms

3.5 Entitlement to Home Purchase Allowance

#### 4 Open Market Valuation

- 4.1 Date of Valuation : [Date of Reversion / Relevant Date, e.g. date of creation of easements etc.]
- 4.2 Basis of Valuation : [Existing use value / Redevelopment value]
- 4.3 Market Analysis : [Analysis of market evidence including details of comparable transactions relied upon]
- 4.4 Details of Valuation : [If valued on a depreciated replacement cost basis, the appropriate factors used;  
If valued on profit basis, the appropriate components and factors used; and  
If valued on residual basis, the proposed form of development.]
- 4.5 Opinion of Open Market Value of the Claimant's Interest : [Open Market Value of Land, Building, Easement]

#### 5 Assessment of Disturbance Compensation

- 5.1 Basis of Assessment : [Total extinguishments / Business relocation for claim for loss / damage to business]
- 5.2 [Assessment / Calculation of Disturbance]
- 5.3 Accountant's Report
- 5.4 Plant & Machinery Valuer's Report
- 5.5 Date of vacating the property

## 6 Qualification of Valuer

[A qualified valuer must be a Registered Professional Surveyor (General Practice) registered under Surveyors Registration Ordinance.]

## 7 Appendices

Appendix [ ]	:	GN Notice / Notice served to the owner(s) or claimants
Appendix [ ]	:	Resumption Plan and / or Scheme of Works
Appendix [ ]	:	Location Plan of Subject Property
Appendix [ ]	:	Land Grant Documents / Modification Documents
Appendix [ ]	:	OZP Extract
Appendix [ ]	:	Photographs
Appendix [ ]	:	List of Comparable Transactions
Appendix [ ]	:	Part Print of Building Plans, if any
Appendix [ ]	:	Tenancy Agreement, if any

Signature

---