

**APPLICATION TO THE PRESIDENT OF
THE HONG KONG INSTITUTE OF SURVEYORS
FOR THE APPOINTMENT OF AN INDEPENDENT VALUATION EXPERT**

The undersigned hereby requests the President of the Hong Kong Institute of Surveyors (HKIS) to appoint an Independent Valuation Expert.

Part 1: Details of parties		
1st Party		
Name:		
Capacity: Landlord/Tenant/Others		
Address:		
Tel no.:	Fax no.	Email:
Professional Advisor (if any)		
Name:		
Address:		
Tel no.:	Fax no.	Email:
2nd Party		
Name:		
Capacity: Landlord/Tenant/Others		
Address:		
Tel no.:	Fax no.	Email:
Professional Advisor (if any)		
Name:		
Address:		
Tel no.:	Fax no.	Email:

Part 4: Declaration

- (1) I / We hereby certify that details contained herein are true and accurate.
- (2) I / We acknowledge that the President of HKIS has complete discretion over who is to be appointed.
- (3) I / We acknowledge that no **re-appointment will generally be considered for an appointment once made unless the contract provides for such.**
- (4) I / We acknowledge that the terms of engagement and the fee to be charged of the independent valuation expert being appointed is to be confirmed with the said valuer direct.
- (5) I / We acknowledge that the President of HKIS has discharged his duty once he has notified the applicant(s) in writing, copied to the other party, the name of the duly appointed IVE.
- (6) I / We hereby confirm that I / we will be responsible for all fees and expenses in the appointment for which no liability attaches to the President of HKIS personally or to the HKIS.
- (7) I / We acknowledge that neither the President of HKIS nor the HKIS shall be liable for any act or omission whatsoever in connection with the appointment of the Independent Valuation Expert.

Applicant	Applicant
Capacity	Capacity
Signed	Signed
Date	Date

Please provide a letter of authorization from the applicant if this application form is signed by an Advisor to one of the parties.

Application to be returned to:

The Hong Kong Institute of Surveyors
 Room 1205, 12/F, Wing On Centre
 111 Connaught Road Central
 Sheung Wan, Hong Kong

Tel : +852 2526 3679
 Fax : +852 2868 4612
 Email : info@hkis.org.hk

Enclosures - Checklist for fully completed, signed and dated Application Form:

- 1) Cheque/cashier's order
- 2) Lease/Tenancy Agreement
- 3) Letter of Authorization (if signed by a Surveyor or an Advisor)
- 4) Copy of Letter Notifying Other Party of Application (if application is from a single party)