

CHILD CARE SERVICES ORDINANCE CAP. 243

**APPLICATION FOR CERTIFICATE FROM THE DIRECTOR OF
BUILDINGS/HOUSING/ARCHITECTURAL SERVICES
(for Exemption from Registration of Mutual Help Child Care Centre)**

Notes for application

- (1) Please write in block letters and delete whichever inappropriate(*)
- (2) please submit this form and enclose 4 copies of the layout plan of the proposed mutual help child care centre in person to the Child Care Centres Advisory Inspectorate, Unit 206, 2/F., THE HUB, 23 Yip Kan Street, Wong Chuk Hang, Hong Kong.

To : *Director of Buildings/Housing/Architectural Services

I, on behalf of my below-said organisation propose to apply for exemption from registration of the below-said premises as a mutual help child care centre and request the issue of the necessary certificate in relation to section 11B(2)(b) of the Child Care Services Ordinance to accompany my application. Attached please find four copies of the layout plan with English and Chinese annotation which I have duly signed and dated, showing those parts of the premises to be occupied by the proposed centre.

- (a) Name of representative: *Mr/Mrs/Miss/Ms _____ (English)
_____ (Chinese)
_____ (Post Title)
_____ (H.K.I.C. No)
- (b) Name of organisation represented : _____ (English)
_____ (Chinese)
- (c) Address & Tel. No. of organisation : _____ (English)
represented _____ (Chinese)
Tel. No.: _____
- (d) Name of proposed centre : _____ (English)
_____ (Chinese)
- (e) Full address of proposed centre : _____ (English)
(and Tel. No. if available) _____ (Chinese)
Tel. No.: _____
- (f) Contact person : *Mr/Mrs/Miss/Ms _____
- (g) Correspondence address & Tel. No. : _____
Tel. No.: _____

Signature : _____ Date : _____
(with seal of organisation)

c.c. Director of Social Welfare