

**APPLICANT & PREMISES TO BE AUDITED**

<b>All Electricity Account Nos. of the Premises</b> as shown on electricity bill			
<b>Name of Registered Customer (the Applicant)<sup>[a]</sup></b> as shown on electricity bill			
<b>Nature of Business <sup>[b]</sup></b>			
<b>Applicant's Representative</b>	<input type="checkbox"/> Mr. Surname _____ Given Names _____		
	<input type="checkbox"/> Ms. _____		
	Name of company or organisation: _____		
	Job Title: _____		
<b>Service Address</b> as shown on electricity bill	Flat/Room/Shop _____ Floor _____ Block _____	Name of Building/Estate _____	
	Number and Name of Street/Road (or Village) _____	<input type="checkbox"/> Central & Western <input type="checkbox"/> Eastern <input type="checkbox"/> Southern <input type="checkbox"/> Wanchai <input type="checkbox"/> Lamma Island	
<b>Correspondence Address</b>  <input type="checkbox"/> Same as Service Address	Flat/Room/Shop _____ Floor _____ Block _____	Name of Building/Estate _____	
	Number and Name of Street/Road (or Village) _____	<input type="checkbox"/> Central & Western <input type="checkbox"/> Eastern <input type="checkbox"/> Southern <input type="checkbox"/> Wanchai <input type="checkbox"/> Lamma Island <input type="checkbox"/> Others (please specify district): _____	
<b>Type of Premises</b>	<input type="checkbox"/> Accommodation (e.g. hotel, elderly home)	<input type="checkbox"/> Education (e.g. university, tutorial school)	<input type="checkbox"/> Hospital and Health (e.g. dental clinic, medical laboratory)
	<input type="checkbox"/> Office	<input type="checkbox"/> Eatery (e.g. fast food shop, bar)	<input type="checkbox"/> Retail
	<input type="checkbox"/> Others (please specify): _____		
<b>No. of Staff at Premises</b>			
<b>Total Floor Area of Premises</b>	<input type="checkbox"/> ≤500 m <sup>2</sup>	<input type="checkbox"/> 501 to 1,000 m <sup>2</sup>	<input type="checkbox"/> 1,001 to 2,000 m <sup>2</sup>
	<input type="checkbox"/> 2,001 to 5,000 m <sup>2</sup>	<input type="checkbox"/> 5,001 to 10,000 m <sup>2</sup>	<input type="checkbox"/> 10,001 to 15,000 m <sup>2</sup>
<b>Past Energy Audit Conducted for the Premises</b>	Last Date of Energy Audit: (within past 12 months from the date of this application, if any) _____		
	Conducted by: <input type="checkbox"/> HK Electric <input type="checkbox"/> Other Organisation _____		
Notes: [a] Full name as shown on HKID/Passport (for a person), Business Registration Certificate/Certificate of Incorporation (for a company) or other registration/incorporation document (for other entities) should be identical to the full name of the registered customer of the electricity account. If not, please arrange to amend the name of the registered customer before submitting the application. [b] Nature of business as shown on Business Registration Certificate/Certificate of Incorporation (for a company) or other registration/incorporation document (for other entities). <input type="checkbox"/> Please tick as appropriate.			

### APPLICATION FOR OTHER SMART POWER SERVICES (OPTIONAL)

I/We would also like to apply for other schemes/programmes under Smart Power Services (please tick all that apply), and request HK Electric to contact and follow up with me/us on the respective application processes.

- Smart Power Building Fund (for building owners): Subsidy (capped at \$250,000/\$500,000) at 25-80% of communal building services installations retrofitting, retro-commissioning or building-based smart technology project cost. ([www.hkelectric.com/SPBF-en](http://www.hkelectric.com/SPBF-en))
- Energy-efficient Community Subsidy (for non-residential customers): Subsidy (capped at \$300,000/\$500,000) at 100% of turnkey project cost for retrofitting or new installation of energy-efficient electrical kitchen, laundry or water heating equipment. ([www.hkelectric.com/SPCF-en](http://www.hkelectric.com/SPCF-en))
- Smart to Care Subsidy (for caring/rehabilitation/residential premises for the elderly/children/disabled and transitional housing): Subsidy (capped at \$300,000) at 100% of turnkey project cost for implementation of gerontechnology or smart technology equipment/systems. ([www.hkelectric.com/SPCF-en](http://www.hkelectric.com/SPCF-en))
- Energy-efficient Equipment Subsidy (for non-residential customers already conducted energy audits): Subsidy (capped at \$150,000) at 50% of turnkey project cost for retrofitting of energy-efficient equipment. ([www.hkelectric.com/SPCF-en](http://www.hkelectric.com/SPCF-en))
- Feed-in Tariff (FIT) Scheme (for all customers): HK Electric purchases the electricity generated from grid-connected solar photovoltaic/wind power systems installed at customers' premises at FIT rates. ([www.hkelectric.com/FIT-en](http://www.hkelectric.com/FIT-en))
- Renewable Energy Certificates (REC) (for all customers): Customers can purchase from HK Electric REC representing electricity generated from local renewable energy (RE) sources to achieve their RE or environmental targets. ([www.hkelectric.com/REC-en](http://www.hkelectric.com/REC-en))
- Smart Power for Data Centre (for non-residential customers): HK Electric provides a one-stop service on electricity-related matters to assist industry practitioners in establishing data centres and decarbonising their operation throughout their life cycle. ([www.hkelectric.com/SPDC-en](http://www.hkelectric.com/SPDC-en))
- Smart Power EV Charging Solution (for all customers): HK Electric provides a one-stop free service to assist customers in implementing EV charging solutions. ([www.hkelectric.com/EV-en](http://www.hkelectric.com/EV-en))

### PERSONAL DATA COLLECTION STATEMENT

#### Purpose of Collection

The personal data and other related information provided by you in the application form will be used by HK Electric solely for the purposes of processing your application and/or request in respect of other schemes/programme under Smart Power Services for which you would like to apply. The provision of personal data and other related information in the application form is voluntary. However, if you do not provide adequate and accurate data, we may not be able to process your application and/or request.

#### Transfer of Personal Data

Your application forms, inspection records, and other related information may be provided to the HKSAR Government for auditing and verification purposes, and will also be provided to other departments or the service providers assigned by HK Electric for the purposes of verifying the particulars provided by you and other purposes related to the Smart Power Services.

HK Electric will disclose your personal data when required to do so by law or in response to requests from law enforcement agencies or the Government, or if explicit consent to such disclosure is given by you.

#### Access to Personal Data

To request a full copy of the Privacy Policy Statement, for enquiry, for data access and correction, please refer to the website: [www.hkelectric.com](http://www.hkelectric.com), email us at [personaldata@hkelectric.com](mailto:personaldata@hkelectric.com), call us at 2887 3411, fax to 2510 7667 or write to 9/F Electric Centre, 28 City Garden Road, North Point for the attention of our Personal Data Protection Officer.

### DECLARATION AND SIGNATURE BY APPLICANT

I/We declare that the information provided in this form is complete, true and correct. I/We have read and agree to be bound by the terms and conditions of Smart Power Energy Audit (as set out in this Application Form and may be revised from time to time). I/We also acknowledge that I/we have read and understand the Personal Data Collection Statement above.

I/We also confirm that the above **Applicant's Representative** is designated and authorised by me/us to act on my/our behalf in all matters relating to this application under this application, and you are entitled to treat all communications (oral or written) with him/her as proper communications with the Applicant.

<b>Name of Signatory*</b>	<b>Signature and Official Chop</b>
<b>Job Title</b>	
<b>Date</b>	

Note: \* The personal applicant or the authorised signatory for company/organisation applicant.

## 1. Introduction

- 1.1 These Terms and Conditions set out the eligibility criteria, the application process and other terms and conditions for Smart Power Energy Audit (**SPEA**). HK Electric may from time to time revise these Terms and Conditions. Notice of any revision will be conclusively given by publishing the revision on HK Electric's website at [www.hkelectric.com](http://www.hkelectric.com) or by sending to applicants a copy of the revised Terms and Conditions or an appropriate extract or summary of the same. Any such revision will replace all previously published Terms and Conditions and will take effect from the date when the revision is first published on HK Electric's website (or such later date specified in the revision). HK Electric may in its sole and absolute discretion to interpret and execute the Programme, the Term and Conditions and related matters, and its decision shall be final.
- 1.2 The service scope of SPEA will cover site inspection of business premises, analysis of energy efficiency performance, identification of energy saving opportunities and submission of audit report on findings and recommendations.

## 2. Eligibility

- 2.1 Participation in the SPEA will only be considered if all of the following conditions are satisfied:
- a) the applicant (the **Applicant**) is a registered customer of a HK Electric's Non-Residential Tariff or Maximum Demand Tariff electricity account (excluding the HKSAR Government accounts) ; and
  - b) the floor area of the premises to be audited is 15,000 m<sup>2</sup> or below.

## 3. Application Process

- 3.1 The Applicant shall make the application for SPEA by submitting to HK Electric a duly completed SPEA Application Form (available at HK Electric's website: [www.hkelectric.com/SPEA-en](http://www.hkelectric.com/SPEA-en)) by email to [SPEA@hkelectric.com](mailto:SPEA@hkelectric.com) (please mark "**Application for Smart Power Energy Audit**" in the email subject). An application with incomplete information will not be processed.
- 3.2 HK Electric reserves the right to accept or reject any application at its sole discretion based on the information provided in this Application Form and other factors considered to be relevant by HK Electric, such as available resource, energy saving potential, etc. HK Electric may also defer any application if the premises was audited within the past twelve (12) months from the Date of Receipt of the Application.
- 3.3 The Applicant shall, prior to the Application, designate and authorise a natural person to be the **Applicant's Representative** to act on its behalf in all matters in relation to the Application. HK Electric shall treat communications from or requests by any of the Applicant's Representative as duly authorised by the Applicant, and shall be at liberty to ignore any communication from or request by any other person (regardless of whether such person has any interest in the relevant Service Address). HK Electric will not become involved in, nor will it be responsible for, any dispute

between owners or other parties interested or claiming an interest in the Service Address.

- 3.4 To ensure HK Electric's ability to communicate with only persons duly authorised by the Applicant, the Applicant shall immediately notify in writing HK Electric of any change in the Applicant's Representative or any change in his/her particulars (and in case of a change of an Applicant's Representative, provide evidence satisfactory to HK Electric of the appointment, designation and/or authorisation of the successor of the Applicant's Representative).

#### **4. SPEA Service**

- 4.1 HK Electric has appointed a third party organisation to conduct SPEA for the premises of approved application on behalf of HK Electric (the **Appointed Organisation**). Upon completion of the SPEA, the Applicant shall certify the SPEA by signing the **Energy Audit Completion Form** as provided by HK Electric.
- 4.2 If the Applicant implements any of the Energy Management Opportunities (the **EMOs**) or energy efficiency improvements (the **EE Improvements**) as recommended in the energy audit report, the Applicant shall notify HK Electric of the progress of implementation of the related EMOs and EE Improvements.
- 4.3 If deemed necessary by HK Electric, the existing electricity account meter(s) at the premises to be audited under this application will be replaced by HK Electric for taking more accurate electricity consumption data for verification of the energy efficiency enhancement effectiveness in case the EMOs and the EE improvements (if any) are implemented by the Applicant. The Applicant shall allow and provide such provisions (including without limitation, allowing or procuring to allow temporary suspension of electricity when necessary) as may be required by HK Electric to facilitate the metering replacement work.
- 4.4 If the Applicant has completed any EMOs or EE Improvements as recommended in the energy audit report, the Applicant shall certify all these EMOs and EE Improvements by completing and signing the **Energy Saving Installations Verification Form** as provided by HK Electric. The Applicant shall allow HK Electric and/or its Appointed Organisation to carry out site inspection for the implemented EMOs and/or EE Improvements.

#### **5. Termination of Application/SPEA Service**

- 5.1 The Applicant may withdraw from SPEA at any time without giving a reason any time by serving HK Electric a prior written notice.
- 5.2 HK Electric may terminate his/her participation in SPEA if the Applicant breaches any terms under Terms and Conditions of the SPEA by serving a written notice to the Applicant.

## **6. Limitation of Liability**

- 6.1 Save to the extent required by law, HK Electric shall not be liable (whether monetary or otherwise) for:
- a) any loss or damage to SPEA of whatsoever nature and howsoever arising;
  - b) any loss or damage relating to and/or arising out of SPEA;
  - c) any loss or damage to any third person; or
  - d) any indirect or consequential or economic loss, or loss of revenue, profit or data.
- 6.2 The SPEA is conducted solely based on information provided by the Applicant, observations at site inspection and/or estimations, the accuracy and completeness of which have not been verified. There may also be other factors which affect the feasibility, cost and saving potentials of the energy saving opportunities identified in the energy audit report. The Applicant acknowledges and agrees that the energy audit report is prepared for information purpose only so as to facilitate the Applicant to further explore the relevant EMOs and/or EE Improvements and seek professional advice from qualified service providers to assess their implementation. HK Electric and its Appointed Organisation shall under no circumstances be responsible or liable for loss or damage of whatsoever nature, including without limitation loss of revenue, profit or savings and any incidental or consequential damages, arising out of or in any way related to SPEA and the energy audit report.

## **7. Data Protection and Information Disclosure**

- 7.1 The Applicant agrees to provide timely and sufficient information to HK Electric and the Appointed Organisation for preparing, undertaking and completing the SPEA service and the energy audit report. The Applicant also agrees that HK Electric may transfer the information provided by the Applicant and the electricity consumption record of the premises under the successful Application to the Appointed Organisation for energy audit purpose. The Appointed Organisation shall be under a duty of confidentiality to HK Electric to keep any information obtained from HK Electric and the Applicant confidential.
- 7.2 The Applicant shall ensure that a valid consent has been obtained from the Applicant's Representative before transferring his/her contact information to HK Electric.
- 7.3 It is the Applicant's responsibility to notify HK Electric from time to time any update to the contact information of the Applicant's Representative.

## **8. General**

- 8.1 The SPEA shall be governed by and construed in accordance with the laws of HKSAR. Each of the parties irrevocably submits to the exclusive jurisdiction of the courts of HKSAR.

- 8.2 If there is any inconsistency or ambiguity between the English and Chinese versions of these Terms and Conditions, the English version shall prevail.

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