

# Return of requisition forms urged

The Rating and Valuation Department issued letters today (November 5) to remind rates and/or Government rent payers who have not yet responded to the requisition forms (RIA) issued to them in August to complete and return them as soon as possible.

The rental information collected will be used to prepare a new round of general revaluation.

"Whether premises are vacant, let or owner-occupied, rates and/or Government rent payers should complete and return the forms once received. They can also choose to complete and return the forms by using the Electronic Submission of Forms service provided at the department's website ([www.rvd.gov.hk](http://www.rvd.gov.hk))," a spokesman for the department said.

Anyone who knowingly makes a false statement or refuses to furnish particulars requested in the form commits an offence and faces maximum fines of \$25,000 or \$10,000 respectively, and also a fine equivalent to three times their rates and/or Government rent undercharged.

Rates and/or Government rent payers are reminded to affix sufficient postage if they return the forms by post to ensure timely and successful postal delivery.

Rates and/or Government rent payers who need help in completing the forms can call the numbers printed on the forms or visit the department at 15/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon. The department's website also provides answers to commonly asked questions on completing the form.