



碧濤花園第一期業主立案法團 The Incorporated Owners of Pictorial Garden Phase 1

新界沙田安景街19-21號
19-21 On King Street, Shatin, NT, Hong Kong
E-mail: info@pg-i.hk

第九屆管理委員會第一次業主周年大會

業主周年大會通知

致：碧濤花園第一期各業主

現根據《建築物管理條例》第344章規定，發出有關業主周年大會通知，詳情如下：

日期：2019年8月17日（星期六）

時間：下午4時正

地點：本苑下層停車場康樂室

會議議程如下：

- (1) 主席報告及本苑財務報告
 - (2) 省覽2017年度屋苑核數賬目
 - (3) 議決聘請核數師審核2018年度屋苑賬目
 - (4) 議決委聘「樓宇維修工程」顧問公司
 - (5) 議決修改大廈外牆顏色
- 5.1 議決揀大廈外牆顏色設計(如議決五獲得通過)

碧濤花園第一期業主立案法團
第九屆管理委員會

曾敏儀

主席 曾敏儀



2019年7月31日

- 註：1. 根據《建築物管理條例(第344章)》規定，會議的法定人數須達全體業主人數10%。法團誠意邀請各業主準時出席是次大會。
2. 如業主未能親自出席投票，可用隨附的委任代表的文書(即授權書)，委任代表出席投票。委任代表的文書是按照《建築物管理條例(第344章)》規定的格式製備的。經業主簽妥的委任代表的文書，必須在會議舉行的時間至少48小時前(即2019年8月15日下午4時正前)投入碧濤花園第一期管理處收集箱內。
3. 出席的業主及其委任代表，請帶備身份證明文件到達會場進行登記手續。



碧濤花園第一期業主立案法團
The Incorporated Owners of Pictorial Garden Phase 1

新界沙田安景街19-21號
19-21 On King Street, Shatin, NT, Hong Kong

E-mail: info@pg-i.hk

1st Annual General Meeting of the 9th Management Committee

Notice of Annual General Meeting

To: All Owners of Pictorial Garden Phase I

Notice is hereby given pursuant to the Building Management Ordinance (CAP.344) that the Annual General Meeting will be held. Details are as follows:

Date : 17th August 2019 (Saturday)



Time : 4:00 p.m.

Venue : Recreation Room on Lower Car Park

The Agenda of the Meeting is as follows:

- (1) Report from Chairlady and Estate Financial Report**
- (2) Perusal of Audit Report 2017**
- (3) To Resolve and appoint an accountant to audit the financial statement for Year 2018**
- (4) To Resolve on the appointment of a consultant of the Building Renovation Project**
- (5) To Resolve on amending the color design of the Building External Wall**
 - (5.1) To Resolve on selecting the color design plan (if the agenda 5 is passed)**

**The 9th Management Committee of The
Incorporated Owners of Pictorial Garden Phase I**

Chairlady Tsang Man Yee

31st July, 2019

Remarks:

1. According to "The Building Management Ordinance (Cap.344)", the quorum for the meeting shall be 10% of the total number of owners. All owners are cordially invited to attend the meeting on time.
2. If the owner(s) are unable to attend the meeting in person, a proxy may be appointed by the attached proxy form to attend and vote. The instrument appointing a proxy shall be in the statutory form set out in the Building Management Ordinance. Completed instrument of proxy must be lodged with the collection box in Management Office of Pictorial Garden Phase I at least 48 hours before the time for the holding of the meeting (before 4:00p.m. on 15 August 2019.)
3. The owner(s) and proxy holder should bring along his/her personal identification documents for registration at the meeting.

碧濤花園第一期業主立案法團

第九屆管理委員會第一次業主周年大會

表格 2

就法團會議委任代表的文書

碧濤花園第一期業主立案法團

本人／我們 (業主姓名)，
為碧濤花園第一期 閣 字樓 室及 / 或 * 上 / 下
層 號車位及 * 上 / 下層 號車位的業主，現委
任 (代表姓名)
*[如他未能出席，則委任 (替代代表姓名)]
為本人／我們的代表，出席於2019年8月17日舉行的碧濤花園第一期業主
立案法團的第九屆管理委員會第一次業主周年大會*[及任何延會]並代表本人／我們投票。

2019年 月 日

(業主簽署)

*刪去不適用者。

此為《建築物管理條例》所規定的指定格式(附表 1A 表格 2)，業主以本文書委任代表時，不得擅自更改內容。

THE INCORPORATED OWNERS OF PICTORIAL GARDEN PHASE I

**The 1st Annual General Meeting
of the 9th Management Committee**

Form 2

INSTRUMENT OF PROXY FOR MEETINGS OF CORPORATION

The Incorporated Owners of Pictorial Garden Phase I

I/We,..... (name(s) of owner(s)),
being the owner(s) of Flat,Floor,Court, and/or Car
Parking Spaceon*Ground Floor/Lower Ground Floor and Car Parking
Spaceon *Ground Floor/Lower Ground Floor, Pictorial Garden Phase I,
hereby appoint..... (name of proxy)
*[or failing him..... (name of
alternative proxy)], as my/our proxy to attend and vote on my/our behalf at the 1st Annual
General Meeting of the 9th Management Committee of The Incorporated Owners of
Pictorial Garden Phase I, to be held on 17th August, 2019 *[and at any adjournment
thereof].

Dated this _____ day of _____ 2019

(signature of owner(s))

*Delete where inapplicable.

The format as shown in this instrument is the statutory one which is set out in the Building
Management Ordinance (Form 2 in Schedule 1A). No alteration of the format is permitted.

重要通告

ST302-NTT-202-19-CH

有關：委任代表的文書事宜

本苑將於 2019 年 8 月 17 日(星期六) 下午 4 時正，假本苑下層停車場康樂室舉行第九屆管理委員會第一次業主周年大會。如業主未能親自出席投票，可填妥附頁的委任代表的文書(即授權書)授權代表出席會議及投票。

根據《建築物管理條例(第 344 章)》規定：

1. 委任代表的文書須符合上述條例附表 1A 表格 2 所列的法定格式，及
 - (a) 並須由業主簽署；或
 - (b) 如業主是法人團體(即公司、社團等)，則須(即使其章程另有規定)蓋上其印章或圖章，並由獲該法人團體就此而授權的人簽署；
 2. 委任代表的文書須在會議舉行時間至少 48 小時前(即 2019 年 8 月 15 日下午 4 時正前)送交管理委員會秘書處(即碧濤花園第一期管理處收集箱)；
 3. 委任代表的文書須按照上文第 1 及 2 條訂立和送交，方屬有效，否則該文書便告無效；及
 4. 出席的業主及其授權代表，須帶備身份證明文件於會場進行登記手續。
- 如閣下並非單位註冊業主，請代轉交此通告予有關註冊業主。

碧濤花園第一期管理處

2019 年 7 月 30 日

Important Notice

Re: The Instrument of Proxy

The 1st Annual General Meeting of the 9th Management Committee will be held **at the Recreation Room of lower carpark floor at 4:00 p.m. on 17 August 2019 Saturday**. Owner(s) who cannot attend in person, please fill-in the attached instrument of proxy (Proxy) to authorize a representative to attend and vote at the meeting.

According to “The Building Management Ordinance (CAP.344)”:

1. The instrument appointing a proxy shall be in the form set out in **Form 2 in Schedule 1A** of the said Ordinance, and ;
 - (a) shall be signed by the owner; or
 - (b) if the owner is a body corporate (e.g. a company or an association etc.), shall notwithstanding anything to the contrary in its constitution, be impressed with the seal or chop of the body corporate and signed by a person authorized by the body corporate in that behalf ;
2. The instrument appointing a proxy shall be lodged with the Secretary of the Management Committee (Collection Box of Management Office of Pictorial Garden Phase I) **at least 48 hours before the time for the holding meeting (before 4:00 p.m. on 15 August 2019)** ;
3. The instrument appointing a proxy is valid only if it is made and lodged in accordance with the above items 1 and 2, otherwise it shall be invalid ; and
4. The Owner(s) and authorized person should bring along his/her personal identification documents for registration at the meeting.

In case you are not a Registered Owner(s), please divert this notice to the Registered Owner(s).

Management Office of Pictorial Garden Phase I

30 July 2019

碧濤花園第一期業主立案法團 第九屆管理委員會第一次業主周年大會

收集個人資料目的說明

收集資料的目的

1. 本文書供你/你們委任代表，出席本業主立案法團的第九屆管理委員會第二次業主特別大會及任何延會(如適用)。代表你/你們出席會議的人士會組成會議的法定人數，並代表你/你們投票。
2. 本業主立案法團第九屆管理委員會(「本管委會」)主席及/或秘書或會跟進你/你們所提供的個人資料，並會在有需要時與你/你們聯絡，以查證你/你們所作出的委任是否有效。

取得委任代表的同意

3. 你/你們在本文書提供有關委任代表的個人資料前，應取得他/她的同意，並向他/她提供本說明文件，解釋收集其個人資料的目的和用途。

資料轉交的對象

4. 你/你們在本文書提供的個人資料，本業主立案法團和本管委會可能會為上文第 2 段所述的目的而向建築物其他業主及/或其他有關人士和團體披露。

查閱個人資料

5. 根據《個人資料(私隱)條例》(第 486 章)第 18 條、第 22 條及附表 1 第 6 原則的規定，你/你們有權查閱和改正個人資料。你/你們查閱資料的權利，包括索取你/你們在本文書所提供的個人資料的副本。

查詢

6. 如對本文書所收集的個人資料有任何查詢，包括要求查閱和改正資料，可與管委會秘書聯絡(電話：2646 1859)。

THE INCORPORATED OWNERS OF PICTORIAL GARDEN PHASE I

THE 1st ANNUAL GENERAL MEETING OF THE 9th MANAGEMENT COMMITTEE

Statement of Purposes in respect of Collection of Personal Data

Purpose of Collection

1. This instrument is to be used by you to appoint a proxy to attend the 1st Annual General Meeting of the 9th Management Committee of the corporation and any adjourned meeting(if applicable).Your proxy will form the quorum and vote on your behalf at the meeting.
2. The chairman and/or secretary of the 9th Management Committee(MC) of the owner's corporation(OC) may follow up on the personal data you provided in this instrument and, if necessary, will contact you for the purpose of verifying the validity of the appointment of your proxy.

Consent of your Proxy

3. You should obtain the consent of your proxy in using his/her personal data provided in this instrument, and provide your proxy with this statement, informing him/her of the purpose for collecting his/her personal data.

Classes of Transferees

4. The OC and its MC may disclose the personal data you provided in this instrument to other owners of this building, and/or other relevant persons and bodies for the purposes mentioned in paragraph 2 above.

Access to Personal Data

5. You have the rights of access and correction to the personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance, Cap.486. Your right of access includes the right to obtain a copy of your personal data provided in this instrument.

Enquiries

6. Enquiries concerning the personal data collected by means of this instrument, including requests for access to and correction of data, should be directed to the secretary of the MC (Telephone Number: 2646 1859)