|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| bd logo | |  | YOUR REF 來函檔號： |  |
| OUR REF 本署檔號： | ${Dsn} |
| FAX 圖文傳真： | ${Fax} |
| TEL 電話： | 3842 3619 |
| URL 網址: | http://www.bd.gov.hk |
|  |  | |  |  |

${ReceiveDate}

|  |  |
| --- | --- |
| ${GivenName} ${Surname}  ${AddressLine1}  ${AddressLine2} |  |
| ${AddressLine3}  ${AddressLine4}  ${AddressLine5} |  |

Dear Sir/Madam,

|  |
| --- |
| Document Serial No. ${Dsn} |
| Documents Submitted with Form ${FormType} |
| ${Address} |

I refer to the captioned documents received on ${RecevieDate} and regret to inform you that they cannot be processed further for the reason(s) given in detail below:

|  |  |
| --- | --- |
| ${CodeImage0} ${CodeDecription0} | ${CodeImage7} ${CodeDecription7} |
| ${CodeImage1} ${CodeDecription1} | ${CodeImage8} ${CodeDecription8} |
| ${CodeImage2} ${CodeDecription2} | ${CodeImage9} ${CodeDecription9} |
| ${CodeImage3} ${CodeDecription3} | ${CodeImage10} ${CodeDecription10} |
| ${CodeImage4} ${CodeDecription4} | ${CodeImage11} ${CodeDecription11} |
| ${CodeImage5} ${CodeDecription5} | ${CodeImage12} ${CodeDecription12} |
| ${CodeImage6} ${CodeDecription6} | ${CodeImage13} ${CodeDecription13} |

|  |
| --- |
| 2. ${DWRemark2}. |
| 3. ${DWRemark3}. |
| 4. Should you have any queries, please contact ${TOName} at ${TOContactNo} |

Yours sincerely,

${POName}

Building Authority