



香港酒店業主聯會

The Federation of
Hong Kong Hotel Owners

IMPORTANT

Our Ref: 055/09/ML

May 11, 2009

By fax and email

CIRCULAR TO CHAIRMAN & ALL MEMBERS

Total no. of page: 6 pages

cc: Hotel Controllers and Accountants Association of Hong Kong
Mr. Stephen YIP, LandElite Surveyors Limited

Dear Members,

Re: Appeal Reminder of Hotel Ratable Value 2009/10

Reference is made to Circular Ref: 035/09/ML dated April 8. After discussing with our consultant, it is a reminder to Members to consider our suggested actions.

First Stage

1. If individual hotel prefer to lodge an appeal/a proposal to RVD, they should submit the proposal before **the statutory deadline, which is May 31, 2009**. The proforma for Hotel Accounts in excel format is enclosed for your reference and taking necessary actions. After your submission of proposal to RVD, you will receive in June/July from RVD a similar proforma, which may require information **for a shorter time span**.
2. Please read the **Important Notes** at the bottom part of the standard Proforma for Hotel Accounts and the **Guidance Notes** attached before you fill in the form. **Guidance Notes** guide you what sort of information/data you should provide before submitting information to RVD with the standard Proforma for Hotel Accounts. Please read and follow the Notes as advised.
3. Please copy the proposal and accounts information **via email** to the consultant of the Federation, LandElite Surveyors Limited, for reference. Its contact information is as follows.

Responsible Contact Person: Mr. Ronald Lai

Tel: 2869-7138

Email: landelit@netvigator.com

4. Your hotel(s) is/are **suggested to provide our consultant the necessary information in the past 3 years for data analysis purpose**. The information collected is **strictly confidential** and only **collective results** will be presented to RVD for consideration. We appreciate the contribution of your hotel(s) for the benefit of the entire hotel industry.
5. Under the umbrella of the Federation, collective actions and representation on behalf of Members will be taken. Our consultant will be involved in this stage.

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6. This service is provided to all members on the account of the Federation.

Second Stage

7. Outcome of the appeal by the Federation would be released to individual hotel in November, 2009. If hotel is dissatisfied with the outcome or individual results, it will be the hotel's individual decision to consider appointing its own consultant and making appeal to the RVD or Lands Tribunal.

Should you have any enquiries, please do not hesitate to contact the consultant of the Federation.

Yours sincerely,

Michael LI
Executive Director

W/Encl.

1. Proforma for Hotel Accounts (Standard Format) with Important Notes
2. Guidance Notes