



# Application Form for Refurbished Electrical Equipment

Confidential

For ALBA Integrated Waste Solutions (HK) Ltd. ("Service Provider") Internal Use

Application no.:

**Points to Note: All items must be completed, otherwise the application may not be processed.**

Name of organisation & unit : \_\_\_\_\_ Name of social worker : \_\_\_\_\_

Contact phone : \_\_\_\_\_ Fax no : \_\_\_\_\_ Email address : \_\_\_\_\_

\*If the electrical equipment is for organization's own use, please provide the delivery address :

### Particulars of Applicant (Not applicable to organization's own use) :

Name : Ms./Mr. \_\_\_\_\_ Age : \_\_\_\_\_ HKID no. : \_\_\_\_\_ ( )

District : \_\_\_\_\_ Address : \_\_\_\_\_

Building equipped with elevator :  Yes  No, Please specify : \_\_\_\_\_

Contact phone no.: (Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Health status :  Healthy  Physically disabled  Mentally disabled  Chronic patients  Others : \_\_\_\_\_

Additional info. :  Suffer from natural disaster/ accidents  Single parent family  New immigrant  Singleton elderly  
 Others : \_\_\_\_\_

Financial situation :  CSSA  Low income  Others : \_\_\_\_\_

**Select Electrical Equipment : (Please ✓ and circle the required type of electrical equipment. For those applications which have specified requirements on the dimensions, please indicate.)**

**Application limits: 1 piece**

<input type="checkbox"/> LCD TV 20 inch or below 22-32 inch 37 inch or above	<input type="checkbox"/> Washing machine ( high level ) ( front / top load ) (size : _____)
<input type="checkbox"/> Refrigerator (1-door / 2-doors ) (size : _____)	<input type="checkbox"/> Window type air-conditioner cooling capacity (size : _____)

### Pick-up Arrangements of Electrical Equipment :

Service provider will arrange delivery service

Social worker has explained the content of "Consent Agreement for Application" to the applicant. The applicant understood and signed the agreement. (To save paper, please do not fax the consent agreement to us.)

Applicant is  willing  not willing to participate in media interviews and coverage.

Signature of Social Worker : \_\_\_\_\_

Date : \_\_\_\_\_ Chop of Organisation : \_\_\_\_\_

\* Please fax the completed form to fax no : 2290-5092 or email to donation@weee.com.hk

Enquiry: 2290-5238



## Consent Agreement for Application

For Social Worker

Case no.: \_\_\_\_\_

To save paper, please do not fax this form to ALBA Integrated Waste Solutions (HK) Ltd. ('Service Provider').  
Applicant and social worker shall keep the record accordingly.

### **Points to Note to Applicant**

1. Application shall be made through referral by registered social worker; individual application would not be considered.
2. Your ID number shall be disclosed to the Service Provider to:
  - a. process your application AND
  - b. verify your identity
3. Due to limitation of resources, each application shall be allotted on a one-off basis. We will notify the social worker of your application result. The unsuccessful applicant may re-apply this donation service if needed.
4. Electrical equipment available for donation includes washing machines, TVs, refrigerators and air-conditioners. We will conduct inspection and testing for all electrical equipment before donation.
5. Refurbished electrical equipment are limited, please prioritize your selection in accordance with your needs.
6. All refurbished electrical equipment are second-hand products. Models, brands and age of the electrical equipment could not be selected. All electrical equipment are for own use only and resell is not allowed. Please note that some refurbished TVs may not come with remote control. For those applications which have specified requirements on the electrical equipment (e.g. size of the washing machine and cooling capacity of the air conditioner), please indicate your preference on the form. We will try our best but cannot guarantee to meet the requirements.
7. Application would be processed on first-come-first-served basis. Preference would also be given to those applicants with special needs (e.g. chronic patients, physically disabled, suffer from natural disaster/ accidents). Please indicate your circumstances if applicable.
8. Installation service of electrical equipment (including washing machines and TVs) will not be provided. There is one month guarantee on the electrical equipment. Please try out the electrical equipment as soon as possible. You can get our repair/replacement services during the guarantee period by calling the Service Provider (Tel: 2290-5238).
9. Pick-up arrangements of electrical equipment: Service provider will arrange delivery service

I \_\_\_\_\_ (Name of applicant) understand and agree with the above arrangement.

Signature of Applicant : \_\_\_\_\_ Signature of Social Worker : \_\_\_\_\_ Date : \_\_\_\_\_

## Personal Information Collection Statement

### Purpose of Collection

1. The personal data provided in this form may be used by ALBA Integrated Waste Solutions (HK) Ltd. (“ALBA-IWS”) and the Environmental Protection Department (“EPD”) for one or more of the following purposes:
  - (a) Activities relating to processing this application;
  - (b) Delivering services to you;
  - (c) Enquiry or complaint investigations;
  - (d) Statistical analysis;
  - (e) To facilitate communications between the collection contractor and yourself; and
  - (f) Other purposes directly relating to any of the above.
2. The provision of personal data is voluntary. If the information provided is not sufficient, we may not be able to process your application.

### Transfer of Personal Data

3. ALBA-IWS and the EPD may disclose the personal data provided in this application to other persons or organisations for the purposes mentioned in paragraph 1 above.

### Access and Correction of Personal Data

4. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form. A fee may be imposed for obtaining a copy of the data.
5. Request for personal data access or correction should be made in writing:

ALBA Integrated Waste Solutions (HK) Limited,  
Lots P2-P4, Eco Park, 133 Lung Mun Road, Tuen Mun Area 38, N.T  
Tel: 2371 2822  
Fax: 2371 3628