



# Office of The Ombudsman

## Enquiry Form

|               |                      |
|---------------|----------------------|
| Enquiry No. : | 2629 0555            |
| Fax No. :     | 2956 2622            |
| Email :       | enquiry@ombudsman.hk |
| Website :     | www.ombudsman.hk     |

Please read the **Information Notes** before filling in this Form.  
Fields marked with \* **must** be filled in.

**Name of Enquirer\***: (Mr / Ms<sup>#</sup>) \_\_\_\_\_

**Email or Correspondence Address\***: \_\_\_\_\_

\_\_\_\_\_ Telephone No.: \_\_\_\_\_

**Details of the Enquiry\*** (Please specify. Use additional sheets if necessary.)

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I / We<sup>#</sup>, being the enquirer(s), acknowledge the content of the **Information Notes** overleaf.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

# Please delete as appropriate

**Information Notes:**

1. All personal and other data submitted will only be used for the purposes which are directly related to the carrying out of the statutory functions of The Ombudsman. Enquirers may request access to and correction of personal data pursuant to the Personal Data (Privacy) Ordinance. Such requests should be addressed to the Chief Manager of this Office (at the address below), with the file reference number quoted (if available). This Office may charge a fee for supplying copies of such personal data.
2. The original of this enquiry form and any material provided will be at the disposal of this Office and normally will not be returned to the enquirer.
3. Please visit this Office's website ([www.ombudsman.hk](http://www.ombudsman.hk)) or call our hotline (2629 0555) for details of our Performance Pledges and Complainants Charter.



|                                    |   |   |   |   |                                    |
|------------------------------------|---|---|---|---|------------------------------------|
| Please fold and seal here 請沿此線摺好密封 | POSTAGE<br>WILL BE<br>PAID BY<br>LICENSEE<br>郵費由<br>持牌人支付 | <b>BUSINESS REPLY SERVICE LICENCE NO. 5029</b><br>商業回郵牌號：5029 | <b>OFFICE OF THE OMBUDSMAN</b><br><b>30/F CHINA MERCHANT TOWER</b><br><b>SHUN TAK CENTRE</b><br><b>168-200 CONNAUGHT ROAD CENTRAL</b><br><b>HONG KONG</b> | NO POSTAGE<br>STAMP<br>NECESSARY IF<br>POSTED IN<br>HONG KONG<br>如在本港投寄<br>無須貼上郵票 | Please fold and seal here 請沿此線摺好密封 |
|                                    | GPO.WC34  |   |   |   |                                    |

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