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| **BEAM Plus First Appeal Form** | | |
| **Project Number :** | | **Our Ref :**  *(Official Use)* |
| **First Appeal Submission Date :** | |  |
| **Project Name :** |  | |
| **BEAM Plus Version :** |  | NB  EB  BI  ND  NDC  EDC  ES |
| **Applicant’s Name :** |  | |
| **Applicant’s Contact :** | Tel: | Fax: |
|  | Email: | |
|  | Address: | |
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| **Appeal’s Credit** | |
| Credit Head/Subhead | Description (Not more than 800 words) |
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| **Information to be provided** |
| (Please provide supporting information if necessary) |

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| **Appeal Fee** | | |
| Total No. of Credit Head and /or Subhead | Fee per Credit#  #If the concerned credit is a subhead, fee will be charged per credit subhead. | Total Fee |
|  | HKD$15,750 Base Charge + HKD$4,730 *per credit subhead* | HK$ |

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| **Payment Method** | |
| **Appeal fee\* should be paid by:** | |
|  | Crossed cheque made payable to “**BEAM Society Limited**”; or |
|  | Direct deposit to **BEAM Society Limited Bank Account** at **HSBC 640-124970-838** with bank-in slip record to BEAM Society Limited |
| **Complete Appeal Application** | |
| **Submit the Payment Confirmation to BEAM Society Limited :** | |
| Please enclose the Payment Confirmation with this **First** **Appeal Form** and send all these documents to BEAM Society Limited at the address stated below. BEAM Society Limited will issue a receipt and acknowledge the commencement of this Appeal.  **BEAM Society Limited**  1/F Jockey Club Environmental Building, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong  **\* *Appeal fee is non-refundable*.** | |

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| **TERMS AND CONDITIONS:** |
| The Applicant shall submit the completed appeal form and supporting information to BSL either:   1. Within 20 working days of receipt of the assessment result; or 2. Within 10 working days at the end of the reviewing period.   BSL targets to respond to the Applicant in 30 working days.  Only credits can be appealed.  No change to design, contract or policy will be reviewed at this time.  Repeated submission of the same item will not be entertained.  All appeal results will be announced on website for appropriate sharing. |

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| **DECLARATION AND AGREEMENT** | |
|  | I hereby declare that the information given above is accurate to the best of my knowledge, and agree to abide by the above Terms and Conditions. |

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| Applicant Signature: |  |
| Name: |  |
| Company and Position: |  |
| Date: |  |