

PRODUCT ECO-RESPONSIBILITY (PLASTIC SHOPPING BAGS) REGULATION
Application for Registration as *Registered Retailer/ Registered Retail Outlet

Checklist of Information

Parts in application form	
<input type="checkbox"/>	1. Duly completed Part A1 or A2 or A3
Applicant should use a separate form on Part B1, Part B2, Part B3 and Part B4 for each retail outlet.	
<input type="checkbox"/>	2. Duly completed Part B1
<input type="checkbox"/>	3. Duly completed Part B2 (applicable only for outlet under franchise arrangement)
<input type="checkbox"/>	4. Duly completed Part B3 (applicable only for declaration with third party operation)
<input type="checkbox"/>	5. Duly completed Part B4 (applicable only for exemption application)
<input type="checkbox"/>	6. Duly completed Part C1 or C2 or C3 with names, signature and date

Attachment		No. of attachment submitted
<input type="checkbox"/>	7. For all applicants - copy of a valid Business Registration Certificate of the retailer	1
<input type="checkbox"/>	8. If Part A2 is selected - copy of valid HK Identification Card of the proprietor	1
<input type="checkbox"/>	9. If Part A3 is selected - copy(ies) of valid HK Identification Card of all the partners	
<input type="checkbox"/>	10. For all applicants - copy(ies) of valid Business Registration Certificate of all retail outlets	
<input type="checkbox"/>	11. If Part B2 is selected - copy(ies) of HKID Card/ Business Registration Certificate of the franchisee	
<input type="checkbox"/>	12. If Part B3 is selected - floor plan(s) of the entire retail outlet	
<input type="checkbox"/>	13. If Part B4 is selected - a copy of the third party operator's Business Registration Certificate for each of the third party operator declared	
<input type="checkbox"/>	14. If Part B4 is selected - floor plan(s) of the retail outlet indicating the areas where the business is carrying on by each of the third party declares under Part B4	

Note: The total number of Business Registration Certificate copies submitted in item 10 should be the same as the total number of Part B1 submitted in item 2.

If Part B3 is selected, floor plan(s) for each level of the retail outlet should include the following details:

<input type="checkbox"/>	1. Any area in which only non-specified goods are displayed or offered for sale
<input type="checkbox"/>	2. The location of each cashier's counter that is intended to be exempted
<input type="checkbox"/>	3. The scale of the floor plan
<input type="checkbox"/>	4. The floor plan identification number
<input type="checkbox"/>	5. The corresponding floor level number
<input type="checkbox"/>	6. The floor area in which only non-specified goods are displayed or offered for sale
<input type="checkbox"/>	7. The total floor area of that floor

If Part B4 is selected, each floor plan should include the following details:

<input type="checkbox"/>	1. Names and locations of the third party operations that are intended to be exempted
<input type="checkbox"/>	2. The floor plan identification number
<input type="checkbox"/>	3. The corresponding floor level number