

# CENTRAL PLAZA

## PROVISION OF E-CIRCULAR

To : **Central Plaza Management Co. Ltd.**

[ Suite 2802, Central Plaza / via email: ecircular@centralplaza.com.hk / fax no.: 2136 8999 ]

From :

\_\_\_\_\_ ( Name of Tenant )

\_\_\_\_\_ of Central Plaza

\_\_\_\_\_ ( Suite / Floor No. )

\_\_\_\_\_ ( Contact Person )

\_\_\_\_\_ ( Tel. No. )

Please send circular to us :

**A. For New Tenant Only**

By e-mail via e-mail address: # \_\_\_\_\_ ( please type )

OR / AND \*

In hard copy.

**B. For Existing Tenant Only**

We would like to change our e-mail address / the sending method\* with effect from \_\_\_\_\_ [ DD-MMM-YYYY ]

By e-mail via e-mail address: # \_\_\_\_\_ ( please type )

OR / AND \*

In hard copy.

Remarks:

Please "✓" the appropriate box.

\* Please delete where appropriate.

# Only one e-mail address is accepted.

\_\_\_\_\_  
( Authorized Signature & Company Chop )

\_\_\_\_\_  
( Name & Position in Block Letters )

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

**PERSONAL INFORMATION COLLECTION STATEMENT**

It is voluntary for you to provide the personal data. However, if you do not provide Central Plaza Management Co. Ltd. ("CPMCL") with your personal data, CPMCL may not be able to process the matter set out in this form or provide the products or services at your request. All personal data provided will be kept confidential and only be used for the matter set out in this form and directly related purposes within Hong Kong. CPMCL may share your personal data with any third-party service providers who may involve in handling the matter. CPMCL's Privacy Policy is available at our website, <https://www.centralplaza.com.hk> under "Customer-Data-Privacy-Policy" or upon request. You have the rights to request access to and correction of your personal data. You may contact CPMCL by email at [info@centralplaza.com.hk](mailto:info@centralplaza.com.hk).

**FOR OFFICIAL USE ONLY**

Via e-mail  By hand

Endorsed by ( MK )

Handled by ( CSA )

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Name in Block Letters

\_\_\_\_\_  
Name in Block Letters