



**Home Affairs Department**  
Estate Beneficiaries Support Unit  
3rd Floor, Southorn Centre,  
130 Hennessy Road, Wan Chai, Hong Kong.  
Tel.: 2835 1535

**PROBATE AND ADMINISTRATION ORDINANCE  
(CHAPTER 10)**

**Form HAEU6B**

**Application for a Copy/Certified True Copy of the Copy of the  
Inventory of Contents in a Deceased Person's Bank Deposit Box  
(Rented in Sole Name or Jointly with Other Persons)**

**Please read the following instructions carefully before you fill in the form.**

1. Pursuant to section 60D(11) of the Probate and Administration Ordinance, only the following person can apply for a copy (or a certified true copy) of the copy of the inventory of the contents in a deceased person's bank deposit box – kept by the Director of Home Affairs under section 60D(8) of the Probate and Administration Ordinance:-
  - (a) any person who has a legitimate interest in the estate of the deceased person; or
  - (b) the surviving renter.
2. When submitting the application, the applicant must enclose a copy each of the following documents:-
  - (a) the identity card/passport of the applicant;
  - (b) any document evidencing the relationship between the deceased person and the applicant, such as marriage or birth certificate, if the applicant is not the surviving renter; and
  - (c) the last will of the deceased person, if any, and if the applicant is not the surviving renter.
3. We reserve the right to call for any additional supporting documents in relation to the application.
4. On approval of the application, the applicant is required to pay fees for the photocopying or certification service.

## **IMPORTANT NOTES**

Where a document is required for legal or official purposes, normally the original or a certified true copy of the document should be presented. The applicant is advised to ascertain whether a copy or a certified true copy is required for his purpose before making the application.

### **Statement of Purpose**

1. The personal data provided by means of this form will be used by the Home Affairs Department for the purposes of processing this application and implementing the relevant provisions of the Probate and Administration Ordinance (Cap. 10).
2. The personal data provided by means of this form may be disclosed to other Government bureaux, departments and other relevant persons and bodies for the purposes mentioned above.
3. The data subject(s) has/have a right of access and correction with respect to personal data as provided for under the Personal Data (Privacy) Ordinance (Cap. 486).
4. Enquiries concerning the personal data collected by means of this form, including access to and correction of the personal data, should be addressed in writing to Estate Beneficiaries Support Unit, Home Affairs Department at 3/F, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong.

**Any fraudulent application is liable to prosecution**

### Part 1 The deceased person

(1) Name	
(2) HK Identity Card/Passport* number	
(3) Date of death	
(4) Age	
(5) Place of death	
(6) Last address	
(7) Occupation	
(8) Marital status	Single/Married/Divorced/Widowed*

### Part 2 The bank deposit box

(1) Bank	
(2) Branch	
(3) Box Number	
(4) Names of Renters	

### Part 3 If the deceased person left a will

(1) Date of last will made by the deceased person	
(2) Names of executors	

### Part 4 The applicant

(1) Name	
(2) HK Identity Card/Passport* number	
(3) Telephone number	
(4) Address	
(5) Relationship with the deceased person	
(6) Interest in the deceased person's estate	

(7) Are you the surviving renter of the bank deposit box? <input type="checkbox"/> Yes <input type="checkbox"/> No
(8) Please indicate the form of document applied for by ticking against the relevant box.  <input type="checkbox"/> Copy  <input type="checkbox"/> Certified True Copy
(9) Why do you need to obtain a copy/certified true copy of the copy of the inventory?

**Declaration**

**I declare that information given in this form is true, correct and complete to the best of my knowledge, information and belief.**

Date: .....

Signature of applicant: .....

\* Delete where inappropriate.