

## Section A Scenario 1



The addressee on the utility bill (Water/Electricity/Towngas/Piped LPG) is the **student-applicant**

## Required Address Proofs for Section A

### 1. Utility Bill (Water/Electricity/Towngas/Piped LPG) Issued within 3 Months

The image shows a sample utility bill from CLP (China Light and Power). The bill is for a Residential Tariff and is dated 25/03/2026. The total amount due is \$620.00. The bill includes a table of charges and a bar chart showing usage over time. A large red watermark reading 'SAMPLE 樣本' is overlaid on the bill.

Category	Amount
Energy Charge	\$6,276.23
Fuel Cost Adjustment	\$1,274.58
Discount	-\$6,870.81
<b>Total Amount</b>	<b>\$620.00</b>

**Due Date: 25/03/2026**

### 2. Self-declaration on iHostel Application Form

#### Self-declaration on the Authenticity of the Address Submitted

- I hereby declare that the address submitted in this hall application form is my usual residence at which I have continuously lived for at least 6 months and will continuously live for the next 12 months. I understand that if I knowingly make any false statement in my application, I will be **liable for the University's disciplinary actions and criminal prosecution**. I agree that the Student Affairs Office has the entire right to request other information/documents or conduct any necessary investigation to verify my hall application at any time.

# Section A



## 住址證明示例

## Examples of Address Proofs

### A. For Local Students

### EXAMPLES

#### 1. A Bill Issued by a Utility Company (Water/Electricity/Towngas/Piped LPG)



Not a bill issued by a utility company

2018年1月至3月季度應收差餉及地租通知書  
JANUARY TO MARCH QUARTER 2018 DEMAND FOR RATES AND GOVERNMENT RENT

賬目編號 ACCOUNT NUMBER: 180117  
於右示日期自動轉帳 PAYMENT TO BE MADE BY AUTO-PAY ON: 31/01/2018  
應繳總額 TOTAL AMOUNT DUE: \$2,609.00

註冊繳納人姓名及通訊地址: T'UEN MUN NT  
物業單位地址或名稱: 屯門

估價編號 ASSESSMENT NUMBER: TUEN MUN  
物業資料查詢編號 PIO ENQUIRY CODE

差餉 RATES	應繳稅額可免 RATESABLE VALUE (RV)	稅額 AMOUNT
有薪期 PERIOD	01/01/2018 - 31/03/2018	0.04
ODD CENTS B/F		2,256.00
RATES CONCESSION FOR JAN - MAR 2018		1,000.00 CR
ODD CENTS C/F		0.06 CR
小計 SUBTOTAL		\$2,610.00

應繳政府租金 GOVERNMENT RENT: \$180.40

有薪期 PERIOD	01/01/2018 - 31/03/2018	0.29
ODD CENTS B/F		1,353.60
ODD CENTS C/F		0.89 CR
小計 SUBTOTAL		\$1,353.00

應繳差餉總額 TOTAL AMOUNT DUE: \$2,609.00  
最後繳款日期 LAST DAY FOR PAYMENT: 31/01/2018  
應繳差餉總額 TOTAL AMOUNT DUE: \$2,739.00

18011-7  
C.R.C. 101



A bill issued by CLP

CLP 中電

住宅用戶 Residential User

應繳總額 Total Amount: \$620.00  
Due Date: 25/03/2026

應繳水費 Water Charge: \$4,276.23  
應繳電費 Electricity Charge: \$1,274.58  
應繳煤氣費 Gas Charge: -\$4,875.81

應繳總額 Total Amount: \$620.00

應繳日期 Due Date: 25/03/2026

應繳總額 TOTAL AMOUNT DUE: \$620.00  
最後繳款日期 LAST DAY FOR PAYMENT: 25/03/2026

# Section A



## 住址證明示例

### Examples of Address Proofs

## A. For Local Students

## EXAMPLES

2. Date of Issuance should be WITHIN 3 months from the time of application (e.g. Application period for Round 1, 2026/27: 22 to 29 April 2026)



住宅用電  
發單日期 (日 - 月 - 年)  
**10-01-26**  
Date of issuance: 2026/1/10  
(Beyond 3 months)

CLP 中電 | 120 週年

陳小姐  
ROOM 555 FLOOR 5  
EDU HOUSE EDU EST  
KWAI CHUNG NEW TERRITORIES

住宅用電  
發單日期: 10-08-2025

總計 \$1,220.00

電力費用: \$555.00

其他: \$55.00

繳款限期: 10/01/2026

總計 \$604.45

繳款限期: 10/01/2026

上項賬項已於 10/01/2026 收到

**SAMPLE 樣本**



住宅用電  
發單日期 (日 - 月 - 年)  
**25-03-26**  
Date of issuance: 2026/3/25  
(within 3 months)

CLP 中電

住宅用電

發單日期: 25-03-26

住宅用電  
發單日期: 25-03-26

Residential Tariff

電力費用: \$6,216.23

其他: \$1,274.58

繳款限期: 25/03/2026

總計 \$620.00

繳款限期: 25/03/2026

上項賬項已於 25/03/2026 收到

**SAMPLE 樣本**

# Section A



## 住址證明示例

## Examples of Address Proofs

### A. For Local Students

### EXAMPLES

3. Only the service/supply address listed on the utility bill will be considered as a valid address for hall application and it must be identical to the address submitted in iHostel System.



**Service Address:**  
Flat E, 20/F,  
Siu Ming Court,  
Kowloon



**Service Address:**  
Flat 01, 11/F,  
Chan Tai Mansion,  
Kowloon

**Mailing address**

**Service address**

**SAMPLE 樣本**

**If the service/supply address is not identical with the address submitted in iHostel System for hall application, hall points will be forfeited**

**Mailing address**

**Service address**

**SAMPLE 樣本**

**The service/supply address is identical with the address in iHostel Application**

(a) The address transferred from the Banner System; or  
(b) The address inputted manually by the applicants during the application period.  
Otherwise, the hall point in Section A will be forfeited.

**Extracted from iHostel System**

**Home Address\***

Flat 01, 11/F,  
Chan Tai Mansion,  
Kowloon.

(a) The address transferred from the Banner System; or  
(b) The address inputted manually by the applicants during the application period.  
Otherwise, the hall point in Section A will be forfeited.

**Extracted from iHostel System**

**Home Address\***

Flat 01, 11/F,  
Chan Tai Mansion,  
Kowloon.

# Section A



## 住址證明示例

### Examples of Address Proofs

#### A. For Local Students

#### EXAMPLES

4. Attach RELATIONSHIP PROOF if name of the addressee is NOT SHOWN on the supporting document or NOT MATCHING with the name on EdU Card



**CHAN BA BA PETER**  
九龍藍田  
教大邨教育樓1樓A室

Name on the address proof does not match with the name of applicant "Chan Tai Man"

Applicant: Chan Tai Man

Name on the address proof does not match with the name of applicant e.g. Name of parents



Applicant: Chan Tai Man

Name, if any  
名字 (如有的話) TAI MAN  
大文  
Surname and name  
of father  
父親姓名 CHAN, BA BA PETER  
陳巴巴

Shown the relationship between addressee "Chan Ba Ba Peter" and the applicant "Chan Tai Man"

RELATIONSHIP PROOF e.g. Birth certificate

# Section A

## 住址證明示例

### Examples of Address Proofs



## A. For Local Students

## EXAMPLES

5. Address should be shown in Full-size (whole page)  
 Cropped, partial documents and envelope are not accepted



Address shown on the envelope



Address shown on the envelope

No address shown in supporting document



Address should be shown on a full page document



# Section A



## 住址證明示例

## Examples of Address Proofs

### A. For Local Students

### EXAMPLES

5. Address should be shown in Full-size (whole page)  
Cropped, partial documents and envelope are not accepted



CHAN BA BA PETER  
九龍藍田  
教人部教育樓1樓A室

用戶編號: 12341234123

上次繳款日期	上次繳款金額	現存按金金額	手續金額	分期付款金額
11/07/2022	\$234.00	\$0.00	\$0.00	\$0.00

水錶字地址  
九龍藍田  
教人部教育樓1樓A室

現有水錶編號: MITT12312312

供水性質: 住宅供水(010030)

水錶編號	日期	度數	抄表	用水量	每日平均用水量
MITT12312312	24/06/2022	1.581A	0.00	82 立方米/31日	0.626立方米(626公升)

A:抄錶度數 K:估計度數 \$:抄錶費

餘額承前 \$

水費 \$

排水費 \$

收費總額 \$

餘額滾入下期 \$

應繳款額 \$

有關上述用水價平或收費項目的簡單附註:  
 \* 香港人均每日用水量為150公升,而全球的人均每日用水量為110公升。  
 \* 將貴戶的每日平均用水量626公升除以用水期間的人數便可得出貴戶的人均每日用水量。

SAMPLE 樣本

CLP 中電 120 年 願以真誠 為社會服務

CHAN SIU MING  
ROOM 517, ABC HOUSE,  
EDU ESTATE,  
WAN CHAI, HONG KONG

CHAN SIU MING  
ROOM 517, ABC HOUSE,  
EDU ESTATE,  
WAN CHAI, HONG KONG

字號用電

賬號及用戶編號: 02

SAMPLE 樣本

Provision of partial document(s)

Date of issuance NOT shown on the supporting document



All information in the supporting documents should be displayed

香港電燈有限公司  
The Hongkong Electric Co., Ltd.

陳小明  
CHAN SIU MING PETER  
教人部教育樓  
數字樓100號  
2字樓

賬戶號碼: 1231231231

賬戶日期: 31/03/2024

「住宅供電」收費  
供電期間: 由 20/09/2022 至 18/10/2022 (29日)  
電表編號: 9947 上: 5296 下: 649

本賬收費  
基本電費 \$590.00  
20/09/2022-30/09/2022 238度 x 每度 27.3度 \$65.06  
01/10/2022-18/10/2022 440度 x 每度 24.8度 \$109.12  
特別用途 \$-4.00  
政府規費/附加費 \$65.00  
政府電費補貼 \$-0.00  
總計 \$815.18

應付賬項  
上期賬項 \$227.36  
本期收費 \$682.83  
繳入上期賬項 \$1,490.82  
應付賬項 \$1,490.82

請付賬項 \$1,490.00

繳款號碼: 1231231231

繳款日期: 31/03/2024

此單只作付款、期數及欠費之參考，請以帳目為準。  
 \* 政府電費補貼以每月 \$0.00 為準。  
 \* 政府電費補貼以每月 \$0.00 為準。

SAMPLE 樣本

## Section A



## 住址證明示例

## Examples of Address Proofs

### A. For Local Students

### EXAMPLES

#### 6. Appropriate way to protect your personal information for verification



水務署  
Water Supplies Department  
付款通知書 每日僅水10公升  
CHAN SIU MING  
新界支線  
教大花園教職員大樓A室

發出日期: 13/08/2022

繳款單編號	12341234123
應繳總額	\$1234.00
在此日期或之前繳付	05/09/2022

**SAMPLE 樣本**

All information is blurred/hidden;  
Just showed the name of the addressee,  
residential address and the date of issuance

香港電燈有限公司  
The Hongkong Electric Co., Ltd.

陳小明  
CHAN SIU MING PETER  
教大島教育灣  
教育村100號  
2字樓

賬戶號碼  
1231231231

賬單日期  
31/03/2024

「住宅供電」收費  
用電期由 20/09/2022 至 19/10/2022 (29日)

項目	上次讀數	上次讀數	度數
2022-09-20	[blurred]	[blurred]	[blurred]
預定下次抄表日期	19/10/2022		

本期收費

基本電費			
燃料調整費:			
20/09/2022-30/09/2022	209 度 x 每度 27.3 仙		\$57.00
01/10/2022-19/10/2022	440 度 x 每度 34.5 仙		\$151.80
特別折扣			-\$4.80
政府電費紓緩計劃			-\$1.20
政府電費補貼			-\$1.00

賬目總覽

上期賬單總數			
本期收費			\$201.60
總數			\$201.60
撥入下月賬款			
請付此賬			\$201.60

Information hidden

Information blurred

**SAMPLE 樣本**

Students may blur or hide the unnecessary  
information/ data that they do not want to  
expose; name of the addressee and the date of  
issuance should be clearly showed on the  
supporting documents