

New Performance Pledge

1. Licence Involved: New Coc for Club

2. Description of Measure

- Notify an applicant of the application result within 35 working days upon receipt of the Report of Completion of the required upgrading works

3. Benefit to Trade and Government

- Greater facilitation for planning of work of the trade.
- Greater accountability to the public.



New Performance Pledge



Office of the Licensing Authority
Home Affairs Department
The Government of the Hong Kong Special Administrative Region

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Hotel/Guesthouse/Bedspace Apartment/Clubhouse/Karaoke Establishment :

Licensing

- notify an applicant of the result of initial checking of documents within **four working days** of receipt of an application for new licence/certificate of compliance/permit and their renewal;
- conduct site inspection to the proposed guesthouse/clubhouse/karaoke establishment premises and issue letter of upgrading requirements within **22 working days** upon notifying an applicant of the result of initial checking of documents; and
- for application of new hotel / guesthouse licence and new clubhouse certificate of compliance, notify an applicant of the application result within **35 working days** upon receipt of the report of completion of the required upgrading works.

