



For ALBA Integrated Waste Solutions (HK) Ltd.("Service Provider") Internal Use
 Date of Application: _____
 Order No.: _____

E-Waste Collection Service Form

Reference No.:													
Contact Person:													
Contact Number (Primary):		Contact Number (Secondary):											
Address:													
Type of E-waste		Refrigerator	CRT TV	Flat Screen TV	Washing Machine	Air-Con	CRT Monitor	Flat Screen Monitor	Desktop Computer	Notebook / Tablet	Scanner	Printer	Others
QTY	Provided by Applicant												
	Ad-hoc (Filled by Service Provider)												
Assigned Number (Filled by Service Provider)													
Preferred Collection Time:		<input type="checkbox"/> 08:00-14:00 <input type="checkbox"/> 14:00-19:00											
Description of Location:		Elevator Available <input type="checkbox"/> Yes <input type="checkbox"/> No Truck Parking Available at Building Entrance <input type="checkbox"/> Yes <input type="checkbox"/> No					Remarks:						

Remarks (1): Applicant please make sure electronics are disconnected from electrical sockets/tap faucet prior to collection.

Receipt Acknowledgement (Please leave below section empty)

Applicant Signature: _____

Service Provider Authorized Signature or Company Chop: _____

Date of Collection: _____

Personal Information Collection Statement

Purpose of Collection

1. The personal data provided in this form may be used by ALBA Integrated Waste Solutions (HK) Ltd. (“ALBA-IWS”) and the Environmental Protection Department (“EPD”) for one or more of the following purposes:
 - (a) Activities relating to processing this application;
 - (b) Delivering services to you;
 - (c) Enquiry or complaint investigations;
 - (d) Statistical analysis;
 - (e) To facilitate communications between the collection contractor and yourself; and
 - (f) Other purposes directly relating to any of the above.
2. The provision of personal data is voluntary. If the information provided is not sufficient, we may not be able to process your application.

Transfer of Personal Data

3. ALBA-IWS and the EPD may disclose the personal data provided in this application to other persons or organisations for the purposes mentioned in paragraph 1 above.

Access and Correction of Personal Data

4. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form. A fee may be imposed for obtaining a copy of the data.
5. Request for personal data access or correction should be made in writing:

ALBA Integrated Waste Solutions (HK) Limited,
Lots P2-P4, Eco Park, 133 Lung Mun Road, Tuen Mun Area 38, N.T
Tel: 2371 2822
Fax: 2371 3628