

Quick Reference Guide for Password Reset

Dedicated Accounts for PMSA Licence Holders

If you have already registered for a dedicated account for PMSA licence holder but forgotten the login password, please follow the steps below to reset your password:

1. Visit account login page <https://lrs.pmsa.org.hk/login> from a PC browser;
2. Click on the “Forgot Password?” link:

Dedicated Accounts for Property Management Services Licence Holders

Once a personal account with the Property Management Services Authority is set up, property management services licence holders may stay up-to-date with the latest information of the industry and manage licence-related matters.

Property Management Practitioner licence holders may even manage their participation hours under the “Continuing Professional Development Scheme”, search for recognised training activities/courses and enroll on activities organised by the Property Management Services Authority, all in one place.

Licence Number

Password [Forgot Password?](#)

Verification Code

a6D5X [Refresh](#)

Remember Me

[Sign In](#)

Don't have an account? [Register](#)

3. Fill in the information on the “Forget Password” page **in the format required:**

Forget Password

Licence Type
Property Management Practitioner Licence

Email Address
[Empty text box]

Licence Number
[Empty text box]

Date of Birth (DD-MM-YYYY)
DD-MM-YYYY

Identity Document Type
 HKID Travel Document

Please enter all letter(s) and digits with bracket, e.g. A123456(7).

Document Number
[Empty text box]

Submit

4. You will receive a system email notifying you of your new password after successful submission.
5. Repeat step (1) and login with the password received.

It is recommended to copy and paste the password from the email to login window to prevent typing mistake.

6. You will be prompted to change your password when you login your account the first time:

Setting


Change Password

Current Password

New Password

Repeat New Password

Change Profile Picture


SELECT AN IMAGE

The profile picture must be a file of type: jpeg, png, jpg.

The profile picture may not be greater than 2MB.

Suggested size: 500px * 500px

The new password must be at least 8 characters long, must have at least 1 capital letter, 1 lower case letter, 1 number and 1 symbol, but no space.

Optionally, you can upload your profile picture but the profile picture must be a file of type: jpeg, png, jpg, and may not be greater than 2MB. Suggested size: 500px * 500px

7. Login to your account with the new password. You can check your licence information, renew your licence when it is about to expire, review and update your continuing professional study records.