



# 運輸署

## Transport Department

(ORIGINAL 正本)

### 運載特長／特闊貨物許可證申請表 Application for "Long Load" and "Wide Load" Permits

請閱讀附頁的「須知事項」；並以正楷填寫第一頁及第三頁內的各項資料。

Please read the notes attached and complete all items in BLOCK LETTERS on pages 1 and 3.

(本欄不必填寫 FOR OFFICIAL USE ONLY)	O
Receiving Officer's Signature _____	P
Recommended/Not Recommended _____	
Approved/Not Approved _____	

#### 申請人資料 PARTICULARS OF APPLICANT

英文姓名／公司名稱 \_\_\_\_\_ 中文姓名／公司名稱 (如適用) \_\_\_\_\_  
 Name (In English) \_\_\_\_\_ Name (In Chinese if applicable) \_\_\_\_\_

身分證明文件號碼／公司註冊證號碼 \_\_\_\_\_ ( )  
 Identity Document No./Certificate of Incorporation No.:

住址／公司地址 Residential/Company Address (你的地址將會列載在許可證上 Your address will be entered on the permit.)  
 「注意：本署是以駕駛執照持有人／登記車主的住址／公司地址 (如以公司登記為車主) 為他／她於本署的登記地址，並以該地址與他／她聯絡和郵寄函件。因此，申請人必須在本申請表填寫其最新的住址／公司地址。」(Note: The residential address/company address (if using company as registered vehicle owner) of a driving licence holder/registered vehicle owner is his/her/its registered address in this Department, and will be used for the purposes of contact with him/her/it and mailing correspondence. Thus, the applicant must fill in his/her/its updated residential address/company address in this application form.)

室 Flat/Room \_\_\_\_\_ 樓 Floor \_\_\_\_\_ 座 Block \_\_\_\_\_  
 如以中文書寫地址，必須清楚寫明樓層，以免郵遞失誤

大廈／屋苑名稱 Name of Building / Estate \_\_\_\_\_

門牌號數及街道 (或鄉村) 名稱 Number and Name of Street (or Village) \_\_\_\_\_

地區 District \_\_\_\_\_ †  香港 Hong Kong  九龍 Kowloon  新界 New Territories

通訊地址 Correspondence Address  
 「注意：如你以上所填報的住址／公司地址 (如以公司登記為車主) 並不能用作聯絡和郵遞用途，請在以下填寫你的通訊地址。」(Note: If you cannot use the above residential address/company address (if using company as registered vehicle owner) for the purposes of contact and mailing, please fill in below your correspondence address.)

室 Flat/Room \_\_\_\_\_ 樓 Floor \_\_\_\_\_ 座 Block \_\_\_\_\_  
 如以中文書寫地址，必須清楚寫明樓層，以免郵遞失誤

大廈／屋苑名稱 Name of Building / Estate \_\_\_\_\_

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地區 District \_\_\_\_\_ †  香港 Hong Kong  九龍 Kowloon  新界 New Territories

日間聯絡電話 DAY TIME CONTACT TEL. NO. \_\_\_\_\_ † 請在適當方格內加上「✓」號。 Please tick the appropriate box.

#### 車輛細節 PARTICULARS OF VEHICLE

車輛登記號碼 \_\_\_\_\_ 類別 \_\_\_\_\_  
 Registration Mark \_\_\_\_\_ Class \_\_\_\_\_  
 廠名 \_\_\_\_\_ 總闊度 \_\_\_\_\_ 米 \_\_\_\_\_  
 Make \_\_\_\_\_ Overall Width \_\_\_\_\_ metres  
 總長度 \_\_\_\_\_ 米 \_\_\_\_\_  
 Overall length \_\_\_\_\_ metres

#### 該車輛之有效第三者風險保險 VALID THIRD PARTY RISK INSURANCE IN RESPECT OF THE VEHICLE (必須出示保險單)(Certificate MUST be produced)

保險公司名稱 (非代理商) \_\_\_\_\_  
 Name of Insurance Company (not agent) \_\_\_\_\_  
 保險單／臨時保單號碼 \_\_\_\_\_ 屆滿日期 \_\_\_\_\_  
 Policy/Cover Note No. \_\_\_\_\_ Expiry Date \_\_\_\_\_

#### 經營細則 PARTICULARS OF OPERATION

申請原因 \_\_\_\_\_  
 Reasons for application \_\_\_\_\_  
 貨物伸出之長度或闊度 \_\_\_\_\_ 米 \_\_\_\_\_  
 Projection of Loads: Front projection \_\_\_\_\_ metres Total width of loads \_\_\_\_\_ metres  
 伸出車後 \_\_\_\_\_ 米 \_\_\_\_\_  
 Rear projection \_\_\_\_\_ metres 貨物總重 \_\_\_\_\_ 公噸  
 Total weight of loads \_\_\_\_\_ tonnes  
 合共伸出車身兩旁 \_\_\_\_\_ 米 \_\_\_\_\_  
 Overall Projection beyond both sides \_\_\_\_\_ metres 貨物總長 \_\_\_\_\_ 米  
 Total length of loads \_\_\_\_\_ metres

路線詳情 \_\_\_\_\_  
Detail of Routes \_\_\_\_\_

#### 聲明 DECLARATION

本人經已閱讀各項條件，亦已明白其內容。現聲明，根據本人所知所信，以上填報的一切資料全部詳盡確實，而所申請行走的路線沿途有足夠的高度／空間，足以供上述車輛 (包括貨物) 行駛。特此為上述車輛申請運載特長／特闊貨物許可證，日期由 \_\_\_\_\_ 至 \_\_\_\_\_。  
 本人以上聲明均屬真實事實。本人明白如故意在本申請表填報失實資料，根據《道路交通條例》(第 374 章) 第 111 條第 (3) 款的規定，本人可被判罰款 \$5,000 及監禁 6 個月。

I have read and understood the conditions. I declare that to the best of my knowledge and belief the information given above is true and complete and that the routes set out in the application are of sufficient headroom/clearance for movement of the vehicle inclusive of load. I hereby apply for a long/wide load permit for the above vehicle for the period from \_\_\_\_\_ to \_\_\_\_\_.

My declarations above are true and correct. I understand that, if I knowingly make any statement or provide any information in this application form which is false in any material particular, I shall be liable under Section 111(3) of Road Traffic Ordinance (Cap. 374) to a fine of \$5,000 and imprisonment for 6 months.

申請人簽署 \_\_\_\_\_ 日期 \_\_\_\_\_  
 Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

- (一) 運輸署考慮各項申請時，須諮詢警方交通部的意見，故申請人宜最遲在有關車輛行駛日期前四個星期把申請表親自或由代理人遞交或郵寄至以下任何一個運輸署牌照事務處：
- 香港金鐘道 95 號統一中心 3 樓運輸署香港牌照事務處；或
  - 九龍長沙灣道 303 號長沙灣政府合署 2 樓運輸署九龍牌照事務處；或
  - 九龍觀塘鯉魚門道 12 號東九龍政府合署 5 字樓運輸署觀塘牌照事務處；或
  - 新界沙田上禾輦路 1 號沙田政府合署 2 樓運輸署沙田牌照事務處。
- (二) 申請表須以一式兩份遞交。申請表副本將轉交警方交通部徵詢意見。
- (三) 申請結果將由運輸署署長通知。
- (1) Application will be considered in consultation with the Traffic Police. Applicants are advised to submit their applications in person or by agent or by post at least 4 weeks prior to the date of operation to any of the following licensing offices of the Transport Department:
- Transport Department Hong Kong Licensing Office at 3/F., United Centre, 95 Queensway, Hong Kong; or
  - Transport Department Kowloon Licensing Office at 2/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon; or
  - Transport Department Kwun Tong Licensing Office at 5/F., Kowloon East Government Offices, 12 Lei Yue Mun Road, Kowloon; or
  - Transport Department Sha Tin Licensing Office at 2/F., Sha Tin Government Offices, 1 Sheung Wo Che Road, Shatin, New Territories.
- (2) Applications are required to be submitted in duplicate. The duplicate copy of the application will be forwarded to Traffic Police for comments.
- (3) Results will be notified by the Commissioner for Transport.

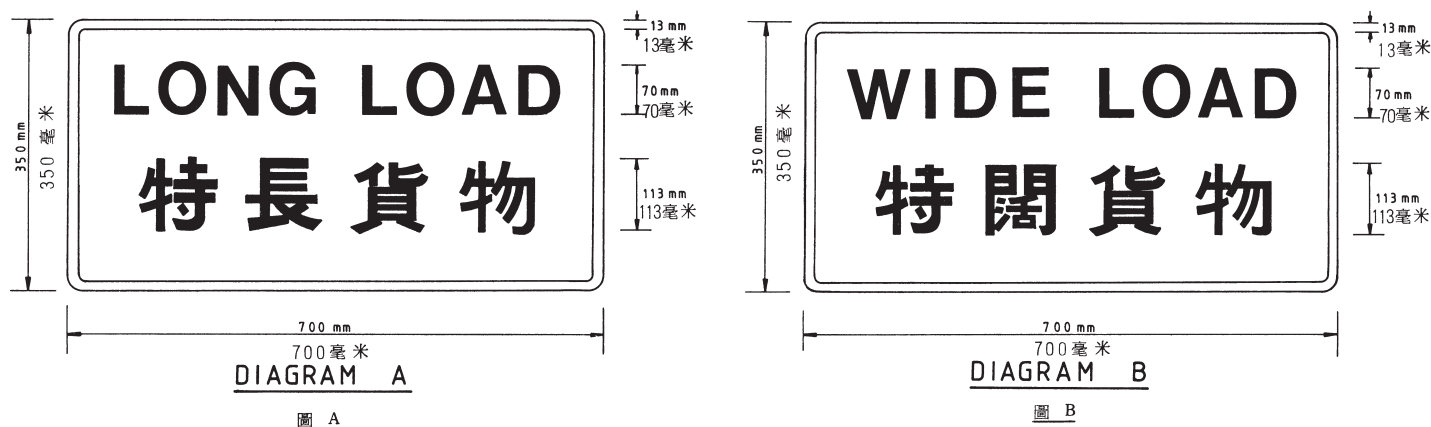
## 所需文件及費用 REQUIRED DOCUMENTS AND FEES

- (一) 身分證明文件／公司註冊證 (商業登記證不會被接納。上述文件的影印副本亦可接受作核對用，並將於辦理你的申請後銷毀。)
- (二) 車輛登記文件。
- (三) 由需要該項運載服務的有關代理商發出的委任書或書面證明文件副本 (如屬適用)。
- (四) 以登記車主的名義投保，並於整段許可證有效期內有效的第三者意外風險證明書或臨時保單。
- (五) 任何運輸署署長要求有關的文件。
- (六) 應繳費用——本許可證的申請費用為 \$200 [有關申請費用或會更改。如欲知最新費用，你可於本署各牌照事務處詢問處、或致電顧客服務熱線 2804 2600/1823 電話中心查詢、參閱牌照事務處的牌照費用表 (TD341) 或瀏覽運輸署網頁 (www.td.gov.hk)]。如以支票／銀行本票付款，請劃線並寫明「香港特別行政區政府」為收款人，並在支票／銀行本票背面寫上你的姓名，身分證明文件號碼及日間聯絡電話號碼；請勿郵寄現款。
- (1) Identity Document/Certificate of Incorporation (Business Registration Certificate will not be accepted. Photocopy of the identity documents will be accepted and will be destroyed after the processing of your application.)
- (2) Vehicle Registration Document.
- (3) Copy of assignment or written confirmation from the agent concerned requiring the delivery service of the load (if any).
- (4) A Third Party Risk Insurance Certificate or Cover Note in the name of the registered owner valid for the entire period of the permit.
- (5) Any relevant documents as required by the Commissioner for Transport.
- (6) The appropriate fee—the application fee for this permit is \$200 [The application fee may be subject to change. For enquiry about the updated application fee, you may make enquiries at the enquiry counters of Licensing Offices or from Customer Service Hotline 2804 2600/1823 Call Centre, refer to the licence fees table (TD341) from licensing offices, or visit Transport Department's website (www.td.gov.hk) for information]. If pay by cheque/cashier order, please make cheque/cashier order payable to "The Government of the Hong Kong Special Administrative Region" and crossed. Please write down your name, identity document number and daytime contact telephone number on the back of the cheque/cashier order; cash should not be sent by post.

## 服務時間 SERVICE HOURS

如需查詢運輸署各牌照事務處服務時間，可致電 2804 2600 或瀏覽運輸署網站 www.td.gov.hk。

For enquiry on service hours of Transport Department licensing offices, please call 2804 2600 or visit our website www.td.gov.hk.



## 顏色 COLOUR

底部——黃色反射之反光材料

BACKGROUND — YELLOW REFLEX REFLECTING MATERIAL

邊沿——紅色螢光材料

BORDER — RED FLUORESCENT MATERIAL

字體——黑色

LETTERS & CHARACTERS — BLACK



# 運輸署

## Transport Department

(DUPLICATE 副本)

### 運載特長／特闊貨物許可證申請表

### Application for "Long Load" and "Wide Load" Permits

請閱讀附頁的「須知事項」；並以正楷填寫第一頁及第三頁內的各項資料。

Please read the notes attached and complete all items in BLOCK LETTERS on pages 1 and 3.

(本欄不必填寫 FOR OFFICIAL USE ONLY)

O  
P

Receiving Officer's Signature \_\_\_\_\_

Recommended/Not Recommended \_\_\_\_\_

Approved/Not Approved \_\_\_\_\_

#### 申請人資料 PARTICULARS OF APPLICANT

英文姓名／公司名稱  
Name (In English)

中文姓名／公司名稱 (如適用)  
Name (In Chinese if applicable)

身分證文件號碼／公司註冊證號碼  
Identity Document No./Certificate of Incorporation No.:

住址／公司地址 Residential/Company Address (你的地址將會列載在許可證上 Your address will be entered on the permit.)

「注意：本署是以駕駛執照持有人／登記車主的住址／公司地址 (如以公司登記為車主) 為他／她於本署的登記地址，並以該地址與他／她聯絡和郵寄函件。因此，申請人必須在本申請表填寫其最新的住址／公司地址。」(Note: The residential address/company address (if using company as registered vehicle owner) of a driving licence holder/registered vehicle owner is his/her/its registered address in this Department, and will be used for the purposes of contact with him/her/it and mailing correspondence. Thus, the applicant must fill in his/her/its updated residential address/company address in this application form.)

室 Flat/Room 樓 Floor 座 Block

大廈／屋苑名稱 Name of Building / Estate

門牌號數及街道 (或鄉村) 名稱 Number and Name of Street (or Village)

†  香港 Hong Kong  九龍 Kowloon  新界 New Territories

地區 District

通訊地址 Correspondence Address

「注意：如你以上所填報的住址／公司地址 (如以公司登記為車主) 並不能用作聯絡和郵遞用途，請在以下填寫你的通訊地址。」(Note: If you cannot use the above residential address/company address (if using company as registered vehicle owner) for the purposes of contact and mailing, please fill in below your correspondence address.)

室 Flat/Room 樓 Floor 座 Block

大廈／屋苑名稱 Name of Building / Estate

門牌號數及街道 (或鄉村) 名稱 Number and Name of Street (or Village)

†  香港 Hong Kong  九龍 Kowloon  新界 New Territories

地區 District

日間聯絡電話 DAY TIME CONTACT TEL. NO. \_\_\_\_\_

† 請在適當方格內加上「✓」號。 Please tick the appropriate box.

#### 車輛細節 PARTICULARS OF VEHICLE

車輛登記號碼  
Registration Mark  
廠名  
Make  
總長度  
Overall length

類別  
Class  
總闊度  
Overall Width

米  
metres

#### 該車輛之有效第三者風險保險 VALID THIRD PARTY RISK INSURANCE IN RESPECT OF THE VEHICLE

(必須出示保險單)(Certificate MUST be produced)

保險公司名稱 (非代理商)  
Name of Insurance Company (not agent)

保險單／臨時保單號碼  
Policy/Cover Note No.

屆滿日期  
Expiry Date

#### 經營細則 PARTICULARS OF OPERATION

申請原因  
Reasons for application

貨物伸出之長度或闊度  
Projection of Loads:

伸出車前 Front projection	米 metres	貨物總闊 Total width of loads	米 metres
伸出車後 Rear projection	米 metres	貨物總重 Total weight of loads	公噸 tonnes
合共伸出車身兩旁 Overall Projection beyond both sides	米 metres	貨物總長 Total length of loads	米 metres

路線詳情  
Detail of Routes

#### 聲明 DECLARATION

本人經已閱讀各項條件，亦已明白其內容。現聲明，根據本人所知所信，以上填報的一切資料全部詳盡確實，而所申請行走的路線沿途有足夠的高度／空間，足以供上述車輛 (包括貨物) 行駛。特此為上述車輛申請運載特長／特闊貨物許可證，日期由 \_\_\_\_\_ 至 \_\_\_\_\_。

本人以上聲明均屬真實事實。本人明白如故意在本申請表填報失實資料，根據《道路交通條例》(第 374 章) 第 111 條第 (3) 款的規定，本人可被判罰款 \$5,000 及監禁 6 個月。

I have read and understood the conditions. I declare that to the best of my knowledge and belief the information given above is true and complete and that the routes set out in the application are of sufficient headroom/clearance for movement of the vehicle inclusive of load. I hereby apply for a long/wide load permit for the above vehicle for the period from \_\_\_\_\_ to \_\_\_\_\_.

My declarations above are true and correct. I understand that, if I knowingly make any statement or provide any information in this application form which is false in any material particular, I shall be liable under Section 111(3) of Road Traffic Ordinance (Cap. 374) to a fine of \$5,000 and imprisonment for 6 months.

申請人簽署  
Signature of Applicant

日期  
Date

運載「特長貨物」和「特闊貨物」的許可證，是根據香港法例第 374 章道路交通（車輛登記及領牌）規例第 54 條的規定簽發，目的是方便車輛運載較車身長或闊的貨物。香港法例第 374 章道路交通（交通管理）規例第 55 條對運載較車身長或闊的貨物有以下規定：

規例第 55 條：

- (1) 除第 (2) 款另有規定外，任何司機不得在道路上駕駛載有以下負載物的車輛——
  - (a) 如屬非拖車的車輛，該負載物從該車輛的最前部分向前伸出 1.5 米以上；
  - (b) 該負載物從該車輛的最後部分向後伸出 1.4 米以上；
  - (c) 該負載物從兩側伸出，以致其總寬度超過 2.5 米；或
  - (d) 該負載物的高度超過 4.6 米，或雖低於該高度，但卻可能導致在該道路上空合法架設的任何物體或電綫損壞。
- (2) 如一部車輛的負載物不超出根據香港法例第 374 章道路交通（車輛登記及領牌）規例而發出的運載特長貨物許可證或運載特闊貨物許可證所訂明的範圍，則該車輛可運載該負載物。

“Long load” and “Wide load” permits are issued under the provisions of Regulation 54 of the Road Traffic (Registration and Licensing of Vehicles) Regulations, Cap. 374. These permits are issued to facilitate movement of overhang on vehicles which is governed by Regulation 55 of the Road Traffic (Traffic Control) Regulations, Cap. 374 which stipulates that:

Reg. 55

- (1) “Subject to para. 2, no driver shall drive on a road a vehicle that is so loaded that the load—
  - (a) in the case of a vehicle other than a trailer, extends forwards more than 1.5 metres from the foremost part of the vehicle;
  - (b) extends backwards more than 1.4 metres behind the rearmost part of the vehicle;
  - (c) extends sideways so that the total width of the load is in excess of 2.5 metres; or
  - (d) rises to such a height in excess of 4.6 metres or to such lesser height as may cause damage to any object or wires lawfully erected above the road.
- (2) A vehicle may be driven loaded within the limits prescribed in a long load permit or a wide load permit issued under the “Road Traffic (Registration and Licensing of Vehicles) Regulations.”

#### 簽發條件 CONDITIONS OF ISSUE

- (一) 申請人須是運載特長或特闊貨物許可證申請表所指車輛的登記車主。如果由代理人申請，則須有登記車主書面授權，申請才可獲接納。（如果申請由代理人遞交，代理人必須出示其本人的身分證明文件正本，以作記錄。）
- (二) 申請許可證的車輛須是中型或者重型貨車，有無掛接拖車均可，而車輛總長度不得少過 9.1 米。
- (三) 運載特長貨物的車輛貨物如伸出車前超過兩米及／或伸出車後超過 3 米，則車輛總長度不得少於 10 米。
- (四) 申請上述許可證的車輛必須具備在許可證有效期內有效的第三者風險保險。
- (1) The applicant shall be the registered owner of the vehicle for which the long load or wide load permit is being sought. An application by an agent will be accepted only where the agent is authorised in writing by the registered owner. (If the application is submitted by an agent, the agent is required to produce his/her own original identity document for record purpose.)
- (2) The vehicle under application shall be a medium goods vehicle or a heavy goods vehicle, whether or not articulated with a trailer, the total length of which shall not be less than 9.1 metres.
- (3) Loads should normally be positioned on the vehicle so that they do not overhang more than 2 m to the front, and/or more than 3 m to the rear, of the vehicle. However where this cannot be avoided, the vehicle on which the load is being carried shall not be less than 10 m in length.
- (4) The vehicle under application shall be covered by valid third party insurance for the entire period of the permit being sought.

#### 許可證條件 CONDITIONS OF PERMIT

- (一) 運載特長或特闊貨物許可證在運輸署署長指定的期間內有效。
- (二) 許可證須在車輛前擋風玻璃靠近車輛牌照處展示。
- (三) 所有貨物必須適當地繫牢在車輛上，而貨物的任何部份均不得接觸到路面。所有貨物不得只由車輛的尾閘支撐。
- (四) 在並非黑夜時間或在並非屬能見度低的情況下，該車輛的負載物的後端必須附有一塊面積不小於 1 平方米的紅旗。
- (五) 在黑夜時間或在能見度低的情況下，該車輛的負載物的前端每一邊均須展示有一盞朝前方照射的白燈，而負載物的後端須展示一盞朝後方照射的紅燈。
- (六) 在運載貨物車輛的前及後須有車輛護送。護送車輛須依照香港法例第 374 章道路交通（車輛構造及維修）規例第 111 條的規定裝上琥珀色光的閃動燈號，並在顯眼的位置，即在車輛的前面、後面或車頂上展示如圖 A 或 B 的適當標記（惟不得遮蔽琥珀色光的閃動燈號）。如屬前面護送車輛，該標記必須在車輛前面展示，使之面對迎面而來的車輛，如屬後面護送車輛，該標記必須在車輛後面展示，使之面對尾隨車輛。如裝在車頂，則可為雙面。
- (七) 此許可證亦須受警務處處長建議的其他條件限制。
- (八) 如違反許可證上任何條件，許可證會予取消；被取消的許可證，須交還運輸署署長。
- (九) 許可證持有人在運載特長和／或特闊貨物進入有管理機關或擁有人限制車輛進出的任何地方或私家路之前，必須取得該管理機關或擁有人的預先批准。
- (1) A long load or wide load permit shall be valid for the period specified by the Commissioner for Transport.
- (2) The permit shall be displayed on the front windscreen of vehicle near to the vehicle licence.
- (3) Any load shall be properly secured to the vehicle, and no portion of it shall touch the road. No load shall be permitted to be carried only on the tailgate of the vehicle.
- (4) If the load is carried other than in the hours of darkness or in poor visibility conditions, a red flag of an area not less than one square metre shall be displayed at the rear extremity of the load.
- (5) During the hours of darkness and in poor visibility conditions, a white light showing ahead shall show ahead at each side of the front extremity of the load, and a red light shall show to the rear at the rear extremity of the load.
- (6) Escort vehicles to the front and rear of the load-carrying vehicle are required. An escort vehicle shall be equipped with an amber flashing light in accordance with Regulation 111 of the Road Traffic (Construction and Maintenance of Vehicles) Regulations, Cap. 374, and shall display in a prominent position, either at the front, rear or on the roof of the vehicle (but such that the flashing light is not obscured), a sign conforming with diagram “A” or “B” as appropriate. On the leading escort vehicle the sign shall be displayed to the front so as to face oncoming vehicles, and on the trailing escort vehicle the sign shall be displayed to the rear to face following vehicles. When mounted on the roof of an escort vehicle, signs may be double-sided.
- (7) The permit shall be subject to additional conditions recommended by the Commissioner of Police.
- (8) Contravention of any permit conditions may render the permit liable to cancellation in which case it shall be returned to the Commissioner for Transport.
- (9) The permit holder shall seek the approval from the relevant authority prior to carrying long and/or wide load in any area or private road of which the management authority or owner may restrict the access of the vehicle.



注意事項 NOTES FOR ATTENTION

- (一) 如任何駕駛執照持有人／登記車主曾向運輸署署長提供其姓名、地址或身分證明文件有所改變，他／她須在改變出現後 72 小時內以書面或遞交已填妥的運輸署表格 TD559，將有關改變通知運輸署署長，並需提交有關改變的證明。任何人無合理辯解而違反此規定，即屬犯罪，可處罰款 \$2,000。如屬姓名的改變或身分證明文件的改變，駕駛執照持有人／登記車主亦須將現有的駕駛執照正本 (如持有)、駕駛教師執照正本 (如持有)、車輛登記文件正本 (如持有)、車輛牌照 (如持有) 及自訂登記號碼分配證明書 (如持有) 送交運輸署署長，以作修改。
- (二) 運輸署署長在處理牌照申請時，可要求申請人出示其地址證明 (住址／公司地址 (如以公司登記為車主) 及通訊地址，例如水／電／煤氣／手提電話費單或銀行信件等)，以及可在申請人出示該等證明之前，暫停處理該申請。因此，請申請人士帶同其最近三個月內的地址證明，並在牌照事務處人員要求下，出示其地址證明。
- (三) 所有在本署以你的身分證明文件／公司註冊證號碼登記的車輛牌照或駕駛執照的記錄，會根據你在此申請表內填報的地址而同時更改。
- (1) If a change occurs in the **name, address or identity document of a driving licence holder/registered vehicle owner** previously provided by the driving licence holder/registered vehicle owner to the Commissioner for Transport, the driving licence holder/registered vehicle owner shall, within 72 hours of the change, notify the Commissioner for Transport in writing or by submitting the completed Transport Department Form TD559 with the proof of change. Any person who without reasonable excuse contravenes such requirement commits an offence and is liable to a fine of \$2,000. For cases of change of name or change of identity document, the driving licence holder/registered vehicle owner shall also deliver to the Commissioner for Transport the existing original driving licence (if applicable), original driving instructor's licence (if applicable), original vehicle registration document (if applicable), vehicle licence (if applicable) and Certificate of Allocation of Personalized Registration Mark (if applicable) for amendment.
- (2) The Commissioner for Transport may, in processing licensing application, require the applicant to **produce proof of his/her address** (residential/company address (if using company as registered vehicle owner) and correspondence address, e.g. water/electricity/gas/mobile phone bill or bank correspondence), and may suspend the processing of the application until the production of such proof. Therefore, applicants please bring along with address proof issued within the last three months for presentation as and when requested by officers of Licensing Office.
- (3) For any change of address notified in this application form, all vehicle/driving licence records of the applicant under the same identity document/Certificate of Incorporation held by this Department will also be changed.

郵遞申請 APPLICATION BY POST

如果你以郵寄遞交申請表，請填寫下列資料 PLEASE FILL IN THE FOLLOWING ITEMS

- (1) 請在支票／銀行本票背面寫上你的姓名，車輛登記號碼及日間聯絡電話。  
Please write down your Name, Vehicle Registration Mark and Day Time Contact Telephone No. on the back of the cheque/cashier order.
- (2) 請填上你的付款資料。  
Please fill in your Remittance Details.
- (3) 為方便本署郵寄本申請表所申請的許可證給你，請在以下填上你的姓名／公司名稱 (如以公司登記為車主) 及你於本申請表所填寫的住址／公司地址／通訊地址。  
To facilitate us to mail the permit applied in this application form to you, please fill in below your name/company name (if using company as registered vehicle owner) and residential address/company address/correspondence address provided in this application form.

銀行名稱 Name of Bank: \_\_\_\_\_

付款總額 Amount Paid: \_\_\_\_\_

支票／銀行本票號碼  
Cheque/Cashier Order No. \_\_\_\_\_

姓名 Name: \_\_\_\_\_

住址／公司地址／通訊地址 Residential/Company/  
Correspondence Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### 收集目的

- 運輸署會使用透過本申請表所獲得的個人資料作下列用途：
  - 辦理有關審批你在本申請表中所提出的申請的事務；
  - 依照道路交通(車輛登記及領牌)規例第4(2)條的規定，保存一份車輛記錄，讓市民索閱；  
(只適用於與車輛有關的申請)
  - 依照道路交通(駕駛執照)規例第39條的規定，保存一份詳列駕駛執照上各細項的記錄；  
(只適用於與駕駛執照有關的申請)
  - 辦理有關交通及運輸的事務；及
  - 方便運輸署與你聯絡。
- 你必須提供本申請表所要求的個人資料。假如你未能提供所需資料，你的申請可能不獲接納。

### 獲轉交資料的部門／人士

- 你透過本申請表所提供的個人資料會向下列人士／部門公開：
  - 其他政府部門、決策局及有關機構，以作上述第1段所列的用途；
  - 任何人士，以作上述第1段(b)項所列的用途；及
  - 隧道公司、青馬管制區營運者及青沙管制區營運者，以便該等機構執行與交通及運輸有關的法定職責。

### 索閱個人資料

- 根據個人資料(私隱)條例第18及22條及附表1第6條，你有權索閱及修正你的個人資料。你的索閱權包括獲取本申請表所提供的個人資料副本一份。

### 查詢

- 有關透過本申請表收集的個人資料的查詢，包括索閱及修正資料，應寄往：  
香港  
金鐘道95號  
統一中心3樓  
牌照事務組  
行政主任／FRT收啓

### Purposes of Collection

- The personal data provided by means of this form will be used by Transport Department for the following purposes:
  - activities relating to the processing of your application in this form;
  - maintenance of a register of vehicles for public access under regulation 4(2) of the Road Traffic (Registration and Licensing of Vehicles) Regulations;  
(*applicable to vehicle-related applications only*)
  - maintenance of a record of particulars of driving licences under regulation 39 of the Road Traffic (Driving Licences) Regulations;  
(*applicable to driving licence-related applications only*)
  - activities relating to traffic and transport matters; and
  - facilitating communication between Transport Department and yourself.
- It is obligatory for you to supply the personal data as required by this form. If you fail to supply the required data, your application may be refused.

### Classes of Transferees

- The personal data you provided by means of this form may be disclosed to:
  - other Government departments, bureaux and relevant organizations for the purposes mentioned in paragraph 1 above;
  - any person for the purpose mentioned in paragraph 1(b) above; and
  - tunnel companies, Tsing Ma Control Area operator and Tsing Sha Control Area operator for execution of their statutory duties in traffic and transport matters.

### Access to Personal Data

- 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.

### Enquiries

- Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:  
Executive Officer/FRT  
Licensing Division,  
3/F, United Centre,  
95 Queensway,  
Hong Kong.