



地址  
Address



個人資料  
**Personal Information**

LXX,CXXX HXXX 000001

地址/ADDRESS

### 登記車主及牌證持有人向運輸署提交的電子聯絡方式

根據現行法例，由二零二一年十一月一日起，登記車主及車輛行駛許可證/國際通行許可證/試車牌照持有人（下稱「登記車主及牌證持有人」）向運輸署牌照事務處遞交與車輛有關的申請時，必須提供一個香港流動電話號碼或電郵地址，作為電子聯絡方式，以便日後運輸署在有需要時，以手機短訊或電郵向上述人士發出電子信息。

根據運輸署截至二零二三年二月八日的記錄，閣下的「電子聯絡方式」是：

香港流動電話號碼/電郵地址

**[12345678]**

電子聯絡方式是地址以外的非常重要聯絡方式。請確保閣下的「電子聯絡方式」正確，並盡量提供一個常用的聯絡方式（例如手提電話號碼），以方便收取運輸署給你的訊息，包括在「易通行」推行後，有關繳交隧道費的事宜。

請注意，登記車主及牌證持有人必須使用運輸署記錄的「電子聯絡方式」<sup>1</sup>作為身份認證，以申請「易通行」車輛貼及加入車輛至登記車主及牌證持有人的「易通行」戶口。再者，如登記車主及牌證持有人未有申請「易通行」繳付隧道費，每次經過實施「易通行」的政府收費隧道後，隧道費服務商會透過「電子聯絡方式」，以手機短訊或電郵向上述人士發出繳費通知。上述人士必須在十四個工作天內以指定的方式繳付隧道費。逾期繳交會被徵收附加費。

如閣下的「電子聯絡方式」正確，則無需理會此信件。如閣下希望更改「電子聯絡方式」（包括更新香港流動電話號碼/電郵地址，將電子聯絡方式由電郵地址更改為香港流動電話號碼或由香港流動電話號碼更改為電郵地址），可按照附件列明的方法更改。請注意，根據現行法例，如登記車主及牌證持有人的電子聯絡方式有任何改變，該登記車主及牌證持有人須在改變後72小時內通知運輸署。

如對實施「易通行」有任何查詢，請瀏覽「易通行」網頁 [hketoll.gov.hk](http://hketoll.gov.hk)、下載流動應用程式或致電 3853 7333 與隧道費服務商聯絡。你亦可致電 2804 2600 與運輸署聯絡。

運輸署

2023年2月17日

---

<sup>1</sup> 如你曾向運輸署同時提供香港流動電話號碼及電郵地址，則以電郵地址作為你的電子聯絡方式。

## 更改「電子聯絡方式」的方法

如登記車主及車輛行駛許可證／國際通行許可證／試車牌照持有人的「電子聯絡方式」有所改變（包括更新香港流動電話號碼／電郵地址，將電子聯絡方式由電郵地址更改為香港流動電話號碼或由香港流動電話號碼更改為電郵地址），可透過以下方法通知運輸署更改：

- (一) 透過香港政府一站通的網上服務通知運輸署（可使用「智方便」進行身份認證，需時約一天）

香港政府一站通網頁網址及二維碼

<https://www.gov.hk/tc/apps/coa.htm>



更改電子聯絡方式的步驟：

1. 在選擇申請類別中，點選「使用智方便」（如適用），並選擇更改「香港手機號碼或電郵地址」
2. 使用智方便登入，並按指示授權進行身分認證
3. 在選擇需通知的服務中，點選「駕駛執照持有人及／或車輛登記車主 [TD01] - 運輸署」
4. 在輸入個人/公司資料中，更新你的電子聯絡方式（即香港流動電話號碼／電郵地址）
5. 在確認及遞交後，系統會顯示「收取確認通知書」及提供一個參考編號，你的申請已提交。

- (二) 以書面形式遞交已填妥的運輸署TD559表格（需時約十個工作天）

- (三) 親臨運輸署牌照事務處，地址如下：

牌照事務處	地址
香港牌照事務處	香港金鐘道九十五號統一中心三樓（鄰近港鐵金鐘站D出口）
九龍牌照事務處	九龍長沙灣道二零三號長沙灣政府合署二樓（鄰近港鐵深水埗站C出口）
觀塘牌照事務處	九龍觀塘鯉魚門道十二號東九龍政府合署五樓（鄰近港鐵觀塘站D4出口）
沙田牌照事務處	新界沙田上禾輦路一號沙田政府合署二樓（鄰近港鐵沙田站B出口）

LXX,CXXX HXXX 000001  
ADDRESS

17 February 2023

**Electronic Contact Means submitted by  
Registered Vehicle Owners and Licence Holders to the Transport Department**

According to the current legislation, with effect from 1 November 2021, registered vehicle owners and holders of movement permit / international circulation permit / trade licences (hereinafter referred to as “registered vehicle owners and licence holders”) are required to provide either a Hong Kong mobile phone number or an email address as their electronic contact means when submitting vehicle-related applications to the Transport Department (TD)'s Licensing Offices so that the TD can issue electronic messages, either by SMS or email, when necessary.

According to the TD’s records as at 8 February 2023, your electronic contact means is:

**Hong Kong mobile phone number / Email address**  
**[12345678]**

The electronic contact means is a very important contact information other than address. **Please ensure that your electronic contact means is correct and as far as possible provide the frequently used one (such as your mobile phone number)** to receive messages from the TD, including matters related to the tunnel toll payment after the implementation of HKeToll.

Please note that, registered vehicle owners and licence holders must use the electronic contact means<sup>1</sup> in TD’s record as the identity verifications to apply for HKeToll vehicle tags and associate vehicles to the HKeToll accounts of the registered vehicle owners and licence holders. Furthermore, if the registered vehicle owner and licence holder has not applied for HKeToll to pay tunnel toll, the toll service provider will send an electronic payment notice to the above-mentioned person by SMS or email through the electronic contact means each time when his/her vehicle passes through the government-tolled tunnel(s) which has implemented the HKeToll. The above-mentioned persons must pay the tunnel toll by designated means within 14 business days. Late payment will incur a surcharge.

**If your electronic contact means is correct, please disregard this letter.** If you wish to change the electronic contact means (including updating Hong Kong mobile phone number / email address, change of electronic contact means from email address to Hong Kong mobile phone number or vice versa), you can follow the methods stated at Annex. Please note that, in accordance with the current legislation, the registered vehicle owner and licence holder must inform the TD within 72 hours in case of a change to the electronic contact means.

For enquiries about the implementation of HKeToll, please visit the website of HKeToll, [hketoll.gov.hk](http://hketoll.gov.hk), download the mobile application or contact the toll service provider at 3853 7333. You may also contact the TD at 2804 2600.

Transport Department

---

<sup>1</sup> If you have provided both Hong Kong mobile phone number and email address to the TD, your email address will be used as your electronic contact means.

## Method to Change Electronic Contact Means

In case of a change to the electronic contact means (including updating Hong Kong mobile phone number / email address, change of electronic contact means from email address to Hong Kong mobile phone number or vice versa) of a registered vehicle owner and holder of movement permit / international circulation permit / trade licences, he/she can inform the TD of the change in the following ways:

- (1) Use the online service in GovHK (together with iAM Smart for identity verification) (normally takes one day)

### Website and QR Code of GovHK

<https://www.gov.hk/en/apps/coa.htm>



### Steps to change electronic contact means:

1. In the “Type of Application” page, click “Use iAM Smart” (if applicable), and select to change “HK Mobile Phone No. or Email Address”.
2. Use iAM Smart to log in and follow the instruction to verify identity.
3. In the “Select Service(s) to Notify” page, click “Driving Licence Holders and/or Registered Vehicle Owners [TD01] - Transport Department”.
4. In “Enter Personal / Company Details” page, update your electronic contact means (i.e. your mobile no. / email address).
5. After confirmation and submission, the system will display a “receipt of confirmation notice” and provide a reference number to show that your application has been submitted.

- (2) Submit a completed TD559 form to the TD (normally takes 10 business days)

- (3) Visit the Licensing Office of the TD in person at the following address:

Licensing Office	Address
Hong Kong Licensing Office	3/F, United Centre, 95 Queensway, Hong Kong. (near Exit D of Admiralty MTR Station)
Kowloon Licensing Office	2/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon. (near Exit C of Sham Shui Po MTR Station)
Kwun Tong Licensing Office	5/F, Kowloon East Government Offices, 12 Lei Yue Mun Road, Kowloon. (near Exit D4 of Kwun Tong MTR Station)
Sha Tin Licensing Office	2/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories. (near Exit B of Sha Tin MTR Station)