

## 2 The Business Process from Submission of Application to Auction of Personalized Vehicle Registration Marks

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| Stage 1<br>Submission of Application        | <p>Transport Department (TD) accept applications for personalized vehicle registration mark every January, May and September. For up-to-date details including the number of applications to be considered in that exercise, please visit TD webpage (<a href="http://www.td.gov.hk">http://www.td.gov.hk</a>)</p> <p style="text-align: center;">↓</p> <p>Applicants to complete application forms</p> <p style="text-align: center;">↓</p> <p>Applicants to submit applications</p> <p style="text-align: center;">↓</p> <p>TD acknowledge receipt of applications and inform applicants of their respective application numbers</p> |
| Stage 2<br>Selection of Applications by lot | <p>(If the number of applications exceeds the specified number for consideration) TD arrange a selection by lot</p> <p style="text-align: center;">↓</p> <p>The application numbers selected by lot are published in TD webpage and the applicants are also notified of the ballot results by post</p>   |

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| Stage 3<br>Checking against Basic Combination Requirements | <p>(For applications which are selected) TD check the proposed personalized vehicle registration marks against basic combination requirements</p> <p style="text-align: center;">↓</p> <p>The selected applicants are notified of the checking results</p>   |
| Stage 4<br>Payment of Deposit                              | <p>(If the selected registration marks meet the basic requirements) Applicants to pay a deposit of \$5,000 within the period specified in the notification letter</p>  |
| Stage 5<br>Vetting   | <p>(If the deposit is received within the specified period) The applications are vetted by the Commissioner for Transport</p> <p style="text-align: center;">↓</p> <p>Applicants are notified of the vetting results</p>   |
| Stage 6<br>Auction   | <p>(For applications which are accepted) TD arrange an auction with relevant details published in newspapers</p> <p style="text-align: center;">↓</p> <p>TD send the auction details to the applicants</p> <p style="text-align: center;">↓</p> <p>Applicants to attend the auction and participate in the bidding</p> |