

重要通知

郵件貼上足夠郵資

若郵件郵資不足，香港郵政會收取欠資及相關費用。本署不會接收郵資不足的郵件，有關郵件將由香港郵政退回寄件人或予以銷毀。為確保郵件能妥善送達本署，並免卻不必要的派遞延誤或失誤，請切記投寄郵件前支付足額郵資及註明回郵地址。

Important Notice

Mail items with insufficient postage

Underpaid mail items are subject to surcharge by Hongkong Post. This department will not accept underpaid mail items, which will be returned to the sender or disposed of by the Hongkong Post. For proper delivery of your mail items to the department, and to avoid unnecessary delivery delay or unsuccessful delivery, please ensure your mail items bear sufficient postage with return address before posting.



運輸署

Transport Department

香港特別行政區政府
運輸署

TRANSPORT DEPARTMENT
THE GOVERNMENT OF THE HONG KONG
SPECIAL ADMINISTRATIVE REGION

客運營業證證明書申請書 — 私家巴士服務

APPLICATION FOR PASSENGER SERVICE LICENCE CERTIFICATE(S) — PRIVATE BUS SERVICE

請閱讀附頁的「填表須知」，各項資料均須以**正楷**填寫。
Please read the attached notes and complete all items in **BLOCK LETTERS**.

(本欄不必填寫 FOR OFFICIAL USE ONLY)

予以／不予以批准者 _____
Approved/disapproved by _____

處理者 _____
Processed by _____

申請人資料 PARTICULARS OF APPLICANT

姓名： Name: _____
*先生 *Mr. 1 _____
太太 Mrs. 2 _____
小姐 Miss 3 英文姓名 (姓氏先行，名字隨後) In English - Surname first, then Other Names
女士 Ms. 4 _____
有限公司 Ltd. Co. 5 _____

中文名稱 Chinese Characters _____

*香港身份證／公司註冊證號碼： _____
*H.K. Identity Card/Certificate of Incorporation No.: _____ ()

地址： _____
Address: _____
室 Flat/Room _____ 座 Block _____ 樓 Floor _____

樓宇層數請依升降機所用層數，或以西式計算。

大廈名稱／門牌號數及街道名稱／屋邨 Name of Building/Number and Name of Street/Estate

地區 District

*香港 *H.K.
九龍 Kln.
新界 N.T.

電話號碼： _____
Telephone No.: _____

商業登記證號碼： _____
Business Registration Certificate No.: _____

* 請刪去不適用者 Please delete if inappropriate

客運營業證及擬使用的私家巴士詳情

PARTICULARS OF PASSENGER SERVICE LICENCE AND THE PROPOSED PRIVATE BUS(ES)

客運營業證編號： _____
Passenger Service Licence No.:

屆滿日期： _____
Expiry Date:

以現行的客運營業證經營的私家巴士總數： _____
Total no. of private bus(es) operating under current passenger service licence:

		(1)	(2)	(3)	(4)	(5)
車輛詳情 Vehicle Particulars	#車輛登記號碼 #Vehicle Registration Mark					
	#現時登記車主姓名 #Name of Current Registered Owner					
	車輛類別 Class of Vehicle					
	#車身底盤號碼 #Chassis No.					
	^座位限額 ^Seating Capacity					
	單層/雙層巴士 Single/Double Decker					
擬提供的服務類型 Proposed Type(s) of Service (請在適當方格內 填上「✓」號 Please tick as appropriate)	B01 – 學生服務 Student Service					
	B02 – 僱員服務 Employees' Service					
	B03 – 傷殘人士服務 Disabled Persons' Service					
	B04 – 其他服務 Other Service					

(如有需要，請另用紙張填寫 Use separate sheet of paper if necessary)

新車不適用

Not required for new vehicle(s)

^ 請注意，私家巴士不可申請提供「企位」

Standing passengers are not allowed in private bus applications

證明文件 SUPPORTING DOCUMENTS

請參閱填表須知 (E) 項以提供證明文件。

Please refer to Part E of the notes attached to provide supporting documents.

聲明書 DECLARATION

據本人所知，以上填報的各項資料均屬詳盡確實。本人明白，如故意提供失實資料，根據香港法例第374章道路交通條例第111條(第3款)的規定，本人可被檢控，一經定罪，可被罰款5,000元及監禁六個月。

本人明白，如申請獲得批准，本人將須遵照此表格附列的填表須知(A)項的客運營業證證明書簽發條件，特此聲明。

I declare that to the best of my knowledge and belief, the information given above is true. I understand that if I knowingly make any statement which is false in a material particular, I shall render myself liable to prosecution under Section 111(3) of the Road Traffic Ordinance (Chapter 374) and on conviction to a fine of \$5,000 and to imprisonment for six months.

I understand that if my application is approved, the passenger service licence certificate(s) to be issued will be subject to the conditions set out in Part A of the notes attached to this form.

申請人簽署 (如適用，請加公司蓋章)： _____
Signature of Applicant (with company seal, if applicable)

日期： _____
Date

簽署者姓名 (正楷)： _____
Name of Signatory (in Block Letters)

簽署者職位： _____
Post of Signatory

客運營業證證明書申請書 —— 私家巴士服務

填表須知

(A) 簽發條件

- (一) 額外私家巴士客運營業證的批准須視乎此等需要是否真確及其需求是否有其他交通工具足以應付。
- (二) 客運營業證證明書乃簽發予以客運營業證經營的車輛。
- (三) 客運營業證證明書的有效期限為一年或與客運營業證的屆滿日期相同，兩者以日期較早者為準。
- (四) 每輛以客運營業證經營的車輛，必須：—
 - (a) 在該車輛擋風玻璃的左面展示一張由運輸署署長指定格式的證明書；及
 - (b) 根據道路交通（公共服務車輛）規例第 2 附表中圖 2 所指定的形式於車輛後面展示載有客運營業證編號的字牌。
- (五) 任何人士不得駕駛或使用已領有客運營業證的車輛或容許或任命他人駕駛或使用該車輛，如該車輛：—
 - (a) 並無展示如上文第 (四) 段所指的證明書及字牌；
 - (b) 展示該證明書或字牌的方法與上文第 (四) 段所指定者不符；
 - (c) 展示任何聲稱為以上第 (四) 段所指的證明書或字牌，惟該證明書或字牌：
 - (i) 已遭毀壞、塗改或損毀；
 - (ii) 與該車輛現有客運營業證無關；或
 - (iii) 與該車輛無關。
 - (d) 展示如上文第 (四) 段所指的證明書，惟該證明書已失效。
- (六) 有關各類客運營業證的費用，你可於香港牌照事務處查詢或索取印有各類牌費用的單張 (TD341) 或瀏覽運輸署網頁 (<http://www.td.gov.hk>)。

(B) 填寫表格

如以有限公司名義申請，聲明書部份應由已獲公司授權的人士簽署。

(C) 遞交申請書

申請書填妥後，應親自遞交或由代理人交回運輸署公共車輛分組 (香港金鐘道 95 號統一中心三樓)，或以掛號郵遞寄回。

(D) 更改資料

申請人如要更改填報的資料，應即通知運輸署署長。

(E) 證明文件

遞交申請書時，應一併附上下列文件：—

- (a) 有效的商業登記證 (加簽的真確副本)；
- (b) 適當的文件，以證明該等提供服務的私家巴士，由指定的車房/汽車公司維修及保養服務；及
- (c) 上文未有提及的其他有關證明文件或資料。

(F) 諮詢

查詢請撥電 2804 2576 與公共車輛分組聯絡。

個人資料的說明

收集目的

- 運輸署會使用透過本表格所獲得的個人資料作下列用途：
 - 辦理有關審批你在本表格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，保存一份車輛紀錄，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紀錄；（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。
- 你必須提供本表格所要求的個人資料。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

- 你透過本表格所提供的個人資料會向下列人士／部門公開：
 - 其他政府部門及決策局，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表格所提供的個人資料副本一份。

查詢

- 有關透過本表格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。

NOTES ABOUT PERSONAL DATA

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 provide by means of this form may be disclosed to:
 - other Government bureaux and departments 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 the Licensing Section, 3/F., United Centre, 95 Queensway, Hong Kong. (Attn.: Executive Officer/FRT)

**APPLICATION FOR PASSENGER SERVICE LICENCE CERTIFICATE(S) —
PRIVATE BUS SERVICE**

NOTES FOR ATTENTION

A. CONDITIONS OF ISSUE

- (1) Inclusion of additional private bus passenger service licence is only approved where it is satisfactorily shown that the need is genuine and the demand cannot be satisfactorily met by other transport facilities.
- (2) Passenger service licence certificate(s) will be issued in respect of vehicle(s) operating under the passenger service licence.
- (3) A passenger service licence certificate is valid for one year or until the passenger service licence expires, whichever is the earlier.
- (4) Every vehicle operated under a passenger service licence shall display —
 - (a) on the left hand half of the vehicle's windscreen in a manner as to be visible from the front of the vehicle a certificate in a form specified by the Commissioner for Transport;
 - (b) at the rear of the vehicle, a plate showing the passenger service licence number in accordance with Figure No. 2 of the Second Schedule to the Road Traffic (Public Service Vehicles) Regulations.
- (5) No person shall drive or use a vehicle operated under a passenger service licence or suffer or permit such a vehicle to be driven or used, if such vehicle —
 - (a) does not display the certificate and the plate referred to in paragraph (4) above;
 - (b) displays such certificate or plate other than in the manner prescribed by paragraph (4) above;
 - (c) displays any such certificate or plate purporting to be a certificate or plate referred to in paragraph (4) that —
 - (i) is damaged, altered or defaced;
 - (ii) does not relate to a passenger service licence concurrently in force in respect of the vehicle; or
 - (iii) does not relate to the vehicle;
 - (d) displays a certificate referred to in paragraph (4) that is invalid.
- (6) For enquiry of passenger service licence fees, you may enquire at Hong Kong Licensing Office, obtain TD 341 containing various licence fee or visit Transport Department's website (<http://www.td.gov.hk>).

B. COMPLETION OF FORMS

In the case of a limited company, the declaration should be signed by the person authorized by the company.

C. SUBMISSION OF APPLICATIONS

All completed applications should be submitted either in person, by agent or by registered post to Public Vehicles Unit of Transport Department at 3/F., United Centre, 95 Queensway, Hong Kong.

D. AMENDMENT

The Commissioner for Transport should be notified of any change in particulars immediately.

E. SUPPORTING DOCUMENTS

The following documents should be forwarded at the time of submission of the application form:—

- (a) Valid Business Registration Certificate (certified true copy);
- (b) Documentary evidence to show that maintenance and service facilities are provided by appointed garage/motor car company; and
- (c) Other relevant documents/information in support of the application not mentioned above.

F. ENQUIRIES

For further information, please contact the Public Vehicles Unit at telephone number 2804 2576.