

Important Notice

Requirement of Address Proof

The original or a copy of the proof of address issued within the last three months **has to** be produced when submitting a licensing application. In accordance with the relevant legislation, the Transport Department may suspend processing the application in the absence of address proof. [[Please refer to the list of acceptable proof of address](#)]

Change of Address

According to the law, driving licence holders or registered vehicle owners have to notify the Transport Department within 72 hours of their change of address. Any person without reasonable excuse contravenes such requirement commits an offence and is liable to a fine of \$2,000. You may notify the Transport Department of change in address with your proof of new address in writing, through [GovHK](#) or by submitting [the specified form](#) (“Change of Personal Particulars or Vehicle Particulars”).

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 (with return address) or disposed of (without return address) 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. [[Please note the latest details about postage rates by Hongkong Post](#)]

Submission of Identity Document

For application submitted by post/ via drop-in box, please **do not** submit the **original** identity document.

If you are a registered elector and your residential address has changed, please notify the Registration and Electoral Office (REO) as early as possible. For enquiries, please call the REO hotline 2891 1001.

大嶼山封閉道路通行許可證申請表格

(非專營巴士作旅遊服務及專為輪椅使用者提供出租汽車服務的車輛專用)

**LANTAU CLOSED ROAD PERMIT APPLICATION FORM
(FOR TOUR SERVICE OF NON-FRANCHISED BUS AND VEHICLE WITH HIRE CAR PERMIT
FOR CONVEYANCE OF WHEELCHAIR BOUND PASSENGERS ONLY)**

填寫前請參閱附頁的「須知事項」。請以正楷填寫各項資料。

Please read the "Notes for Application" attached before completing this form. Please complete all items in BLOCK LETTERS.

申請人資料 PARTICULARS OF APPLICANT

1. 公司／團體／個人 名義／非專營巴士 營辦商名稱 Full Name of Company / Organization / Individual / Non-franchised Bus Operator	中文 (<i>In Chinese</i>)	英文 (<i>In English</i>)
	商業登記證號碼／公司註冊證書／非香港公司註冊證明書／公司更改名稱證書／註冊非香港公司變更名稱註冊證明書／社團註冊證明書／香港身份證號碼 No. of Business Registration Certificate / Certificate of Incorporation / Certificate of Registration of Non-Hong Kong Company / Certificate of Change of Name / Certificate of Registration of Alteration of Name of Registered Non-Hong Kong Company / Certificate of Registration of a Society / H.K. Identity Card No.	
	旅行社牌照號碼／客運營業證編號 Travel Agents Licence No. / Passenger Service Licence No.	
	地址 Address 「注意：上述通訊地址只供本次大嶼山封閉道路通行許可證申請之用，並不可用作更新申請人於本署的其他地址紀錄（包括駕駛執照持有人／登記車主曾向運輸署署長提供的地址）。(Note: The above mailing address is for Lantau Closed Road Permit application only and could not be used in updating other address records including that previously provided to the Commissioner for Transport by the driving licence holder / registered owner.)	
2. 聯絡方法 Contact Details	聯絡人姓名 Name of Contact Person	電話號碼 Telephone No.
	電郵地址 E-mail Address	傳真號碼 Fax No.

申請詳情 DETAILS OF APPLICATION

3. 擬使用日期及時間 Intended Date and Time of Use	使用日期 Date of Use _____ 進入東涌道時間 Time of Entering into Tung Chung Road _____	離開東涌道時間 Time of Leaving Tung Chung Road _____
4. 項目名稱及目的地 Name of Event and Destination		

<p>5. 車輛登記號碼 Vehicle Registration Number</p>	<p>非專營巴士數目及車輛登記號碼 Number of Non-franchised Buses & Vehicle Registration Number</p> <p>車輛登記號碼 Vehicle Registration Number</p> <p>(1) _____</p> <p>(2) _____</p> <p>(3) _____</p> <p>備用車輛的車輛登記號碼 Vehicle Registration Number of Reserved Vehicle</p> <p>(1) _____</p> <p>(2) _____</p> <p>(3) _____</p> <p>「請注意車輛車長不能超過 12 米」 (Please note that vehicle length must not be longer than 12 metres)</p>	<p>出租汽車車輛登記號碼及出租汽車許可證號碼 Vehicle Registration Number of Vehicle with Hire Car Permit and Hire Car Permit Number</p> <p>(1) 車輛登記號碼 Vehicle Registration Number</p> <p>_____</p> <p>出租汽車許可證號碼 Hire Car Permit Number</p> <p>_____</p> <p>(2) 備用車輛的車輛登記號碼 Vehicle Registration Number of Reserved Vehicle</p> <p>_____</p> <p>備用車輛的出租汽車許可證號碼 Hire Car Permit Number of Reserved Vehicle</p> <p>_____</p>
<p>6. 旅客類別／資料 Category or Information of Visitors</p>	<p>非專營巴士 Non-franchised Buses</p> <p>() 本地旅客 Local Visitors</p> <p>() 非本地旅客 Non-local Visitors</p>	<p>持有專為輪椅使用者提供出租汽車服務之出租汽車許可證的車輛 Private Car with Hire Car Permit for Conveyance of Wheelchair Bound Passengers</p> <p>接載之輪椅使用者姓名 Name of Wheelchair User to be Carried</p> <p>_____</p>

聲明 DECLARATION

據本人所知所信，以上填報各項資料均屬真確。本人明白如明知而作出虛假的陳述，根據香港法例第 374 章道路交通條例第 111 條第 3 款的規定，本人可被判罰 \$5,000 元及監禁 6 個月。本人承諾，如上文填報各項詳情有任何更改，定必會立即以書面通知運輸署。

本人已閱讀附頁的「須知事項」，並同意遵守有關規定。

本人委託 _____ (代理人姓名)，即身份證明文件號碼 _____ 的持有人為代理人，代表本人提交及處理本申請，包括領取相關牌照、許可證及／或其他文件。
(註：如申請表提供的資料曾作修改，申請人須在旁加簽作實。)

I declare that to the best of my knowledge and belief, the information given above is true and correct. I understand that if I knowingly make any statement which is false in a material particular, I shall be liable under Section 111(3) of the Road Traffic Ordinance (Cap. 374) to a fine of \$5,000 and to imprisonment for 6 months. I undertake to notify the Transport Department in writing immediately upon any change in the particulars given above.

I have read the "Notes for Applications" attached to this form, and agree to comply with the requirements concerned.

I hereby appoint _____ (name of agent), holder of identity document number _____ as the agent to submit and handle this application on my behalf, including the collection of related licence, permit and/or other documents.
(Note: If the information provided in this application form is amended, applicant shall sign next to the amended part for verification.)

公司／團體／非專營巴士營辦商／出租汽車營辦商蓋章或個人簽署
Company / Organisation / Non-franchised Bus Operator / Hire Car Operator's Chop or Individual Signature _____

日期
Date _____

如以公司／機構名義申請，須由該公司所指定的授權人士簽署及加蓋該公司印章。The form must be signed by a person authorized by the company / organisation and stamped with the organisation's chop for application in the name of a company / organisation.

須知事項 Notes for Application

大嶼山南部的道路為封閉道路。在大嶼山封閉道路行駛的車輛，必須持有有效的『大嶼山封閉道路通行許可證』。車輛必須遵守大嶼山封閉道路通行許可證上及運輸署發出相關批准信上所載的條件限制。

Roads on South Lantau are designated as **closed road**. Vehicles running on the closed roads on South Lantau are required to possess valid **Lantau Closed Road Permit** and are subject to the conditions as stated on the Lantau Closed Road Permit and the relevant approval letter issued by the Transport Department.

請注意車輛車長不能超過 12 米。

Please note that vehicle length must not be longer than 12 metres.

(A) 申請大嶼山封閉道路通行許可證必須提交的文件

Documents Required to be Submitted

申請人以傳真方式遞交申請表格時，須連同下列所需相關文件的**清晰副本**。運輸署在審批期間，有可能要求申請人提交有關文件的正本或額外文件，以證明申請人有實際需要前往大嶼山封閉道路。

When submitting application, the application form should be FAXED together with a **clear photocopy** of the following required documents. Applicants may be asked to produce the original documents or additional documents to prove the genuine need to access closed roads on South Lantau during the assessment.

(I) 非專營巴士作旅遊服務 FOR TOUR SERVICE OF NON-FRANCHISED BUS

1) 接載非本地旅客 For carrying non-local visitors

- (a) 有關非專營巴士有效的車輛登記文件（如有的話）；
A copy of valid vehicle registration document(s) of the non-franchised bus(es) concerned (if available);
- (b) 有關客運營業證的附件 (TD 260D)，顯示有關非專營巴士已獲得運輸署批准的相關服務批註，以提供相關的非專營巴士服務（如有的話）；及
A copy of Annexure of the Passenger Service Licence (TD 260D) concerned showing that the non-franchised bus(es) has / have obtained prior endorsement from the Transport Department to provide respective non-franchised bus service (if available); and
- (c) 下列其中一項：
Any of the following: -
 - i. 位於大嶼山南部酒店的房間訂單，並顯示入住日期；或
Booking order of a hotel in South Lantau showing the date(s) of staying; or
 - ii. 非專營巴士營辦商或旅行社與委託機構雙方蓋印核實的訂單，確認服務及前往大嶼山南部的日期；或
Booking orders made between a non-franchised bus operator or travel agent and its client with both parties' official chops, confirming the order and showing the date of travel to South Lantau; or
 - iii. 關於前往大嶼山南部旅遊活動的印刷品，須顯示活動日期及主辦單位蓋章。
Printed materials about the trip to South Lantau showing the date of travel with the organiser's official chop.
- (d) 申請人的商業登記證號碼／公司註冊證書／非香港公司註冊證明書／公司更改名稱證書／註冊非香港公司變更名稱註冊證明書／社團註冊證明書副本。
A copy of the applicant's Business Registration Certificate No. / Certificate of Incorporation / Certificate of Registration of Non-Hong Kong Company / Certificate of Change of Name / Certificate of Registration of Alteration of Name of Registered Non-Hong Kong Company / Certificate of Registration of a Society.

2) 接載本地旅客 For carrying local visitors

- (a) 有關非專營巴士有效的車輛登記文件（如有的話）；
A copy of valid vehicle registration document(s) of the non-franchised bus(es) concerned (if available);
- (b) 有關客運營業證的附件 (TD 260D)，顯示有關非專營巴士已獲得運輸署批准的相關服務批註，以提供相關的非專營巴士服務（如有的話）；及
A copy of Annexure of the Passenger Service Licence (TD 260D) concerned showing that the non-franchised bus(es) has / have obtained prior endorsement from the Transport Department to provide respective non-franchised bus service (if available); and
- (c) 下列其中一項：
Any of the following: -
 - i. 關於前往大嶼山南部旅遊活動的印刷品，須顯示活動日期及主辦單位蓋章；或
Printed materials about the trip to South Lantau showing the date of travel with organiser's official chop; or
 - ii. 非專營巴士營辦商或旅行社與委託機構雙方蓋印作實的訂單，確認服務及前往大嶼山南部日期。
Booking orders made between a non-franchised bus operator or travel agent and its client with both parties' official chop, confirming the order and showing the date of travel to South Lantau.

(d) 申請人的商業登記證號碼／公司註冊證書／非香港公司註冊證明書／公司更改名稱證書／註冊非香港公司變更名稱註冊證明書／社團註冊證明書副本。

A copy of the applicant's Business Registration Certificate No. / Certificate of Incorporation / Certificate of Registration of Non-Hong Kong Company / Certificate of Change of Name / Certificate of Registration of Alteration of Name of Registered Non-Hong Kong Company / Certificate of Registration of a Society.

3) 申請人如未能在首次提交申請時提供「須知事項」內 (A) (I) 1(a) 及 (b) 或 (A) (I) 2(a) 及 (b) 的文件，在收到運輸署通知，確認有關申請獲初步接納後，必須在許可證使用日期 8 個工作天或之前，以傳真方式遞交下列文件至運輸署新界分區辦事處，否則有關申請會被拒絕：

If the applicant cannot provide the documents set out in (A) (I) 1(a) and (b) or (A) (I) 2(a) and (b) of the Notes for Application when submitting the application, after receiving the notification of approval in principle from the Transport Department, the applicant shall submit by fax the following documents to Transport Operations (NT) Division of the Transport Department not later than 8 working days before the date of use of the permit, **otherwise the application may be rejected.**

- i. 有關非專營巴士有效的車輛登記文件；及
A copy of valid vehicle registration document(s) of the non-franchised bus(es) concerned; and
- ii. 有關客運營業證的附件 (TD 260D)，顯示有關非專營巴士已獲得運輸署批准的相關服務批註，以提供相關的非專營巴士服務。
A copy of Annexure of the Passenger Service Licence (TD 260D) concerned showing that the non-franchised bus(es) has / have obtained prior endorsement from the Transport Department to provide respective non-franchised bus service.

(II) 專為輪椅使用者提供出租汽車服務的車輛 VEHICLE WITH HIRE CAR PERMIT FOR CONVEYANCE OF WHEELCHAIR BOUND PASSENGERS

- 1) 有關出租汽車的有效車輛登記文件；
A copy of valid vehicle registration document(s) of the concerned hire car;
- 2) 出租汽車許可證副本 (TD180F)；及
A copy of the Hire Car Permit (TD180F); and
- 3) 運輸署就有關出租汽車許可證發出的批准信以證明其專為輪椅使用者及其陪同人士提供出租汽車服務；及
Approval letter for the concerned hire car permit for conveyance of wheelchair bound passengers and their companions only issued by Transport Department; and
- 4) 出租汽車營辦商發給乘客的訂單，確認服務及前往大嶼山南部的日期；及
Booking orders issued by a hire car operator to the passenger confirming the order and showing the date of travel to South Lantau; and
- 5) 需提供乘客的以下證明文件：
The following supporting documents regarding the passenger should be submitted: -
 - (i) 在申請日期前六個月內發出的文件，證明被接載者行動不便並需使用輪椅（例如由註冊醫生或物理治療師所發出的證明文件）**；或
Mobility disability document issued (for example by registered doctor or physiotherapist) within 6 months before the date of application of the wheelchair user to be carried**; or

**請填妥申請表夾附的「行動不便證明文件」。
**Please complete the attached Form of “Mobility Disability Document”.
 - (ii) 勞工及福利局發出的「殘疾人士登記證」以證明肢體傷殘，並聲明下肢肢體傷殘行動不便並需使用輪椅^{###}；或
Registration Card for People with Disabilities issued by Labour and Welfare Bureau as a proof for physical disability and declaration for lower limb disability with the use of wheelchair^{###}; or

^{###}請填妥申請表夾附的「下肢肢體行動不便聲明書」。
^{###} Please complete the attached Declaration form of Lower Limb Mobility Disabilities.
 - (iii) 其他證明文件以合理證明被接載者為下肢肢體行動不便並需使用輪椅。
Any other documents to prove the person to be carried is lower limb mobility disabilities with the use of wheelchair.
- 6) 出租汽車營辦商的商業登記證／公司註冊證書副本／香港身份證副本。
A copy of the Business Registration Certificate / Certificate of Incorporation / Hong Kong Identity Card of the hire car operator.

- 7) 申請人如未能在首次提交申請時提供「須知事項」內 (A) (II)(1)、(2) 及 (3) 的文件，在收到運輸署通知，確認有關申請獲初步接納後，必須在許可證使用日期 8 個工作天或之前，以傳真方式遞交下列文件至運輸署新界分區辦事處，**否則有關申請會被拒絕**：

If the applicant cannot provide the documents set out in (A) (II) (1), (2) and (3) of the Notes for Application when submitting the application, after receiving the notification of approval in principle from the Transport Department, the applicant shall submit by fax the following documents to Transport Operations (NT) Division of the Transport Department not later than 8 working days before the date of use of the permits, **otherwise the application may be rejected.**

- i. 有關出租汽車的有效車輛登記文件；
A copy of valid vehicle registration document(s) of the concerned hire car;
- ii. 出租汽車許可證副本 (TD180F)；及
A copy of the Hire Car Permit (TD180F)；and
- iii. 運輸署就有關出租汽車許可證發出的批准信以證明其專為輪椅使用者及其陪同人士提供出租汽車服務。
Approval letter for the concerned hire car permit for conveyance of wheelchair bound passengers and their companions only issued by Transport Department.

(B) 簽發條件 Conditions of Issue

1. 獲發大嶼山封閉道路通行許可證的車輛的駕駛者必須持有相關車輛類別的香港正式駕駛執照。
Driver of vehicles issued with Lantau Closed Road Permit must hold a valid full Hong Kong driving licence on relevant vehicle class.
2. 大嶼山封閉道路通行許可證不得轉讓。
The Lantau Closed Road Permit is not transferable.
3. 每張大嶼山封閉道路通行許可證任何時候只可供一部車輛使用。
Each Lantau Closed Road Permit allows ONE vehicle at any one time only.
4. 使用大嶼山封閉道路通行許可證時，大嶼山封閉道路通行許可證的**正本**必須展示在車頭盡可能近行車證的位置；大嶼山封閉道路通行許可證影印本會被視作無效。
The **original copy** of the Lantau Closed Road Permit must be displayed on the front of the vehicle as near as possible to the vehicle licence at all times when the vehicle is being used in accordance with the Lantau Closed Road Permit; Photocopy of the Lantau Closed Road Permit is considered invalid.
5. 大嶼山封閉道路通行許可證並不適用於根據道路交通（交通管制）規例第 28 (1) 條實施封閉的道路。
The Lantau Closed Road Permit will not apply on a road closed by virtue of regulation 28(1) of the Road Traffic (Traffic Control) Regulations.
6. 在各段禁區時間內，大嶼山封閉道路通行許可證不得作為進入大嶼山禁區之用。
The Lantau Closed Road Permit will not be valid for use to enter into prohibited zone(s) on Lantau Island during their respective prohibited hours.
7. 大嶼山封閉道路通行許可證並無授予任何泊車特權。
The Lantau Closed Road Permit will not confer any parking privilege.
8. **該車輛只准用作所申請的旅遊服務及接載輪椅使用者的出租汽車服務。**如車輛用作其他商業用途，不論持證人是否知情，大嶼山封閉道路通行許可證可予撤銷。
The vehicle concerned may only be used for providing the proposed tour service or hire car service for conveyance of wheelchair bound passengers, other commercial utilisation of the vehicle, whether or not such use is to the knowledge of the permittee, will result in the Lantau Closed Road Permit being revoked.
9. 運輸署對簽發大嶼山封閉道路通行許可證有絕對酌情權。大嶼山封閉道路通行許可證是給予持證人特權（並非權利），而運輸署有酌情權，可隨時予以撤銷而無需給予任何理由。
A Lantau Closed Road Permit is issued at the absolute discretion of the Transport Department. It is a privilege (not right) extended to the permittee and may be revoked at any time at the discretion of the Transport Department without giving any reason.
10. 政府及運輸署不會對因簽發大嶼山封閉道路通行許可證而引起的損害負上任何法律責任。
The Government and the Transport Department do not accept any liability for damages arising how-so-ever out of the issue of the Lantau Closed Road Permit.

11. 大嶼山封閉道路通行許可證為香港特別行政區政府財產，持證人必須在要求下將大嶼山封閉道路通行許可證交回運輸署（九龍聯運街三十號旺角政府合署七樓運輸署新界分區辦事處）。
The Lantau Closed Road Permit remains to be the property of the Government of the Hong Kong Special Administrative Region and must be returned by the permittee to the Transport Department (NT Regional Offices, Transport Department, 7/F, Mongkok Government Offices, 30 Luen Wan Street, Kowloon) when demanded to do so.
12. 如有遺失大嶼山封閉道路通行許可證，請向任何一間警署報失並將有關的報失資料呈交運輸署。
In the event that the Lantau Closed Road Permit is lost, please report the loss to any police station. Evidence of the report to police should be forwarded to the Transport Department to apply for Lantau Closed Road Permit duplication.
13. 為方便查核，請勿將大嶼山封閉道路通行許可證過膠。
Please do not laminate the Lantau Closed Road Permit for the ease of verification.
14. 必須遵守於大嶼山封閉道路通行許可證及批准信上所載列的其他條件。
Must comply with other conditions listed on the Lantau Closed Road Permit and the approval letter.
15. 大嶼山封閉道路通行許可證並無授予任何非專營巴士或出租汽車在大嶼山南部接載乘客的特權或權利。非專營巴士營辦商必須先獲得運輸署批准的服務批註，而出租汽車必須先獲得運輸署批准專為輪椅使用者及其陪同人士提供出租汽車服務的出租汽車許可證，以提供相關的服務。
The Lantau Closed Road Permit does not confer any privilege or right to operate non-franchised bus or hire car for carriage of passengers on South Lantau. Non-franchised bus operator is required to obtain prior service endorsement from the Transport Department for providing respective non-franchised bus service. For hire car, it must possess the hire car permit for conveyance of wheelchair bound passengers and their companions issued by the Transport Department.

(C) 注意事項 Notes for Attention

1. 申請須於大嶼山封閉道路通行許可證使用日期前最少 2 個星期及不多於 3 個月前遞交，並以**先到先得**形式處理。申請表格的第 1 頁連同本「須知事項」內的第 (A)(I)(1)、(A)(I)(2) 或(A)(II)段所提及的相關文件，必須以傳真方式遞交。
Applications shall be made not less than 2 weeks and not more than 3 months before the date of use of Lantau Closed Road Permit and would be processed on a **first come, first served** basis. Relevant supporting documents that should be provided in Part (A)(I)(1), (A)(I)(2) or (A)(II) of the “Notes for application” should be faxed together with page 1 of the application form.
2. 以非專營巴士作旅遊服務的申請人必須為公司或團體，不接納以個人名義的申請。
The applicant for tour service of non-franchised bus should be a company or an organisation. Application in the name of individual persons will not be accepted.
3. 每一份申請表只可用於一天的申請，而每一張大嶼山封閉道路通行許可證只可供一部非專營巴士或出租汽車使用。每個非專營巴士營辦商最多只可申請三張大嶼山封閉道路通行許可證，以供作旅遊服務用途的非專營巴士在同一天進入大嶼山南部。每個出租汽車營辦商只可申請一張大嶼山封閉道路通行許可證，以供作接載輪椅使用者的出租汽車在同一天進入大嶼山南部。
Each application form could only be used in application for a single day. Each applicant may apply for a maximum of 3 Lantau Closed Road Permits for non-franchised buses in tour service and only 1 Lantau Closed Road Permit for the hire car for providing service for wheelchair user into south Lantau on the same day. Only one non-franchised bus or one hire car may be used under one Lantau Closed Road Permit.
4. 如有需要，申請人可為每部非專營巴士或出租汽車申報一部後備車輛，而申請人亦必須提交後備車輛的資料。
If necessary, the applicant may apply for a reserve vehicle for each of the non-franchised bus or hire car, and the applicant is also required to submit the information of the reserve vehicle(s).
5. 申請人如未能在首次提交申請時提供「須知事項」內 (A)(I)(1)(a) 及 (b) 或 (A)(I)(2)(a) 及 (b) 或 (A)(II)(1)、(2) 及(3)的文件，在收到運輸署的通知，確認有關申請獲初步接納後，必須在大嶼山封閉道路通行許可證使用日期 8 個工作天或之前，以傳真遞交相關文件至運輸署新界分區辦事處，否則有關申請將被拒絕。
If the applicant cannot provide the documents stipulated in (A)(I)(1)(a) and (b) or (A)(I)(2)(a) and (b) or (A)(II)(1),(2) and(3) of the Notes for Application when submitting the application, after receiving the notification of approval in principle from the Transport Department, the applicant shall submit by fax the relevant documents to Transport Operations (NT) Division, the Transport Department not later than 8 working days before the date of use of the permit, otherwise the application may be rejected.
6. 如申請獲批准，申請人須帶同批准信及有關車輛的有效登記文件副本，前往香港牌照事務處領取大嶼山封閉道路通行許可證。大嶼山封閉道路通行許可證收費為每月\$75（不足一個月當一個月計）。
If the application is approved, the applicant is required to bring the approval letter and a copy of the vehicle registration document(s) concerned to the Hong Kong Licensing Office to collect the Lantau Closed Road Permit. Please note a fee of \$75 is charged for the issue of Lantau Closed Road Permit (any part of a month counting as a month).

7. 如在沒有合理的解釋下，連續 12 個月內有 3 次：

(a) 未能在指定日期前提交「須知事項」內第 (A)(I)(3) 段或 (A)(II)(7) 的文件；或

(b) 沒有領取已批准的大嶼山封閉道路通行許可證。

會被取消申請大嶼山封閉道路通行許可證的資格 6 個月，由申請人最後申請的大嶼山封閉道路通行許可證使用日期起計算。

[註：在計算該 3 次而言，以 (a) 和 (b) 合共計算的次數為準，即可以是 (a) 或 (b) 分別 3 次；或 (a) 2 次，(b) 1 次；或 (a) 1 次，(b) 2 次。]

Any applicant who, without giving prior notice, on 3 occasions in any consecutive 12 months:

(a) fails to submit the documents stipulated in Part (A)(I)(3) or (A)(II)(7) of the Notes for Application by the specified date; or

(b) fails to collect a Lantau Closed Road Permit granted

will be refrained from applying Lantau Closed Road Permit for 6 months commencing from the Lantau Closed Road Permit effective date in the applicant's latest application.

[Note: for the purpose of calculating the 3 occasions, the aggregated number of occasions of (a) and (b) will be taken into account; that is either (a) or (b) on 3 occasions or (a) twice and (b) once, or (a) once and (b) twice.]

(D) 更改事項

Amendments

申請表格內各項資料如有變更，須在 72 小時內以書面通知運輸署，否則可能影響下次大嶼山封閉道路通行許可證的申請。

Any change in the particulars in respect of the application should be notified to the Transport Department in writing within 72 hours of the change. Otherwise, the next Lantau Closed Road Permit application could be affected.

(E) 遞交申請表格方法

Method for Submission of Application

1. 填妥申請表格的第 1 頁，並連同一切有關的證明文件的副本，於大嶼山封閉道路通行許可證使用日期前最少 2 個星期及不多於 3 個月前傳真至 3741 0011 或 3741 0012 運輸署新界分區辦事處。本署收到申請後，會在 5 個工作天內發出確認信。在一般情況下，本署會在收齊相關及所需文件起計 15 個工作天內完成處理申請或要求申請人提供額外資料。

The completed application form (page 1) should be submitted together with copies of all supporting documents by fax at 3741 0011 or 3741 0012 to the Transport Operations (NT) Division, Transport Department, not less than 2 weeks and not more than 3 months before the date of purported use of Lantau Closed Road Permit. This Department will issue acknowledgement letter within 5 working days upon receipt of an application, and will normally complete processing an application or require the applicant to provide additional information within 15 working days upon receipt of all relevant and necessary documents.

2. 申請人如未能在首次提交申請時提供「須知事項」內 (A)(I)(1)(a) 及 (b)、(A)(I)(2)(a) 及 (b) 或 (A)(II)(1)、(2) 及 (3) 的文件，在收到運輸署的通知，確認有關申請獲初步接納後，必須在大嶼山封閉道路通行許可證使用日期 8 個工作天或之前，以傳真遞交相關文件至運輸署新界分區辦事處，否則有關申請將被拒絕。

If the applicant cannot provide the documents stipulated in (A)(I)(1)(a) and (b), (A)(I)(2)(a) and (b) or (A)(II)(1), (2) and (3) of the Notes for Application when submitting the application, after receiving the notification of approval in principle from the Transport Department, the applicant shall submit by fax the relevant documents to Transport Operations (NT) Division, the Transport Department not later than 8 working days before the date of purported use of the permits, otherwise the application may be rejected.

3. 運輸署會以書面通知申請人申請結果。如申請獲批准，申請人須帶同批准信及有關車輛的有效登記文件副本，前往香港牌照事務處繳費及領取大嶼山封閉道路通行許可證。香港牌照事務處的服務時間及地址如下：

地址：香港金鐘道 95 號統一中心 3 樓

辦公時間：星期一至五，上午 9 時至下午 5 時（公眾假期除外）

The Transport Department will inform applicant of the result in writing. If his / her application is approved, the applicant is required to bring the approval letter and a copy of valid vehicle registration document(s) to the Hong Kong Licensing Office to pay the Lantau Closed Road Permit fee and collect the Lantau Closed Road Permit. Service hours and address of Hong Kong Licensing Office are as follows:

Address : 3/F., United Centre, 95 Queensway, Hong Kong.

Office hours : 9.00 a.m. to 5.00 p.m. Monday to Friday (except public holidays)

(F) 查詢

Enquiry

如有查詢，請致電顧客服務熱線 1823。

For enquiry, please contact customer service hotline at 1823.

(G) 關於你個人資料的說明
Notes about your Personal Data

收集目的 Purposes of Collection

1. 運輸署會使用透過本表格所獲得的個人資料作下列用途：
The personal data provided by means of this form will be used by the Transport Department for the following purposes:
 - (a) 辦理有關審批你在本表格中所提出的申請的事務；
activities relating to the processing of your application in this form;
 - (b) 辦理有關交通及運輸的事務；
activities relating to traffic and transport matters;
 - (c) 方便運輸署與你聯絡；及
facilitating communication between the Transport Department and yourself; and
 - (d) 根據香港法例第 374 章道路交通（車輛登記及領牌）規例附表 9，許可證持有人的姓名將會列在許可證上。
The name of the permit holder will be entered on the permit in accordance with Schedule 9 of Road Traffic (Registration and Licensing of Vehicles) Regulations (Chapter 374, Laws of Hong Kong).
2. 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。
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.

獲轉交資料的部門／人士 Classes of Transferees

3. 你透過本表格所提供的個人資料可能會向下列人士／部門公開：
The personal data you provided by means of this form may be disclosed to:
 - (a) 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；
other Government departments, bureau and related Organisations for the purposes mentioned in paragraph 1 above; and
 - (b) 隧道公司及青馬管理有限公司，以便該等機構執行與交通及運輸有關的法定職責。
tunnel companies and Tsing Ma Management Limited for execution of their statutory duties in traffic and transport matters.

索閱個人資料 Access to Personal Data

4. 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。
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.

查詢 Enquiries

5. 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：
九龍旺角聯運街 30 號旺角政府合署七樓運輸署新界分區辦事處運輸主任／離島 2 收
Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:
Transport Officer / Islands 2, Transport Operations (NT) Division, Transport Department, 7/F., Mongkok Government Offices, 30 Luen Wan Street, Mongkok, Kowloon.