重要通知

核實「電子聯絡方式」

根據法例，申請人遞交各項駕駛執照或車輛牌照服務或相關的車輛許可證申請時，必須提供一個可藉短訊方式聯絡申請人的香港流動電話號碼或藉電子郵件方式聯絡申請人的電郵地址，作為電子聯絡方式。有關電子聯絡方式必須於遞交申請前三個月內經運輸署網上牌照服務或指定網上平台，以一次性密碼核實，詳情請參閱運輸署網頁，或掃瞄此二維碼。

運輸署網頁

在車輛登記文件簽署及蓋印規定

車輛登記文件(以下簡稱為「牌簿」)上**必須**載有登記車主簽署，而當登記車主遞交有關的牌照申請時，申請表格上的簽署必須與牌簿上的簽署相符；如以公司/機構為登記車主，牌簿**必須載有**由該公司/機構所指定獲授權人士的簽署並加蓋該公司/機構的印章，而申請表格上的印章與牌簿上的印章**必須完全相同**，否則運輸署將**不會**處理有關的牌照申請。

地址證明要求

於遞交牌照服務申請時，**必須**連同最近三個月內發出的地址證明文件正本或副本，否則運輸署可以根據有關法例暫停處理有關申請。[請參閱可接納的地址證明]

更改地址或電子聯絡方式

根據法例，駕駛執照持有人或登記車主或相關的車輛許可證持有人的地址或電子聯絡方式如有改變，須在72小時內通知運輸署。任何人無合理辯解而違反此規定，即屬犯罪，一經定罪，可處第1級罰款。你可透過政府一站通、遞交指明的表格（「更改個人資料或車輛資料通知書」）或以書面方式，連同新地址的證明文件（如適用）通知運輸署有關地址的更改。

郵件貼上足夠郵資

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 [請參閱香港郵政有關郵費的最新詳情]。本署不會接收郵資不足的郵件。若郵件郵資不足，有關郵件將由香港郵政處理，當中包括但不限於向有註明回郵地址的寄件人徵收附加費。

提交身分證明文件

如以郵寄方式或經投遞箱遞交申請，**請勿**提交身分證明文件**正本**。

*申請人可選擇把已填妥的請表格及所需文件，經電郵(hklo_mpclassiccar@td.gov.hk)提供予牌照事務處作初步審閱。在一般情況下，本署會在10個工作天內以電郵形式作出回覆，告知申請人初步審閱的結果；並建議申請人**按照申請表格內列明的方式**將申請表格正本連同所需文件及應繳費用正式遞交至牌照事務處，以作出申請。透過電郵遞交的申請，本署只會作初步審閱，本署會在收到申請表格正本及所需文件後才正式處理及批核該申請。*

若你是已登記選民而你的住址有變更，請盡早通知選舉事務處。如有查詢，請致電選舉事務處熱線 2891 1001。

運輸署 Transport Department

運輸署
Transport Department

老爺車行駛許可證申請書
APPLICATION FOR A MOVEMENT PERMIT FOR A CLASSIC CAR

請閱讀附頁的各項須知，並以正楷填寫各項資料。
Please read the notes overleaf and complete all items in BLOCK LETTERS.

(本欄不必填寫 FOR OFFICIAL USE ONLY)	O	
	P	

Receiving Officer's Signature _____
Recommended/Not Recommended _____
Approved/Not Approved _____
Permit No. _____
Permit Fee Received _____

申請人現時的資料 PRESENT PARTICULARS OF APPLICANT

(你在本署電腦記錄的個人資料將根據下列所填報的而更改)
(Your particulars in our computer record will be amended as hereunder)

英文姓名／公司名稱 Name (*In English*) _____

中文姓名／公司名稱 (如屬適用) Name (*In Chinese, if applicable*) _____

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

電子聯絡方式 **E-CONTACT MEANS** (必須於遞交申請前三個月內經運輸署網頁核實，否則本署可暫停處理該申請。) (Must be verified through the website of Transport Department within 3 months before submitting an application. Otherwise, this Department may suspend the processing of the application.)
香港流動電話號碼或電郵地址 (以透過手機短訊或電郵接收通知) Hong Kong Mobile Phone Number **or** Email Address (for receiving notification by SMS **or** Email)

請填寫 Please fill in _____

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／車主的住址／公司地址 (如以公司為車主) 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 vehicle owner) of a driving licence holder/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.)

住址／公司地址 **RESIDENTIAL/COMPANY ADDRESS**

室 Flat/Room _____ 樓 Floor _____ 樓宇層數請依升降機所用編號，或以西式計算。 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 vehicle owner) for the purposes of contact and mailing, please fill in below your correspondence address.)

室 Flat/Room _____ 樓 Floor _____ 樓宇層數請依升降機所用編號，或以西式計算。 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. _____

車輛的資料 PARTICULARS OF VEHICLE

類別 Class _____ 引擎號碼 Engine No. _____

廠名 Make _____ 底盤號碼 Chassis No. _____

型號 Model _____ 製造年份 Year of Manufacture _____

車身類型 Body Type _____ 原產國家／原產地 Country/Place of Origin _____

車身顏色 Colour(s) _____ 汽缸容量 Cylinder Capacity _____ 立方厘米 c.c.

轉向裝置 Steering _____

* 請將不適用者刪去 Delete where inappropriate † 請於適當方格內加上「✓」號。Please tick The appropriate box.

行駛的資料 PARTICULARS OF OPERATION

申請原因及行駛日期 (如得知者)_____
Reasons of application and dates of operation (if known).

有效的第三者意外風險保險 VALID THIRD PARTY RISK INSURANCE

保險公司 (並非代理) 的名稱 _____
Name of Insurance Company (*not agent*)

保單／臨時保單號碼_____ 屆滿日期_____
Policy/Cover Note No. Expiry Date

聲明 DECLARATION

本人已閱讀並已明白夾附於此份表格的條件。現聲明根據本人所知所信，以上所有填報的資料，全部詳盡確實。本人特此以車主身分為上述車輛申請行駛許可證。

本人明白如果故意提供虛假的重要資料，根據香港法例第 374 章道路交通條例第 111 條第 3 款的規定，本人可被處第 2 級罰款及監禁六個月。

本人委託 _____(代理人姓名)，即身分證明文件號碼 _____ 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 have read and understood the conditions attached to this form. I declare that to the best of my knowledge and belief the information given is true and complete. I hereby apply for a movement permit for the above vehicle of which I am the owner.

I understand that if I knowingly make any statement which is false in a material particular, I shall render myself liable under Section 111(3) of the Road Traffic Ordinance Cap. 374 to a fine at level 2 and to imprisonment for 6 months.

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.)

申請人簽署_____ 日期_____
Signature of Applicant *Date*

簽發條件 CONDITIONS OF ISSUE

(一) 申請人須為使用行駛許可證的車輛的車主。
(二) 申請的車輛必須最少有二十年車齡，而且行駛的目的只是由一個場地往另一個場地，及只是參加由香港老爺車會或其他認可的組織籌辦／參與的活動。
(三) 許可證不能轉讓，而許可證費用亦不能退還。
(四) 行駛許可證授權有關的車輛在許可證的 12 個月有效期內最多在路上行駛 12 天；如須行駛更多次數，則必須領取一個新的許可證。

(1) The applicant should be the owner of the vehicle to which a movement permit is sought.
(2) The vehicle under application must be at least 20 years old. It should only be driven for the purposes of proceeding from one site to another and for joining the events organized/participated by the Classic Car Club or other approved organizations.
(3) The permit is non-transferable and the permit fee is non-refundable.
(4) The movement permit authorises the vehicle to be driven on the road for a maximum of 12 days during the 12-month validity period of the permit. A fresh permit must be obtained if more trips are required.

行駛條件 CONDITIONS OF OPERATION

(一) 使用行駛許可證的車輛在路上行駛時，必須遵守香港法例第 374 章道路交通 (車輛登記及領牌) 規例第 53 條的法例規定及許可證的條件。
(二) 行程的日期須由運輸署在許可證上批簽。申請人須事先向運輸署香港牌照事務處申請批簽。
(三) 車輛在路上行駛時，除該車輛通常運載的設備，零件或燃料外，不得運載其他貨載物。
(四) 車輛的司機必須是該類別車輛的有效駕駛執照持有人。
(五) 車輛必須裝載緊急警告標誌，在發生故障時一定要加以使用。而遇有故障情況必須立即通知警方。
(六) 許可證必須展示在車頭擋風玻璃的左面，使別人能在車輛前面清楚看到。
(七) 許可證如遭註銷，必須歸還運輸署署長。
(八) 如違反許可證的條件，可能遭取消許可證並處第 1 級罰款
(九) 許可證持有人在駕駛該車輛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) When the vehicle to which a movement permit relates is being moved on a road, it must comply with the statutory requirements of Regulation 53 of the Road Traffic (Registration and Licensing of Vehicles) Regulations, Cap. 374 and the conditions of permit.
(2) Dates of the trips are to be endorsed by the Transport Department in the permit. Applicants should apply in advance to the Transport Department, Hong Kong Licensing Office for endorsement.
(3) When the vehicle is being moved on a road, no load is allowed to be carried on the vehicle other than such equipment, spares or fuel normally carried on the vehicle.
(4) The driver of the vehicle must be a holder of valid driving licence for that class of vehicle.
(5) Emergency warning signs must be carried and used in the event of a breakdown and the Police should be immediately informed of the situation.
(6) The permit shall be displayed on the left hand side of the front windscreen of the vehicle in such a manner that it is clearly visible from the front of the vehicle.
(7) The permit must be returned to the Commissioner for Transport in the case of cancellation.
(8) Contravention of any permit conditions may render the permit liable to cancellation and a fine at level 1.
(9) The permit holder shall seek the approval from the relevant authority prior to driving the vehicle 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

(1) **電子聯絡方式 —** 申請人遞交各項駕駛執照或車輛牌照服務或相關的車輛許可證申請時，必須提供一個可藉短訊方式聯絡申請人的香港流動電話號碼或藉電子郵件方式聯絡申請人的電郵地址，作為電子聯絡方式。有關電子聯絡方式必須於遞交申請前的三個月內經運輸署網頁核實，否則本署可暫停處理該申請，詳情請參閱運輸署網頁 (www.td.gov.hk)。如你同時提供香港流動電話號碼及電郵地址，則優先以香港流動電話號碼作為電子聯絡方式。關於電子聯絡方式的收集目的和獲轉交資料的部門／人士，請參考「關於你個人資料的說明」。具體而言，運輸署、香港警務處、其他政府部門、決策局及隧道費服務商在有需要時可根據你所提供的電子聯絡方式，以手機短訊或電郵向你發出電子通知。舉例說，如你干犯《定額罰款 (交通違例事項) 條例》(第 237 章) 下的交通違例事項或《定額罰款 (刑事訴訟) 條例》(第 240 章) 下的交通罪行，香港警務處可透過電子聯絡方式向你發出電子定額罰款通知書及電子繳付定額罰款通知書；當你的車輛通過已實施不停車繳費系統的收費隧道時，若未能以自動繳款方式即時繳付有關隧道費，隧道費服務商可透過電子聯絡方式向你發出電子繳費通知。請注意，經非櫃位方式遞交的申請需時約十個工作天處理，相關系統將於完成處理申請後的一個曆日內按表格提供的資料作出記錄更新；
(2) 如任何老爺車行駛許可證持有人曾向運輸署署長提供其**姓名、地址、電子聯絡方式或身分證明文件有所改變**，他／她須在改變出現後 72 小時內以書面通知運輸署署長，並須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，可處第 1 級罰款。如屬姓名或名稱的改變或地址的改變，他／她亦須將現時持有的老爺車行駛許可證的正本送交運輸署署長，以作修改；
(3) 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 (** 例如水／電／煤氣費單和銀行信件等)，以及可在申請人出示該等證明之前，**暫停處理該申請**。因此，請申請人士帶同其距今不超過三個月的地址證明，並在牌照事務處人員要求下，出示其地址證明。如申請人先前曾提供其住址和通訊地址給運輸署，請同時**提供住址和通訊地址的證明**；
(4) 運輸署署長可要求給予改變通知的駕駛執照持有人／登記車主，在要求當日起計 14 日內提供有關改變的證明。任何人無合理辯解而違反此規定，即屬犯罪，可處第 1 級罰款。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)、車輛登記文件正本 (如持有) 及／或駕駛教師執照正本 (如持有) 送交運輸署署長；
(5) 如你在此申請書內填報的地址及／或電子聯絡方式與本署以你的身分證明文件號碼／公司註冊證號碼／公司編號登記的車輛牌照或駕駛執照的記錄有所不同，本署會根據此申請書內填報的資料同時更改有關紀錄，包括按《道路交通 (車輛登記及領牌) 規例》(第 374E 章) 和《道路交通 (駕駛執照) 規例》(第 374B 章) 備存的「電子聯絡方式」，及載於《道路交通 (駕駛執照) 規例》(第 374B 章) 第 39 條下訂明的「駕駛執照及許可證的紀錄」以及《道路交通 (車輛登記及領牌) 規例》(第 374E 章) 第 4 條下訂明的「車輛登記冊」內的地址；
(6) 在完成辦理你的申請後，你所提交的證明文件副本將會被銷毀；以及
(7) 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 [請參閱香港郵政有關郵費的最新詳情]。本署不會接收郵資不足的郵件。若郵件郵資不足，有關郵件將由香港郵政處理，當中包括但不限於向有註明回郵地址的寄件人徵收附加費。

(1) **E-Contact Means** – Applicants must provide either a Hong Kong mobile phone number through which they can be contacted by an SMS message or an email address through which they can be contacted by an electronic mail as the e-contact means when submitting driving / vehicle licensing or relevant vehicle permit applications. The e-contact means must be verified through the website of the Transport Department within three months before submitting an application, otherwise the processing of the application may be suspended. For details, please refer to the website of the Transport Department (www.td.gov.hk). If both Hong Kong mobile phone number and email address are provided, the Hong Kong mobile phone number would be given priority as the means for issuing electronic notification. Please refer to the "Notes About Your Personal Data" for the purposes of collecting e-contact means and the class of transferees. In particular, the Transport Department, Hong Kong Police Force, other Government departments, bureaux and Toll Service Provider may issue electronic notification to you through the e-contact means provided by you, either by SMS or email, as and when necessary. For instance, an Electronic Fixed Penalty Notice and Electronic Demand Notice may be issued by the Hong Kong Police Force to you through the e-contact means if you commit a traffic contravention under the Fixed Penalty (Traffic Contraventions) Ordinance (Cap. 237) or traffic offence under the Fixed Penalty (Criminal Proceedings) Ordinance (Cap. 240); a toll payment notification may be issued by the Toll Service Provider to you through the e-contact means when the toll cannot be successfully paid by automated payment means where your vehicle passes through a tunnel implemented with Free-Flow Tolling System. Please note that non-counter application takes about 10 working days for processing. The relevant systems would update your record according to the information provided in this form within one calendar day upon complete processing of the application;
(2) If a change occurs in the **name, address, e-contact means or identity document** of a movement permit for classic car holder previously provided to the Commissioner for Transport, he or she shall, within 72 hours of the change, notify the Commissioner for Transport in writing with the proof of the change. Any person who without reasonable excuse contravenes such requirement commits an offence and is liable to a fine at level 1. For cases of change of name or change of address, he or she shall also deliver to the Commissioner for Transport the original copy of the movement permit for classic car for amendment, if applicable;
(3) The Commissioner for Transport may, in processing licensing application, require the applicant to **produce proof of his/her address** (e.g. water/electricity/gas bill and 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 not more than 3 months from now for presentation as and when requested by officers of licensing office. Please provide the **proof of both residential and correspondence addresses** if the applicant had provided the two addresses to Transport Department;

(4) The Commissioner for Transport may require a driving licence holder/registered owner who has given to the Commissioner for Transport a notification of change of particulars to produce proof of the change within 14 days from the day on which the requirement is made. Any person who without reasonable excuse contravenes such requirement commits an offence and is liable to a fine at level 1. For cases of change of name or change of identity document, the driving licence holder/registered owner shall also deliver to the Commissioner for Transport the existing original driving licence (if applicable), original vehicle registration document (if applicable), and/or original driving instructor's licence (if applicable);

(5) If the address and/ or e-contact means provided in this application form is/ are different from the vehicle/driving licence records of the applicant under the same identity document no./ Certificate of Incorporation no./ Company Registration no. held by this Department, we will update all relevant information in our records accordingly, including the e-contact means provided in accordance with the Road Traffic (Registration and Licensing of Vehicles) Regulations (Cap. 374E) and the Road Traffic (Driving Licences) Regulations (Cap. 374B) as well as the address contained in the "Record of driving licences and permits" stipulated under regulation 39 of Road Traffic (Driving Licences) Regulations (Cap. 374B) and "Register of vehicles" stipulated under regulation 4 of Road Traffic (Registration and Licensing of Vehicles) Regulations (Cap. 374E);

(6) Copy of your submitted supporting document(s) will be destroyed after processing your application; and

(7) For proper delivery of your mail items to this department, and to avoid unnecessary delivery delay or unsuccessful delivery, please ensure your mail items bear sufficient postage before posting [Please note the latest details about postage rates by Hongkong Post]. This department will not receive any underpaid mail items. Any underpaid mail items will be handled by the Hongkong Post, which actions including but not limited to levying a surcharge on the sender for mail item that bears a sender's address.

遞交申請書及所需文件 SUBMISSION OF APPLICATION AND DOCUMENTS REQUIRED

(一) 申請人可郵寄或親自或交由代理人遞交至香港金鐘道 95 號統一中心 3 樓香港牌照事務處 (電話：2804 2642)。
如需查詢運輸署香港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

(二) 申請時必須提交下列文件：

新的許可證

† (i) ☐ 已填妥的申請表。
(ii) ☐ 由香港老爺車會或其他認可組織發出的證明書，證明有關車輛行駛的目的是參加這些組織所籌辦／參與的活動。
(iii) ☐ 身分證明文件 (香港身份證／護照或公司註冊證)。商業登記證不會被接納；而身分證明文件的影印本亦會被接納作核對用，本署會於辦理你的申請後將副本銷毀。
(iv) ☐ 以車主名義購買的第三者意外風險的證明書，而該份保險須於車輛在路上行駛當日有效。
(v) ☐ 許可證費用 (如用支票或銀行本票繳費，請劃線並寫明「香港特別行政區政府」為收款人。請勿郵寄現款。)
(vi) ☐ 車輛的照片一幀。
(vii) ☐ 證明車輛年齡及車主的文件。
(viii) ☐ 車輛登記文件 (影印副本亦可作核對用)。(如適用)
(ix) ☐ 證明該車的抵港日期及出口地點的有關文件 (例如提貨單)。(如適用)
(x) ☐ 現時的地址證明 (住址／公司地址及通訊地址) 正本或副本，而該地址證明需發出距今不超過三個月 (包括水電煤或電訊公司帳單、政府部門、公共機構、銀行或本地大學／專上教育機構發出的信件等)。如有查詢，可致電 2804 2600。

批簽／修改許可證上的活動日期

☐ 有效的行駛許可證。
☐ 以上第 (ii) 及第 (iv) 項所列的文件。

(1) Application should be submitted by post or in person or by agent to Hong Kong Licensing Office at 3/F., United Centre, 95 Queensway, Hong Kong (Tel. No.: 2804 2642).

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

(2) The following documents should be submitted at the time of application:

For a new permit

† (i) ☐ Duly completed application form.
(ii) ☐ Confirmation from the Classic Car Club or other approved organization that movement of the vehicle is for joining events organized/participated by them.
(iii) ☐ Identity document (Hong Kong Identity Card or Passport/Certificate of Incorporation of a Company). Business Registration Certificate will not be accepted. Photocopy of the identity document is acceptable and will be destroyed after the processing of your application.
(iv) ☐ Third party risk insurance in the name of the owner of vehicle valid on the days when the vehicle moves on the roads.
(v) ☐ The permit fee. (Cheques/Cashier Order are acceptable and should be made payable to "the Government of the Hong Kong Special Administrative Region" and crossed. Cash should not be sent by post.)
(vi) ☐ A photograph of the vehicle.
(vii) ☐ Documentary evidence showing the name of owner and age of the vehicle.
(viii) ☐ Vehicle Registration Document (photocopy will be accepted). (if applicable)
(ix) ☐ Documentary evidence to show the date and place from where the motor vehicle is imported into Hong Kong (e.g. bill of lading). (if applicable)
(x) ☐ Original or photocopy of proof of present address (residential address/company address and correspondence address) which is issued not more than 3 months from now (includes utility or telecommunication bills, correspondence from government departments, public organisations, banks or local universities/tertiary education institutions etc.). For enquiries, please call 2804 2600.

For endorsement/amendment of dates of the events in the permit

☐ The valid movement permit.
☐ Documents as listed at (ii) and (iv) above.

† 請於適當方格內加上「✓」號。Please tick The appropriate box.

郵遞申請 APPLICATION BY POST

如果你以郵寄遞交申請書，請填寫下列資料
PLEASE FILL IN THE FOLLOWING ITEMS IF APPLY BY POST

(1) 請在支票背面寫上你的姓名及日間聯絡電話。
Please write down your Name and Day Time Contact Telephone No. on the back of the cheque.

(2) 請填上你的付款資料。
Please fill in the Remittance Details.

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. _____

(3) 請在下方填寫你的姓名及回郵地址。本署會將透過本申請書申請的許可證寄回該地址，但**不會**就該回郵地址更改本署記錄。
Please fill in your name and return address to which the permit applied by this form will be posted. We will **NOT** amend our record on the basis of this return address information provided.

姓名 Name: _____

回郵地址 Return Address: _____

_____

_____

郵遞申請，請寄往以下地址（請沿虛線剪下）

運輸署香港牌照事務處
香港金鐘道 95 號
統一中心 3 樓

關於你個人資料的說明 NOTES ABOUT YOUR PERSONAL DATA

收集目的

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：
   (*a*) 辦理有關審批你在本表格中所提出的申請的事務；
   (*b*) 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)
   (*c*) 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)
   (*d*) 辦理有關交通及運輸的事務；
   (*e*) 執行有關交通法例和規例的事宜，包括但不限於依照第 237 章《定額罰款 (交通違例事項) 條例》第 15 及 15AA 條、第 240 章《定額罰款 (刑事訴訟) 條例》第 3 及 3AA 條及第 374 章《道路交通條例》第 63 及 63A 條的規定，發出電子定額罰款通知書、電子繳付定額罰款通知書及要求提供司機身份詳情通知書；
   (*f*) 方便就上述 (*a*) 至 (*e*) 項與你聯絡；及
   (*g*) 根據第 374E 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或名稱將會列載在許可證上。
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。

獲轉交資料的部門／人士

3. 你透過本表格所提供的個人資料會向下列人士／部門公開：
   (*a*) 香港特別行政區政府的決策局和其他政府部門及有關機構，包括香港警務處，以作上述第 1 段所列的用途；
   (*b*) 任何人士，以作上述第 1 段 (*b*) 項所列的用途；
   (*c*) 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；及
   (*d*) 隧道費服務商 (繳費貼代理)，以便該機構向你發出電子繳費通知以及執行與交通及運輸有關的法定職責。

索閱個人資料

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

查詢

5. 有關透過本申請書收集的個人資料的查詢，包括要求索閱及修正資料，應寄往：香港金鐘道 95 號統一中心 3 樓運輸署牌照事務組行政主任／首次登記稅。

Purposes of Collection

1. The personal data provided by means of this form will be used by Transport Department for the following purposes:
   (*a*) activities relating to the processing of your application in this form;
   (*b*) 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*)
   (*c*) 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*)
   (*d*) activities relating to traffic and transport matters;
   (*e*) handling enforcement matters including but not limited to issuance of Electronic Fixed Penalty Notice, Electronic Demand Notice and Notice Requiring Identification of Driver under sections 15 & 15AA of Fixed Penalty (Traffic Contraventions) Ordinance (Cap. 237), sections 3 & 3AA of Fixed Penalty (Criminal Proceedings) Ordinance (Cap. 240) and sections 63 & 63A of Road Traffic Ordinance (Cap. 374);
   (*f*) facilitating communication with you in relation to the matters in paragraphs (*a*) to (*e*) above; and
   (*g*) the name and address of the permit holder will be entered on the permit in accordance with Schedule 9 of the Road Traffic (Registration and Licensing of Vehicles) Regulations (Cap. 374E).
2. 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

3. The personal data you provided by means of this form may be disclosed to:
   (*a*) Policy bureaux and departments of the Government of the Hong Kong Special Administrative Region and relevant organisations, including Hong Kong Police Force, for the purposes mentioned in paragraph 1 above;
   (*b*) any person for the purpose mentioned in paragraph 1(*b*) above;
   (*c*) tunnel companies, Tsing Ma Control Area operator and Tsing Sha Control Area operator for execution of their statutory duties in traffic and transport matters; and
   (*d*) Toll Service Provider (Tag Agent) for issuance of toll payment notification to you and execution of its statutory duties in traffic and transport matters.

Access to Personal Data

4. You have a right of access and correction with respect to your 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

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

Application by post to the following address (Please cut along the line)

Transport Department
Hong Kong Licensing Office
3/F United Centre, 95 Queensway, HK

TD 371A