

# 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 [MyGovHK](#) or by submitting [the specified form](#) (“Change of Personal Particulars or Vehicle Particulars”).



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For enquiry, please contact CODR System  
Administrator of Department of Health at  
2961 8441.





丁部 PART D

聲明 DECLARATION

本人現聲明本人年滿十八歲或以上，而且
I hereby declare that I am aged 18 years or above, that:-

- (1) 本人身體狀況: My physical condition:
(i) 有否身體殘缺 (如四肢不全或手足活動不靈, 請參閱申請人的身體狀況 (1)): [ ] 沒有 [ ] 有, 本人持有運輸署署長發出有關本人通過駕駛能力評估的批准信。
(ii) 現時有否《道路交通 (駕駛執照) 規例》附表 1 內的疾病或身體傷殘: [ ] 沒有 [ ] 有, 該疾病或身體傷殘是...
(iii) 駕駛時是否須戴眼鏡或矯正視力的鏡片 (請參閱申請人的身體狀況 (3)): [ ] 否 [ ] 是
(iv) 駕駛時是否須戴助聽器 (請參閱申請人的身體狀況 (4)): [ ] 否 [ ] 是
(2) 運輸署署長曾否在任何時間, 基於以上 (1)(ii) 所提出的疾病或身體傷殘, 或任何其他疾病或身體傷殘而拒絕向本人發出駕駛執照或拒絕將其續期: [ ] 否 [ ] 有, 本人曾患有:
(3) 本人持有乙部所述的海外/中華人民共和國駕駛執照並已圓滿完成由簽發證明書或執照給本人的主管當局或其代理所主辦有關汽車的駕駛能力試驗, 而本人的海外/中華人民共和國駕駛執照未被暫時吊銷或註銷; 本人現時所申請的執照種類乃並非被當局暫時吊銷或註銷, 又本人並未取消持有或領取此執照的資格。
(4) 本人以上聲明均屬真確事實。本人明白如故意在本申請表填報失實資料, 根據《道路交通條例》(第 374 章) 第 111 條第 (3) 款的規定, 本人可被判罰款 \$5,000 及監禁 6 個月。
(5) 本人已細閱本申請表格的內容及明白有關「須知事項」。

申請人簽署 Signature of Applicant \_\_\_\_\_ 日期 Date \_\_\_\_\_

戊部 PART E

申請資格 ELIGIBILITY

如欲獲免試簽發香港正式駕駛執照, 你必須以文件證明你符合下列條件:—

For the direct issue of a Hong Kong full driving licence, you must satisfy the Commissioner with documentary evidence that:—

- (a) 由申請日起計之前的三年內, 曾持有下列國家或地方所簽發的正式駕駛執照 (而非國際駕駛許可證), 即該駕駛執照必須仍然有效或有效期屆滿不超過三年;—
you have a Full Driving Licence which is valid or has been expired for not more than 3 years (but not an International Driving Permit) issued by one of the following countries or places:—
代號 Code 代號 Code 代號 Code
01 Australia 澳洲 11 India 印度 26 Spain 西班牙
02 Austria 奧地利 12 Ireland, Republic of 愛爾蘭共和國 27 Sweden 瑞典
03 Bangladesh, 孟加拉共和國 13 Israel 以色列 28 Switzerland 瑞士
People's Republic of 14 Italy 意大利 29 Republic of South Africa— 南非共和國
Belgium 比利時 15 Japan 日本 together with S.W. Africa 包括西南非
04 Belgium 比利時 16 Korea, Republic of 大韓民國 30 United Kingdom, together with— 英國包括
Canada 加拿大 17 Luxembourg 盧森堡 Alderney (with Channel 阿爾得尼
China, 中華人民共和國 18 Malaysia 馬來西亞 Islands) (及海峽群島)
People's Republic of 19 Netherlands 荷蘭 Bermuda 百慕達
The Mainland 大陸 20 New Zealand 紐西蘭 Guernsey 革恩齊
06B Taiwan 台灣 21 Nigeria, 尼日利亞聯邦共和國 Isle of Man 人島
06C Macau 澳門 22 Norway 挪威 31 United States of America 美國
07 Denmark 丹麥 23 Pakistan 巴基斯坦 32 Iceland, Republic of 冰島共和國
08 Finland 芬蘭 24 Portugal 葡萄牙
09 France 法國 25 Singapore 新加坡
10 Germany, 德意志聯邦共和國
Federal Republic of
以及 and
(b) 你申請的車輛類別必須為該執照簽發國家或地方准許你駕駛的類別; 以及
the driving entitlement(s) for which you are applying must be equivalent to the class(es) which are authorized to drive by the issuing country or place; and
(c) 該執照是你簽發國家或地方成功完成有關的駕駛考試後取得的; 以及
your driving licence was obtained by passing the relevant driving test(s) in the issuing country or place; and
(d) 你符合以下三項申請資格的其中一項:
you satisfy one of the three requirements below:
(i) 該執照原本是你發出的該執照的國家或地方居留不少於 6 個月的期間發出的 (證明文件包括有關護照以顯示出入境記錄或官方簽發的出入境證明, 以及你在當地學校的成績, 或受聘公司發給的聘用期間證明文件等); 或
the licence was originally issued to you on any date during a period of residence of not less than 6 months in the country or place of issue (supporting documents include the relevant passport showing records of entry and departure or an official statement of travel records, and your school transcript or employer's testimonial with employment period specified, etc.); or
(ii) 緊接本申請表呈交日期之前, 該執照已簽發給你不少於五年; 或
the licence has been issued to you for not less than 5 years immediately prior to the application; or
(iii) 你持有發出該執照的國家或地方所發的護照或同等旅行證件。
you hold a passport or an equivalent travel document issued in the country or place in which your licence was issued.
(e) 自暫准駕駛執照計劃於 2009 年 2 月 9 日擴展至私家車及輕型貨車後, 任何人士在獲有關駕駛考試合格後, 他須先申領暫准駕駛執照及完滿通過 12 個月的暫准駕駛期, 才可申領私家車及/或輕型貨車的正式駕駛執照。根據現時香港有關法例, 只容許持有香港法例第 374B 章 (《道路交通 (駕駛執照) 規例》) 附表四所列的國家/地區 (參看以上 (a) 項) 所發出的正式駕駛執照人士, 透過「免試簽發」機制申領駕駛相關車輛的香港正式駕駛執照 (電單車、私家車及輕型貨車); 而只持有上述國家/地區所發出的非正式駕駛執照則不能透過「免試簽發」申領香港的正式駕駛執照。
Since the extension of the Probationary Driving Licence Scheme to private car and light goods vehicle on 9.2.2009, a person who has passed the relevant driving tests, is required to apply for a probationary driving licence, and upon satisfactory completion of the 12-month probationary driving period, is eligible for issue of a full driving licence for private car and/or light goods vehicle. According to the relevant ordinance, "direct issue" mechanism can only allow an eligible applicant with a full driving licence issued by any one of the countries/places listed under Schedule 4 of the Road Traffic (Driving Licences) Regulations, Cap. 374B (vide (a) above), to apply for a Hong Kong full driving licence of the respective vehicle class (motor cycle, private car and light goods vehicle). The "direct issue" mechanism is not applicable to those not holding a full driving licence or equivalent.

## 須知事項 NOTES FOR ATTENTION

### 所需文件及費用 REQUIRED DOCUMENTS AND FEE

遞交申請表時，請一併附上以下文件的正本和副本：—

When you submit your application, please produce the originals and copies of the following documents:—

- 你的香港身份證 (如持有) / 護照 / 其他旅遊證件 (如你符合本申請表第 2 頁戊部 (d)(i) 或 (iii) 項的申請資格，必須一併出示其有關的護照或旅遊證件)；及  
your Hong Kong Identity Card (if any) / Passport / other travel documents (if you meet the requirement in Part E (d)(i) or (iii) on page 2 of this application form, you should also provide your Passport or travel document); and
- 你的護照或其他旅遊證件；及  
your Passport or other travel documents; and
- 你的海外 / 中華人民共和國駕駛執照，如該執照並非以英文或中文書寫，需附有正式確定的譯本；及  
your overseas / PRC driving licence, an officially certified translation is required if the licence is in a language other than English or Chinese; and
- 能夠證明你符合第二頁戊部所述的申請資格的文件和運輸署署長認為有關的其他文件；及  
supporting documents to prove that you are eligible for this application as mentioned in PART E on page 2 and any other relevant documents as required by the Commissioner; and
- 你若年滿七十歲或以上，必須附上由註冊醫生簽發的運輸署體格檢驗報告表 (TD256)，證明你的體格適宜駕駛所申請的車輛類別；及  
if you are aged 70 years or above, you are required to produce a Transport Department medical examination report form TD256 duly completed by a registered medical practitioner to prove that you are medically fit to drive and control the class(es) of motor vehicle(s) to which your application relates; and
- 應繳的費用：(如以支票 / 銀行本票付款，請劃線支付「香港特別行政區政府」，並在支票 / 銀行本票背面寫上你的姓名、身分證文件號碼首 4 個字 (包括英文字母及數字) 及日間聯絡電話)；及  
the appropriate fee: (if pay by cheque/cashier order, please make it payable to either “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR” and crossed. Please write down your name, first four characters/digits of your identity document number and daytime contact telephone number on the back of the cheque/cashier order); and
- 正式香港駕駛執照 Full Hong Kong Driving Licence 費用 Fee (\$)
  - (a) 申請人年齡為 60 歲或未満 60 歲 For applicants aged at 60 years or below 900
  - (b) 申請人年齡超過 60 歲 For applicants aged over 60 years
    - 就有效期的每一年而言牌費 (不足一年的零數亦作一年計) Licence fee for every year (or any part thereof) of validity period 52
    - 交通意外傷亡援助基金每年徵款 Traffic Accident Victims Assistance Fund annual levy 38

[有關申請費用或會更改。如欲知最新費用，你可於本署各牌照事務處詢問處、或致電顧客服務熱線 2804 2600/1823 電話中心查詢、參閱牌照事務處的牌照費用表 (TD341) 或瀏覽運輸署網頁 ([www.td.gov.hk](http://www.td.gov.hk))]；及  
[The application fee may be subject to change. For enquiry about the updated application fee, you may make enquiries at the enquiry counters of Licensing Offices or from Customer Service Hotline 2804 2600/1823 Call Centre, refer to the licence fees table (TD341) from licensing offices, or visit Transport Department's website ([www.td.gov.hk](http://www.td.gov.hk)) for information]; and
- 現時地址的證明 (住址及通訊地址) 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收費單、銀行、保險公司、政府部門、本地大學、國際或本地註冊的慈善機構發出的文件)。所有可接納的地址證明載列於本署網站 ([http://www.td.gov.hk/tc/public\\_services/licences\\_and\\_permits/proof\\_of\\_address/index.html](http://www.td.gov.hk/tc/public_services/licences_and_permits/proof_of_address/index.html))。如有查詢，可致電 2804 2600。  
Original or photocopy of proof of present address (residential address and correspondence address) which is issued not more than 3 months from now (includes utility or telecommunication bills, documents issued by banks, insurance companies, government departments, local universities, international charitable organizations or charitable organizations registered in Hong Kong). The full list of acceptable proof of address is available at this Department's website ([http://www.td.gov.hk/en/public\\_services/licences\\_and\\_permits/proof\\_of\\_address/index.html](http://www.td.gov.hk/en/public_services/licences_and_permits/proof_of_address/index.html)). For enquiries, please call 2804 2600.

### 香港正式駕駛執照的有效期 VALIDITY PERIOD OF THE FULL HONG KONG DRIVING LICENCE

如果申請人在申請當日的年齡是：—

If the age of the applicant as at the date of application is:—

- (1) 六十歲或以下，則獲簽發有效期為十年的正式駕駛執照 (由發出日期起計)。  
**60 or below**, the validity period of the full driving licence as from the date of issue is 10 years.
- (2) 超過六十歲但未満七十歲，則獲簽發的正式駕駛執照的有效期會由發出日期起至該申請人年滿七十歲前一日為止；或有效期為三年 (選取兩者中的較長者)。  
**Over 60 but less than 70**, the full driving licence issued will valid up to the day before he/she attains the age of 70 or valid for 3 years, which ever is the longer.
- (3) 七十歲或以上，會視乎該申請人在第一頁丙部的選擇，而獲簽發有效期為一年或三年的正式駕駛執照 (由簽出日期起計)。  
**70 or above**, the validity period of the full driving licence as from the date of issue is 1 year or 3 years up to the preference of the applicant indicated in PART C on page 1.

### 續領駕駛執照 RENEWAL OF DRIVING LICENCE

- (1) 你可於正式駕駛執照屆滿日期前四個月內申請換領駕駛執照。該新執照將在先前執照屆滿當日起生效。  
You may apply for renewal of a driving licence within four months prior to the expiry date of the licence. Licences renewed in advance will be valid from the date of expiry of the former licence.
- (2) 在執照屆滿後十五日內換領的新執照將於先前執照屆滿當日起生效。  
Licences renewed within 15 days after the date of its expiry are to become effective from the date of expiry.
- (3) 在執照屆滿期十五日後換領的新執照將於換領日起生效。  
Licences renewed after 15 days of its expiry are to be effective from the date of renewal.
- (4) 凡執照已屆滿超過三年者，不得換領。在此情況下，你須重新領取學習駕駛執照並參加駕駛考試。  
Licences which have expired for a period of more than three years shall not be renewed. In such circumstances, you will be required to obtain a learner's licence and to undergo driving test afresh.

### 駕駛執照複本 DUPLICATE DRIVING LICENCE

你的駕駛執照，如有任何損毀、遺失或毀壞，必須向牌照事務處申報，同時填妥申請表格 (TD106) 及繳付規定的費用以領取執照複本。

If your licence is damaged, defaced, destroyed or lost, you should report to the Licensing Office by filling in a form TD106 together with payment of an appropriate fee, to obtain a duplicate licence.

### 交回申請表地點 PLACE OF SUBMISSION

填妥申請表後，請你親自或授權他人交回香港金鐘道 95 號統一中心 3 樓運輸署香港牌照事務處 (如果申請由授權人遞交，授權人必須出示其本人的身分證明文件正本，以作記錄)。在一般情況下，發牌時間需要 5 個工作天。

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](http://www.td.gov.hk)

Please submit your application in person or by an authorized person to Transport Department Hong Kong Licensing Office at 3/F., United Centre, 95 Queensway, Hong Kong. (If the application is submitted by an authorized person, the authorized person is required to produce his/her own original identity document for record purpose.) 5 working days are normally required for processing the application.

For enquiry on service hours of Transport Department Hong Kong Licensing Office, please call 2804 2600 or visit our website: [www.td.gov.hk](http://www.td.gov.hk)



## 更改個人資料 CHANGE OF PERSONAL PARTICULARS

- (1) 如任何駕駛執照持有人／登記車主曾向運輸署署長提供其姓名、地址或身分證明文件有所改變，他／她須在改變出現後 72 小時內以書面或遞交已填妥的運輸署表格 TD559，將有關改變通知運輸署署長，並需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，可處罰款 \$2,000。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）、駕駛教師執照正本（如持有）、車輛登記文件正本（如持有）、車輛牌照（如持有）及自訂登記號碼分配證明書（如持有）送交運輸署署長，以作修改；
- (2) 運輸署署長在處理牌照申請時，可要求申請人出示其現時地址證明以及可在申請人出示該等證明之前，暫停處理該申請。因此，請申請人士帶同現時的地址證明，並在牌照事務處人員要求下，出示其地址證明；
- (3) 所有在本署以你的身分證明文件號碼登記的車輛牌照或駕駛執照的記錄，會根據你在本申請表內填報的地址而同時更改。
- (1) If a **change occurs in the name, address or identity document** of a driving licence holder/registered vehicle owner previously provided by the driving licence holder/registered vehicle owner to the Commissioner for Transport, the driving licence holder/registered vehicle owner shall, within 72 hours of the change, notify the Commissioner for Transport in writing or by submitting the completed Transport Department Form TD559 with the proof of change. Any person who without reasonable excuse contravenes such requirement commits an offence and is liable to a fine of \$2,000. For cases of change of name or change of identity document, the driving licence holder/registered vehicle owner shall also deliver to the Commissioner for Transport the existing original driving licence (if applicable), original driving instructor's licence (if applicable), original vehicle registration document (if applicable), vehicle licence (if applicable) and Certificate of Allocation of Personalized Registration Mark (if applicable) for amendment;
- (2) The Commissioner for Transport may, in processing licensing application, require the applicant to **produce proof of his/her present address** and may **suspend the processing of the application** until the production of such proof. Therefore, applicants please bring along your proof of present address for presentation as and when requested by officers of Licensing Office;
- (3) For any change of address notified in this application form, all vehicle/driving licence records of the applicant under the same identity document held by this Department will also be changed.

## 申請人的身體狀況 PHYSICAL CONDITION OF APPLICANT

- (1) 殘疾人士如欲申請駕駛執照，請聯絡本署駕駛事務組（電話：2713 7262）安排駕駛能力評估，若你能通過上述的評估或檢查，運輸署署長將向你發出批准信，申領合適的駕駛執照。
- (2) 如你日後患上任何疾病或身體傷殘可令你在駕駛時對公眾構成危險，你須立即以書面向運輸署署長報告。
- (3) 如欲運輸署署長刪除在駕駛執照和駕駛教師駕駛執照內「須戴眼鏡或矯正視力的鏡片」的駕駛限制，申請人須遞交由註冊醫生或專業視光師發出的證明書（正本及副本），並附上駕駛執照或駕駛教師駕駛執照正本（如持有）。
- (4) 如你於駕駛時須配戴助聽器，請你於遞交申請前先行聯絡運輸署駕駛事務組（電話：2713 7262），以安排評估你的聽覺能力。
- (1) People with disabilities who wish to apply for a driving licence may contact Driving Services Section of Transport Department (Tel.: 2713 7262) for the arrangement of an appointment for driving ability assessment. Subject to the result of the assessment, you will be given an approval letter for applying for appropriate licence from the Commissioner for Transport.
- (2) If you subsequently suffer from any disease or physical disability which may cause the driving by you to be a source of danger to the public, you should report in writing to the Commissioner for Transport immediately.
- (3) If you wish to apply to the Commissioner for Transport for deletion of the driving restriction "To wear glasses or corrective lenses", please provide **original and copy** of medical certification or certificate, issued by Registered Medical Practitioner/Registered Optometrist and your **original** driving licence or your **original** driving instructor's licence (if applicable).
- (4) If you need to wear hearing aids when driving, please first approach Driving Services Section of Transport Department (Tel.: 2713 7262) for arranging hearing ability assessment before submission of your application.

## 個人資料的說明 NOTES ABOUT PERSONAL DATA

### 收集目的

1. 運輸署會使用透過本申請表所獲得的個人資料作下列用途：
  - (a) 辦理有關審批你在本申請表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；及
  - (e) 方便運輸署與你聯絡。
2. 你必須提供本申請表所要求的個人資料。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. 你透過本申請表所提供的個人資料會向下列人士／部門公開：
  - (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；
  - (b) 任何人士，以作上述第 1 段 (b) 項所列的用途；及
  - (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。

### 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，你有權索閱及修正你的個人資料。你的索閱權包括獲取本申請表所提供的個人資料副本一份。

### 查詢

5. 有關透過本申請表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／首次登記稅收啟。

### 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; and
  - (e) facilitating communication between Transport Department and yourself.
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) other Government departments, bureaux and relevant organizations for the purposes mentioned in paragraph 1 above;
  - (b) any person for the purpose mentioned in paragraph 1(b) above; and
  - (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.

### Access to Personal Data

4. 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

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