

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”).



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.

Say Yes to Organ Donation. Register online!
For enquiry, please contact CODR System Administrator of Department of Health at 2961 8441.



APPLICATION FOR DIRECT ISSUE OF FULL HONG KONG DRIVING LICENCE

請閱讀附頁的資料，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**

Restrictions

Class(es) of vehicle approved

O	
P	

Receiving Officer's Signature

Approving Officer's Signature

Eligibility:

- A. Residence proof _____
Date of arrival _____
Date of departure _____
- B. 5 years
- C. Travel document _____

甲部 PART A

申請人現時的個人資料 PRESENT PARTICULARS OF APPLICANT

姓名 NAME

* 先生 Mr. 1. _____
夫人 Mrs. 2. 英文姓名 (姓氏先行, 名字隨後) In English — Surname first, then Other Names _____ 中文姓名 In Chinese _____
小姐 Miss 3. 中文商用電碼: _____
女士 Ms. 4. Chinese Commercial Code _____

出生日期 DATE OF BIRTH _____
日 D 月 M 年 Y

身分證明文件號碼 Identity Document No. _____ ()

住址 RESIDENTIAL ADDRESS

「注意：本署是以駕駛執照持有人／登記車主的住址為他／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。」

(Note: The residential address of a driving licence holder/registered vehicle owner is his/her registered address in this Department, and will be used for the purposes of contact with him/her and mailing correspondence. Thus, the applicant must fill in his/her updated residential address in this application form.)

室 Flat/Room _____ 樓 Floor _____ 座 Block/Tower _____
如以中文書寫地址，必須清楚寫明樓層，以免郵遞失誤

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 for the purposes of contact and mailing, please fill in below your correspondence address.)

室 Flat/Room _____ 樓 Floor _____ 座 Block/Tower _____
如以中文書寫地址，必須清楚寫明樓層，以免郵遞失誤

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

地區 District _____

日間聯絡電話 Day Time Contact Tel. No. _____

新界 New Territories

乙部 PART B

申請細節 DETAILS OF APPLICATION

海外／中華人民共和國

簽發國家或地方代號 _____ (請參閱第二頁戊部)

駕駛執照號碼 _____

Code of Issuing Country or Place (Please refer to PART E on page 2)

簽發日期 _____

屆滿日期 _____

Date of Issue 日 D 月 M 年 Y

Date of Expiry 日 D 月 M 年 Y

Overseas/PRC Driving Licence No. _____

代號 † CODE _____
With Automatic Transmission

- 1 私家車 Private Car A
 2 總重量不逾五公噸半的輕型貨車 Light Goods Vehicle with permitted gross vehicle weight not over 5.5 tonnes A

代號 † CODE _____
With Automatic Transmission

- 3 電單車 Motor Cycle A
 22 機動三輪車 Motor Tricycle A

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

請閱讀第三頁的須知事項，以確定你所申請的正式駕駛執照的有效期。

Please read the notes on page 3 and note the appropriate validity period of the full driving licence.

(此欄選擇只供七十歲或以上的申請人填寫 THE OPTIONS BELOW ARE ONLY APPLICABLE TO APPLICANTS AGED 70 OR ABOVE)

請選擇你想申請的正式駕駛執照的有效期，並在下列適當的方格內加上「√」號。在遞交表格時，你必須附上由註冊醫生填妥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。

Please choose the validity period of the Driving Licence you want to apply by ticking the appropriate box below. When you submit your application, you have to submit together with a Transport Department Medical Examination Report (TD256) completed by a registered medical practitioner certifying that you are medically fit to drive and control the class(es) of motor vehicle(s) to which your application relates.

† 一年期駕駛執照 1-year Driving Licence

† 三年期駕駛執照 3-year Driving Licence

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。
Suffering from any physical handicap such as a missing or defective limb (Please refer to Physical Condition of Applicant (1)):
 No Yes, I have an approval letter issued by the Commissioner for Transport upon passing the driving ability assessment.
- (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_____。
Suffering from any disease or physical disability as specified in the First Schedule to the Road Traffic (Driving Licences) Regulation:
 No Yes, I am suffering from _____, which is a disease or physical disability specified in the First Schedule to the Road Traffic (Driving Licences) Regulations.
- (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
Need to wear glasses or corrective lenses when driving (Please refer to Physical Condition of Applicant (3)):
 No Yes
- (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
Need to wear hearing aids when driving (Please refer to Physical Condition of Applicant (4)):
 No Yes
- (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：_____。
Whether the Commissioner has at any time, because of the disease or physical disability as specified in (1)(ii) above or any other disease or physical disability, refused to issue me a driving licence or renew my driving licence:
 No Yes, please specify the disease or physical disability: _____
- (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，又本人並未被取消持有或領取此執照的資格。
I am in possession of the overseas/PRC driving licence or certificate as stated in Part B and have successfully completed a test of competence to drive the class(es) of motor vehicle(s) concerned conducted by or on behalf of the competent authority which issued my certificate or licence, and that my overseas/PRC driving licence has not been suspended or cancelled. The licence that I am applying for has not been suspended or cancelled and that I am not disqualified from holding or obtaining such licence.
- (4) 本人以上聲明均屬真實事實。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。
My declarations above are true and correct. I understand that, if I knowingly make any statement or provide any information in this application form which is false in any material particular, I shall be liable under Section 111(3) of Road Traffic Ordinance (Cap. 374) to a fine of \$5,000 and imprisonment for 6 months.
- (5) 本人已細閱本申請表格的內容及明白有關「須知事項」。
I have read through the content of this application form and understand the notes for attention.

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	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	
04 Belgium 比利時	14 Italy 意大利	29 Republic of South Africa— 南非共和國	
05 Canada 加拿大	15 Japan 日本	together with S.W. Africa 包括西南非	
China, 中華人民共和國	16 Korea, Republic of 大韓民國	30 United Kingdom, together with— 英國包括	
People's Republic of 中國	17 Luxembourg 盧森堡	Alderney (with Channel 阿爾得尼	
06A The Mainland 大陸	18 Malaysia 馬來西亞	Islands) (及海峽群島)	
06B Taiwan 台灣	19 Netherlands 荷蘭	Bermuda 百慕達	
06C Macau 澳門	20 New Zealand 紐西蘭	Guernsey 革恩齊	
07 Denmark 丹麥	21 Nigeria, 尼日利亞聯邦共和國	Isle of Man 人島	
08 Finland 芬蘭	Federal Republic of 聯邦共和國	Jersey 澤爾西	
09 France 法國	22 Norway 挪威	31 United States of America 美國	
10 Germany, 德意志聯邦共和國	23 Pakistan 巴基斯坦	32 Iceland, Republic of 冰島共和國	
Federal Republic of 德國	24 Portugal 葡萄牙		
	25 Singapore 新加坡		

- 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) 該執照原本是你簽發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，他須先申請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

<input type="checkbox"/> 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)]；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) 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)。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). 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) 超過六十歲但未滿七十歲，則獲簽發的正式駕駛執照的有效期限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

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

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)