

所需文件 REQUIRED DOCUMENTS

遞交申請書時，請一併附上以下文件，及於空格內加上「✓」號以作註明：——

When you submit your application, please produce the following documents and put a “✓” against the appropriate box(es):—

- 申請人身份證明文件影印副本一份；
a photocopy of the applicant's identity document;
- 車輛改裝檢驗證明書 (如持有) 影印副本一份；及
a photocopy of the Vehicle Modification Examination Certificate, if any; and
- 其他文件 (如適用)。
other document(s), if applicable.

索取表格地點 PLACES FOR OBTAINING THE FORM

- (一) 香港金鐘道 95 號統一中心 3 樓運輸署香港牌照事務處；或
- (二) 九龍長沙灣道 303 號長沙灣政府合署 2 樓運輸署九龍牌照事務處；或
- (三) 九龍觀塘鯉魚門道 12 號東九龍政府合署 5 樓運輸署觀塘牌照事務處；或
- (四) 九龍何文田培正道 19 號運輸署駕駛事務組；或
- (五) 新界沙田上禾輦路 1 號沙田政府合署 2 樓運輸署沙田牌照事務處；或
- (六) 運輸署顧客服務熱線 2804 2600 提供的圖文傳真服務；或
- (七) 運輸署互聯網頁 <http://www.td.gov.hk>。

- (1) Transport Department Hong Kong Licensing Office at 3/F, United Centre, 95 Queensway, Hong Kong; or
- (2) Transport Department Kowloon Licensing Office at 2/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon; or
- (3) Transport Department Kwun Tong Licensing Office at 5/F, Kowloon East Government Offices, 12 Lei Yue Mun Road, Kowloon; or
- (4) Transport Department Driving Services Section at 19 Pui Ching Road, Homantin, Kowloon; or
- (5) Transport Department Sha Tin Licensing Office at 2/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories; or
- (6) Fax-on-demand service in the Transport Department Customer Service Hotline 2804 2600; or
- (7) Transport Department Internet website <http://www.td.gov.hk>.

交回表格地點 PLACES OF SUBMISSION

你可親身或以郵寄方式把申請書送交九龍何文田培正道 19 號運輸署駕駛事務組。

如同時遞交換領駕駛執照及／或車輛牌照的申請，則可將申請遞交到以下運輸署牌照事務處：——

- (一) 香港金鐘道 95 號統一中心 3 樓運輸署香港牌照事務處；或
- (二) 九龍長沙灣道 303 號長沙灣政府合署 2 樓運輸署九龍牌照事務處；或
- (三) 九龍觀塘鯉魚門道 12 號東九龍政府合署 5 樓運輸署觀塘牌照事務處；或
- (四) 新界沙田上禾輦路 1 號沙田政府合署 2 樓運輸署沙田牌照事務處。

請注意以上四個牌照事務處的服務時間如下：

星期一至星期五 —— 上午九時至下午五時【午膳時間照常服務】

星期六、日及公眾假期停止辦公。

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以予銷毀。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。[請參閱郵費的詳情：http://www.hongkongpost.hk/tc/postage_calculator/index.html]

You may submit your application either in person or by post to the Driving Services Section, Transport Department at 19 Pui Ching Road, Homantin, Kowloon.

If you wish to submit your applications for renewal of your driving licence and/or vehicle licence together with this application, the applications should be submitted to the following Transport Department Licensing Offices:—

- (1) Transport Department Hong Kong Licensing Office at 3/F, United Centre, 95 Queensway, Hong Kong; or
- (2) Transport Department Kowloon Licensing Office at 2/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon; or
- (3) Transport Department Kwun Tong Licensing Office at 5/F, Kowloon East Government Offices, 12 Lei Yue Mun Road, Kowloon; or
- (4) Transport Department Sha Tin Licensing Office at 2/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories.

Please note that the above four Licensing Offices' service hours are as follows:

Monday to Friday —— From 9:00 a.m. to 5:00 p.m. (open during lunch hours)

The Offices will be closed on Saturday, Sunday and Public Holidays.

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. [Please note details about postage: http://www.hongkongpost.hk/tc/postage_calculator/index.html]

道路交通 (駕駛執照) 規例第一附表 - 疾病及傷殘情況

DISEASES AND PHYSICAL DISABILITIES—THE FIRST SCHEDULE TO THE ROAD TRAFFIC (DRIVING LICENCES) REGULATIONS

- (一) 癲癇症。
- (二) 高血壓或其他因由，以致有可能突然暈眩或昏倒以致失去能力。
- (三) 精神紊亂，以致執照申請人或持有人【視屬何情況而定】有可能根據《精神健康條例》【第 136 章】被羈留或以住院病人身分在該條例所指的精神病院接受治療。
- (四) 任何導致肌肉不受控制的狀況。
- (五) 未受控制的糖尿病。
- (六) 不能在白天充足光線下讀出與他相距 23 米的登記號碼 (有需要者在配戴眼鏡或其他矯正視力鏡片作為協助，仍不能讀出)。
- (七) 任何其他疾病或傷殘，而該疾病或傷殘很可能令申請人或持有人沒有能力在不危及公眾安全的情況下，有效地駕駛或控制該執照所指的汽車或經適當改裝的汽車；但失聰本身並不當作上述的傷殘。

- (1) Epilepsy.
- (2) Liability to sudden attacks of disabling giddiness or fainting due to hypertension or any other cause.
- (3) Mental disorder for which the applicant for the licence, or, as the case may be, the holder of the licence is liable to be detained under the Mental Health Ordinance (Cap.136) or is receiving treatment as an in-patient in a mental hospital within the meaning of that Ordinance.
- (4) Any condition causing muscular incoordination.
- (5) Uncontrolled diabetes mellitus.
- (6) Inability to read at a distance of 23 metres in good daylight (with the aid of spectacles or other corrective lenses, if worn) a registration mark.
- (7) Any other disease or disability which is likely to render him incapable of effectively driving and controlling a motor vehicle or suitably adapted motor vehicle to which such licence refers without endangering public safety, provided that deafness shall not of itself be deemed to be any such disability.

更改個人資料 CHANGE OF PERSONAL PARTICULARS

法律規定，個人資料如姓名、住址、身份證明文件；或車輛登記細節，若有任何更改，必須以書面[或填妥更改有關資料表格(TD559)]通知運輸署署長。個人資料的更改，須在七十二小時內通知，否則可被罰款二千元。車輛登記文件、車輛牌照及自訂登記號碼分配證明書[如屬需要]亦須交出，以作修改。所有在本署以你的身份證／護照／有限公司註冊號碼登記的車輛牌照或駕駛執照的紀錄，會根據你在此表格內填報的地址而同時更改。

You are required by law to notify the Commissioner for Transport in writing (or by completing a specified form (TD559)) of any change in respect of personal particulars such as name, address or identity document, etc; or vehicle registration particulars. The change of personal particulars must be reported within 72 hours, otherwise you are liable to a fine of \$2,000. You should also submit your vehicle registration document and where appropriate the vehicle licence and the certification of allocation of personalized registration mark for amendment. For any change of address notified under this application form, all vehicle/driving licence records of the applicant under the same I.D. Card, passport, or Certificate of Incorporation for Limited Co. held by the Department will also be changed.

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

收集目的

- 運輸署會使用透過本通知書所獲得的個人資料作下列用途：
 - 辦理有關審批你在本通知書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]
 - 保存一份申請傷殘人士泊車許可證的紀錄；
 - 辦理有關交通及運輸的事務；及
 - 方便運輸署與你聯絡。
- 你必須提供本通知書所要求的個人資料。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

- 你透過本通知書所提供的個人資料會向下列人士／部門公開：
 - 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；
 - 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通知書所提供的個人資料副本一份。

查詢

- 有關透過本通知書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

- The personal data provided by means of this notice will be used by Transport Department for the following purposes :
 - activities relating to the processing of your application in this notice;
 - 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)
 - maintenance of a record of particulars of application for disabled person's parking permit;
 - 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 notice. If you fail to supply the required data, your application may be refused.

Classes of Transferees

- The personal data you provided by means of this notice may be disclosed to :
 - other Government departments, bureaux and relevant organizations 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 notice.

Enquiries

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