

私人駕駛教師證申請表  
APPLICATION FOR  
PRIVATE DRIVING INSTRUCTOR IDENTITY PLATE

請閱讀背頁的各項須知，並以正楷填寫各項資料。請在適當方格加上✓號。

Please read the notes overleaf and complete all items in BLOCK LETTERS. Please enter ✓ in the appropriate box(es).

新申請  
New Application

更新  
Renewal

補領  
Replacement

組別 Group :

1

2

3

姓名 Name :

(中文 Chi)

(英文 Eng)

私人駕駛教師執照號碼

Private Driving Instructor Licence No. :

展示駕駛教師證的訓練車輛車牌號碼 :

Reg. No. of the Training Vehicle Displaying ID Plate :

電話號碼 Telephone No. :

電郵地址 Email Address :

申請人簽署 Signature of Applicant :

申請日期 Application Date :

(此部分只適用於補領申請 For replacement application only)

聲明 DECLARATION

現聲明本人的私人駕駛教師證已：

I hereby declare that my Private Driving Instructor Identity Plate is:

- 遺失；教師證原本一旦尋回，本人保證退還給運輸署署長。  
lost; and I undertake to return to the Commissioner for Transport the original identity plate when found.
- 毀壞。  
destroyed.
- 破損；並附上已破損的駕駛教師證。  
defaced; and I enclose the defaced identity plate.
- 其他。請註明  
others. Please Specify:

本人現申請領取私人駕駛教師證複本。

I now apply for the issue of a duplicate Private Driving Instructor Identity Plate.

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。

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.

申請人簽署 Signature of Applicant : \_\_\_\_\_

## 申請須知

如申請人已同步遞交表格 TD557 申請/續領私人駕駛教師執照，則無須填寫本表格

### 所需文件

1. 你的身份證明文件的正本或副本；
2. 你的有效私人駕駛教師執照正本或副本；及
3. 40 毫米（闊）x 50 毫米（高）的正面全新近照一張，照片的背景應無任何裝飾，頭部不可戴帽或類似的其他物品。

### 交回表格地點

4. 填妥申請表後，親自或由代理人交至九龍長沙灣道 303 號長沙灣政府合署 2 樓運輸署駕駛考試排期事務處，或郵寄至上述地址。
5. 如果申請由代理人遞交，代理人必須同時出示其本人的身份證明文件正本，以作記錄。

### 發出私人駕駛教師證

6. 在處理有關申請後，運輸署會向申請人發出私人駕駛教師證。如以郵遞申請，運輸署會以申請人在運輸署車輛牌照及駕駛執照綜合資料電腦系統內所記錄的通訊地址與他/她聯絡。

### 查詢

7. 申請人若對上述內容有任何疑問，可致電 2804 2600 查詢。

## NOTES OF APPLICATION

**Applicant does not need to complete this form if he/she has submitted TD557 to apply for private driving instructor's licence in parallel**

### Required Documents

1. Original or photocopy of your identity document;
2. Original or photocopy of your valid Private Driving Instructor's licence; and
3. **One** recent photograph ,with plain background, size 40mm(W) x 50mm(H) taken full face without headwear.

### Place of Submission

4. You can submit your application by post, in person or by agent to Transport Department Driving Test Appointment Office at 2/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon.
5. If the application is submitted by an agent, the agent is also required to produce his/her own original identity document for record purpose.

### Issue of Private Driving Instructor Identity Plate

6. The Private Driving Instructor Identity Plate will be issued to the applicant after processing the application. If the application is made by post, the Transport Department will contact the applicant by using his/her correspondence address available in the Vehicles and Drivers Licensing Integrated Data System.

### Enquiries

7. For enquiries, please call 2804 2600.

## 收集個人資料聲明

### 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) 辦理有關私人駕駛教師證的申請；
  - (b) 辦理有關交通及運輸的事務；及
  - (c) 方便運輸署與你聯絡。
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) 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；及
  - (b) 任何人士，以作上述第 1 段所列的用途。

### 索閱個人資料

4. 根據個人資料（私隱）條例（第 486 章）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透過本表格所提供的個人資料副本一份。

### 查詢

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：  
香港  
金鐘道 95 號  
統一中心 3 樓  
牌照事務組  
行政主任／FRT 收啟

## PERSONAL INFORMATION COLLECTION STATEMENT

### 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 for private driving instructor identity plate;
  - (b) activities relating to traffic and transport matters; and
  - (c) facilitating communication between the 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; and
  - (b) any person for the purpose mentioned in paragraph 1 above.

### 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 (Cap. 486). 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:  
Executive Officer/FRT  
Licensing Section  
3/F, United Centre  
95 Queensway  
Hong Kong