



香港特別行政區政府運輸署  
Transport Department of the Government of the Hong Kong Special  
Administrative Region

「滯留內地或澳門的香港車輛回港驗車」申請表  
APPLICATION FOR ALLOWING CROSS-BOUNDARY VEHICLES  
STRANDED IN THE MAINLAND OR MACAO TO RETURN TO HONG  
KONG FOR VEHICLE EXAMINATION

此申請表只適用於 2019 冠狀病毒病疫情期間滯留內地或澳門而牌照逾期的過境車輛回港接受檢驗。

This application form is only applicable to the cross-boundary vehicles stranded in the Mainland or Macao during the COVID-19 epidemic period with vehicle licence expired to go back to Hong Kong to undergo vehicle examination.

請閱讀附頁的「注意事項」，並以正楷填寫各項資料。Please read "Notes for Attention" attached and complete the application form in BLOCK LETTERS.

請在適當方格內加上 ✓ 號，並在標註 \* 號的地方將不適用項目刪去。

Please ✓ the appropriate boxes and delete whichever is inapplicable for items marked with \*.

(本欄不必填寫 For official use only)

HK Reg. Mark: \_\_\_\_\_ Receiving Officer's Signature: \_\_\_\_\_

Agent Name & ID: \_\_\_\_\_ Approving Officer's Signature: \_\_\_\_\_

第一部分：車輛資料  
Part I: Particulars of Vehicle

車輛登記號碼 Vehicle Registration Mark	
車輛類型 Type of Vehicle	<input type="checkbox"/> 私家車 Private car <input type="checkbox"/> 巴士 Bus <input type="checkbox"/> 貨車 Goods vehicle <input type="checkbox"/> 其他 Others: _____
車輛離港日期 Date of Departure from Hong Kong	(年 YYYY)                      (月 MM)                      (日 DD)

第二部分：申請人資料  
Part II: Particulars of Applicant

申請人／公司名稱 Name of Applicant/Company <sup>1</sup>	
公司註冊證號碼 Certificate of Incorporation No. <sup>2</sup>	
身份證明文件類別及號碼 Type of Identity Document and No. <sup>3</sup>	香港身份證 Hong Kong Identity Card / 護照 Passport / 其他 Others*:
聯絡人姓名 Contact Person	手提電話號碼 Mobile Phone No.: <sup>4</sup>

<sup>1</sup> 申請人／公司必須為第一部分所填寫車輛的登記車主。The applicant/applicant company **must be** the registered owner of the vehicle indicated in Part I.

<sup>2</sup> 適用於登記車主為公司的申請。Applicable to applications with companies as the registered vehicle owners.

<sup>3</sup> 適用於登記車主為個人的申請。身份證明文件類別必須與車輛登記文件上的身份證明文件相同。Applicable to applications with individuals as the registered vehicle owners. The type of identity document **must** conform with that indicated on the Vehicle Registration Document.

<sup>4</sup> 請確保你在本欄填寫的手提電話號碼、電郵地址及通訊地址準確，以便本署日後可就以上的申請適時以電話、短訊、電郵或信件等方式與你聯絡。Please make sure that the email address, correspondence address and mobile number are accurately provided so as to facilitate our contact with you via emails, letters, phone calls or SMS in the future.

電郵地址 Email Address <sup>4</sup>	
香港通訊地址 Correspondence Address in Hong Kong <sup>4</sup>	

### 第三部分：擬定申請車輛回港日期 Part III: Planned Date of Return of Vehicle under Application

擬定申請車輛回港日期 Planned Date of Return of the Vehicle under Application <sup>5</sup>	(年 YYYY)	(月 MM)	(日 DD)
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### 第四部分：指定司機資料 Part IV: Particulars of Designated Driver

司機姓名 Name of Driver <sup>6</sup>	
司機身份證明文件類別及號碼 Driver's Type of Identity Document and No.	香港身份證 Hong Kong Identity Card / 前往港澳通行證 (單程證) Permit for Proceeding to Hong Kong and Macao (One-way Permit) / 往來港澳通行證 (雙程證) Permit for Travelling to and from Hong Kong and Macao (Two-way Permit) / 中國護照 People's Republic of China Passport / 澳門特別行政區居民身份證 Macao SAR Resident Identity Card / 其他* Others :
已於「回港易」或「來港易」預約的返港日期 Scheduled Date of Return to Hong Kong under the Return2hk/Come2hk Scheme <sup>7</sup>	(YYYY) (MM) (DD)
後備司機 (香港司機) Reserve Driver (Hong Kong Driver) <sup>8</sup>	姓名 Name:

<sup>5</sup> 每日獲准回港的車輛數目設有上限。運輸署會以先到先得的方式處理申請，申請人請按需要儘早向運輸署提交申請。如申請數目達到每日限額，超出限額的申請將不予受理。運輸署會個別聯絡申請人有關事宜。此外，擬定車輛回港日期與第四部分指定司機於「回港易」或「來港易」預約的返港日期及拖車日期必須為同一天。請注意：部分日子可能會在特別情況下未能讓車主申請於當天經本措施回港驗車，申請人請在提交申請前於本署網頁了解措施的最新資訊。 There is a daily limit set for the number of vehicles to return to Hong Kong. Applications will be processed on a first come first served basis and applicants are advised to submit their applications as early as possible according to their needs. If the number of applications has reached the daily quota limit, the applications beyond that will not be accepted. The Transport Department will contact the applicants individually for the issue. In addition, the vehicle's planned date of return to Hong Kong must be the same date as the designated driver's scheduled date of return to Hong Kong under the Return2hk/Come2hk Scheme indicated in Part IV and the date of towing service. Please note that there may be some dates that are unavailable for application under this measure due to special circumstances. Applicants are advised to visit the Transport Department's website for the latest information on the measure before submitting their applications.

<sup>6</sup> 司機**必須**為有效「粵港澳機動車輛往來及駕駛員駕車批准通知書」(即“批文”)的指定司機，並持有有效香港正式駕駛執照。The driver must be a designated driver with a valid Approval Notice as well as a valid full Hong Kong driving licence.

<sup>7</sup> 司機於「回港易」或「來港易」預約的返港日期與第三部分的擬定車輛回港日期及拖車日期**必須為同一天**。

The driver's scheduled date of return to Hong Kong under the Return2hk/Come2hk Scheme **must be the same date as** the vehicle's planned date of return to Hong Kong indicated in Part III and the date of towing service.

<sup>8</sup> 如司機獲得批准後在回港當天於港珠澳大橋香港口岸三號停車場/指定地點停泊，申請人須安排後備司機把滯留車輛駕駛至港珠澳大橋香港口岸三號停車場/指定地點停泊，以便自行安排的拖車服務可繼續進行。後備司機須身處香港及持有有效香港正式駕駛執照，並可於需要時代替司機從該口岸將有關車輛駕駛至三號停車場/指定地點停泊。In the event that the driver is, after obtaining approval, refused entry at the Hong Kong-Zhuhai-Macao Bridge (HZMB) Hong Kong Port or unavailable for driving the vehicle to and parking it at Car Park 3 at the HZMB Hong Kong Port / the designated location on the specified date, the applicant is required to engage a reserve driver for doing so. Towing service may proceed as arranged. The reserve driver must be physical present in Hong Kong and hold a valid full Hong Kong driving licence, and is able to replace the driver as required and drive the vehicle from the Port to Car Park 3 / the designated location for parking.

後備司機身份證明文件類別及號碼 Reserve Driver's Type of Identity Document and No.	香港身份證 Hong Kong Identity Card / 前往港澳通行證 (單程證) Permit for Proceeding to Hong Kong and Macao (One-way Permit) / 往來港澳通行證 (雙程證) Permit for Travelling to and from Hong Kong and Macao (Two-way Permit) / 中國護照 People's Republic of China Passport / 澳門特別行政區居民身份證 Macao SAR Resident Identity Card / 其他* Others :
後備司機手提電話號碼 Reserve Driver's Mobile Phone No.	

### 第五部分：拖車公司資料 Part V: Particulars of Towing Company

拖車公司名稱 Name of Towing Company			
聯絡人姓名 Contact Person		聯絡電話 Telephone No.	

### 第六部分：車輛檢驗預約資料 Part VI: Details of Vehicle Examination Appointment

驗車地點 Location for Vehicle Examination					
驗車預約日期及時間 Appointment Date/Time for Vehicle Examination	(年 YYYY)	(月 MM)	(日 DD);	(HH)	(MM) AM/PM*

### 第七部分：聲明 Part VII: Declaration<sup>9</sup>

本人謹此聲明：  
I hereby declare that,

- (i) 據本人所知，以上所填報的各項資料均屬詳盡確實。本人明白，如故意提供失實資料，根據《道路交通條例》(第374章)第111條第(3)款的規定，本人可被檢控，一經定罪，可被罰款5,000元及監禁6個月。

to the best of my knowledge and belief, the information given above is true. I understand that if I knowingly make any statement which is false in a material particular, I shall render myself liable to prosecution under Section 111(3) of the Road Traffic Ordinance (Cap. 374) and on conviction to a fine of \$5,000 and to imprisonment for six months.

- (ii) 本人已細閱本申請表格的內容及明白有關「詳情條款」(附件一)，並確認會在獲發申請批准信後，按照相關要求回港進行車輛檢驗。

I have read through the content of this application form and understand the "Terms and Conditions" (**Annex 1**). I confirm that upon receiving the approval letter, I will have my vehicle driven back to Hong Kong in accordance with the relevant requirements for vehicle examination.

<sup>9</sup> 聲明須由車主或其書面授權人填寫及簽署。如屬公司，則應由該公司指定和授權的人士簽署，並須寫下有關人士的全名及加蓋該公司印章。This should be completed and signed by the applicant or his representative authorised by him in writing. If the applicant is a company, this should be signed by a person nominated and authorised by the company together with his/her full name and company chop.

(iii) 本人同意本署可獲取於本表格上所填寫的申請車輛的過境記錄以監管「滯留內地或澳門的香港車輛回港驗車」的便利措施。

I consent to the access of the border-crossing record of the vehicle indicated in this form by the Transport Department for the purpose of monitoring the implementation of the facilitation measures for cross-boundary vehicles stranded in the Mainland or Macao to return to Hong Kong for vehicle examination.

申請人／獲授權的代表簽署：

Signature of  
Applicant/Authorised  
Representative: \_\_\_\_\_

姓名 Name :  
(請用正楷填寫):  
(in block letters) \_\_\_\_\_

公司印章：Company Chop: \_\_\_\_\_

日期 Date: \_\_\_\_\_

## 個人資料的說明

### 收集目的

1. 運輸署會使用透過本表格所獲得的個人資料及其他資料作下列用途：
  - (a) 辦理有關審批你在本表格中所提出的申請的事務；
  - (b) 辦理有關交通及運輸的事務；
  - (c) 方便運輸署與你聯絡；
  - (d) 與內地當局（包括廣東省公安廳）就規管跨境交通及備案事宜進行協調；及
  - (e) 供澳門當局就規管跨境交通事宜進行協調。
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及其他資料會向下列人士／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；
  - (d) 內地當局，包括廣東省公安廳，以作規管跨境交通事宜，尤其有關違反許可證條件的詳情會基於此用途而公開，及作備案；及
  - (e) 澳門當局，以作上述第 1 段(e)項所列的用途。

### 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 樓運輸署牌照事務組（經辦人：行政主任／首次登記稅）。

## Notes About Personal Data

### Purpose of Collection

1. The personal data and other information 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) activities relating to traffic and transport matters;
  - (c) facilitating communication between Transport Department and yourself;
  - (d) coordination with the Mainland Authorities, including the Guangdong Provincial Public Security Department on matters concerning cross-boundary traffic regulation and filing of records; and
  - (e) coordination on matters concerning cross-boundary traffic regulation by the Macao authorities.
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 and other information you provide by means of this form may be disclosed to:
  - (a) other Government bureaux/departments and relevant organisations 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;
  - (d) Mainland authorities, including the Guangdong Provincial Public Security Department for the regulation of cross-boundary traffic matters; in particular, details of contravention of Closed Road Permit, if granted, may be disclosed for this purpose, and for filing of records; and
  - (e) Macao authorities for the purpose mentioned in paragraph 1(e) 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. 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 Section, Transport Department, 3/F, United Centre, 95 Queensway, Hong Kong (Attn.: Executive Officer/FRT).

**(一) 所需文件 Required documents**

填妥的申請表必須連同下列有關證明文件一併遞交：

The completed application form should be submitted together with the following supporting documents:

- (1) 內地批准文件副本  
即廣東省公安廳所簽發的有效粵港澳機動車輛往來及駕駛員駕車批准通知書（電子批文卡）  
（香港私家車往來港澳常規配額持有人不適用）  
Copy of Mainland approval notice  
i.e. valid Electronic Approval Notice issued by the Guangdong Public Security Department (*not applicable to the holders of Regular Quota for Hong Kong Private Cars to Macao*)
- (2) 如車輛屬公司擁有，須提交公司註冊證書／非香港公司註冊證明書／公司更改名稱證書／註冊非香港公司變更名稱註冊證明書副本（商業登記證不會被接納）  
In the case of a company being the registered vehicle owner -  
Copy of the Certificate of Incorporation/Certificate of Registration of Non-Hong Kong Company/Certificate of Change of Name/ Certificate of Registration of Alteration of Name of Registered Non-Hong Kong Company (Business Registration Certificate will not be accepted)
- (3) 香港車輛登記文件副本  
Copy of Hong Kong vehicle registration document
- (4) 指定司機回港當日有效的「回港易」或「來港易」預約證明  
Booking record of the designated driver under the Return2hk/Come2hk Scheme valid on the day of return to Hong Kong
- (5) 指定司機的身份證明文件副本及有效香港正式駕駛執照副本  
Copies of the designated driver's identity document and valid Hong Kong Full Driving Licence
- (6) 指定後備司機的有效香港正式駕駛執照副本  
Copy of designated reserve driver's valid Hong Kong Full Driving Licence
- (7) 拖車服務預約證明  
Booking record of towing service
- (8) 回港當日有效的香港第三者風險保險單副本  
Copy of Hong Kong third party risk insurance valid on the day of return
- (9) 從內地／澳門回港：回港當日有效的內地「機動車交通事故責任強制保險」副本  
For return from the Mainland/Macao to Hong Kong: Copy of Mainland compulsory traffic accident liability insurance for motor vehicles valid on the day of return
- (10) 從澳門回港：回港當日有效的澳門法定車輛保險副本（適用於滯留澳門的車輛）  
For return from Macao to Hong Kong: Copy of Macao statutory vehicle insurance valid on the day of return (applicable to vehicles stranded in Macao)

**(二) 遞交申請表 Submission of application**

請將填妥的申請表及所需文件以下列方式交回運輸署過境服務分組（地址：香港中環統一碼頭道 38 號海港政府大樓 10 樓 1032 室）：

Please submit the completed application form and the required documents to the Cross Boundary Unit of the Transport Department (Address: Room 1032, 10/F, Harbour Building, 38 Pier Road, Central, Hong Kong) by one of the following means:

- (1) 電郵(crossboundaryunit@td.gov.hk)遞交申請  
submitted by email to [crossboundaryunit@td.gov.hk](mailto:crossboundaryunit@td.gov.hk)

(2) 郵寄／使用投遞箱遞交申請

你可將申請郵寄至本組或使用設於本組的投遞箱遞交申請。

submitted by post or via drop-in box

You may submit the application by post or via the drop-in box at the Cross Boundary Unit.

(3) 親身或由代理人遞交申請

服務時間：星期一至五（公眾假期除外）上午九時至下午五時十五分（午膳時間照常服務）

submitted in person or by an agent

Service hours:

Mondays to Fridays (except public holidays)

9.00 a.m. to 5.15 p.m. (open during lunch hours)

如果申請由代理人遞交，代理人必須出示其本人的身分證明文件，以作記錄。

If the application is submitted by an agent, the agent is required to produce his/her identity document for record purpose.

### (三) 查詢 Enquiries

For enquiries, please contact the Cross Boundary Unit at 2543 2114.

如有查詢，請致電 2543 2114 聯絡本署過境服務分組。

## 公司授權書

(適用於登記車主為公司的申請)

致：運輸署署長

本公司 \_\_\_\_\_ (申請公司名稱) 現授權 \_\_\_\_\_ (獲授權人士姓名) (香港身份證號碼： \_\_\_\_\_) 為以本公司名稱登記的車輛 (車輛登記號碼： \_\_\_\_\_) 辦理一切與申請「滯留在廣東省或澳門的香港車輛回港驗車」有關的事宜。

本公司已細閱及明白與是次申請有關的所有規定，並同意遵守該等規定。

授權公司董事簽署： \_\_\_\_\_

姓名： \_\_\_\_\_

公司印章： \_\_\_\_\_

日期： \_\_\_\_\_



**Company Authorisation Letter**

(For application by a company being the registered vehicle owner)

To : Commissioner for Transport

We \_\_\_\_\_ (Name of company) hereby  
authorise \_\_\_\_\_ (Name of authorised person) (HKID No. :  
\_\_\_\_\_) to deal with all matters relating to the application for “allowing cross-boundary  
vehicles stranded in the Guangdong Province or Macao to return to Hong Kong for vehicle examination” in  
respect of the vehicle (registration mark: \_\_\_\_\_) registered under the Company’s name.

We have read and understood all the requirements and rules relating to this application, and agree  
to abide by them in full.

Signature of the  
Company’s Director : \_\_\_\_\_

Name : \_\_\_\_\_

Company  
Chop : \_\_\_\_\_

Date : \_\_\_\_\_