# 領回被移走單車的申請表
# APPLICATION FORM FOR RETURN OF REMOVED BICYCLE(S)
## 適用於 2026 年 11 月 2 日天水圍天城路近天慈商場的單車徑及天水圍天河路至近樂湖花園的一段天耀路的單車徑的單車清理行動
## APPLICABLE TO BICYCLE CLEARANCE OPERATION IN THE CYCLE TRACK AT TIN SHING ROAD NEAR TIN TSZ SHOPPING CENTRE AND TIN YIU ROAD FROM TIN HO ROAD TO NEAR LOCWOOD GARDEN ON 2 NOVEMBER 2026

### 申請人須知
### NOTICE TO APPLICANT

1. **注意**：任何人以欺騙手段取得財物，屬犯法行為。根據《盜竊罪條例》(第 210 章) 第 17 條，違法者一經定罪，最高可處監禁 10 年。

   **Caution** : It is an offence to obtain property by deception. Any person committing the offence is liable on conviction to maximum imprisonment for 10 years under section 17 of the Theft Ordinance, Cap. 210.

2. 根據《簡易程序治罪條例》(第 228 章) 第 4A 條，任何人無合法權限或解釋而陳列或留下，或導致陳列或留下任何物品或東西，而這些物品或東西對在公眾地方的人或車輛造成阻礙、不便或危害者，或可能對在公眾地方的人或車輛造成阻礙、不便或危害者，**可處第 4 級罰款(現時為$25,000)或監禁 3 個月**。

   **當局可檢控違例停放單車以致造成阻礙的人士。**

   In accordance with section 4A of the Summary Offences Ordinance, Cap. 228, any person who without lawful authority or excuse sets out or leaves, or causes to be set out or left, any matter or thing which obstructs, inconveniences or endangers, or may obstruct, inconvenience or endanger, any person or vehicle in a public place **shall be liable to a fine at level 4 ($25,000 at present) or to imprisonment for 3 months**.

   **The Authority may prosecute the person who illegally parked the bicycle causing obstruction.**

3. 本申請表必須於 **2026 年 11 月 11 日或之前**送達運輸署下列地址。**逾期遞交的申請將不予受理。**

   This application form must be delivered to the below address of the Transport Department **on or before 11 November 2026**. **Late submission will NOT be handled.**

4. 申請人必須為有關單車的車主。在當局/法院決定是否發還有關單車前，申請人須在運輸署通知的日期，**親身**前往指定地點，一般**至少三次**，以：
   1）辦理辨認單車手續；
   2）作索還單車車主口供；及
   3）前往法院出庭應訊（如當局決定對申請人進行檢控）。

   The applicant must be the owner of the concerned bicycle. Before the Authority/Court decides whether the concerned bicycle could be returned, the applicant must visit the designated spots **in person** on the dates notified by the Transport Department, usually **at least three times**, to :
   1) complete the procedure for identifying the bicycle;
   2) provide a cautioned statement as the owner reclaiming the bicycle; and
   3) appear in court for hearing (if the Authority decides to prosecute the applicant).

5. 填妥申請表後，請交回以下地址：
   Please return the completed application form to the following address :

   新界 沙田 沙田鄉事會路 138 號
   新城市中央廣場 2 座 19 樓 1902 至 1903 室
   運輸署 新界分區辦事處 交通工程部
   傳真：3575 9640

   Transport Department
   Traffic Engineering Division / New Territories Regional Office
   Units 1902-03, 19/F, Tower 2, Grand Central Plaza,
   138 Sha Tin Rural Committee Road, Sha Tin, New Territories
   Fax : 3575 9640

6. 如對這項申請有任何查詢，請致電 3575 8148 與運輸署聯絡。
   For any enquiries about this application, please contact the Transport Department at 3575 8148.

**第一部分（由申請人填寫）**
**PART I (To be completed by the applicant)**

致　運輸署
To　Transport Department

<table>
<tr><td colspan="5">1. 認領人資料：<br>Particulars of Claimant :</td></tr>
<tr><td colspan="2">姓名（英文正楷）：<br>Name (English in block letters) :</td><td></td><td>（中文）：<br>(Chinese) :</td><td></td></tr>
<tr><td>出生日期：<br>(日/月/年)<br>Date of Birth :<br>(DD/MM/YYYY)</td><td>/ /</td><td>性別：男 / 女 *<br><br>Gender : M / F *</td><td>香港身份證號碼 / 護照號碼 *：<br>HKID No. /<br>Passport No.* :</td><td></td></tr>
<tr><td colspan="2">通訊地址 ：<br>Correspondence Address :</td><td colspan="3"></td></tr>
<tr><td colspan="2">聯絡電話號碼 ：<br>Contact Tel. No. :</td><td colspan="3"></td></tr>
<tr><td colspan="5">2. 本人現申請領回被運輸署人員移走的下列單車：<br>I wish to apply for the return of the bicycle(s) which was / were removed by the authorized officers of the Transport Department :</td></tr>
<tr><td colspan="2">單車說明 ：<br>Description of bicycle(s) :</td><td colspan="3"></td></tr>
<tr><td colspan="2">數量／尺寸／重量 ：<br>Quantity/Size/Weight :</td><td colspan="3"></td></tr>
<tr><td colspan="2">單車停放地點 ：<br>Location of bicycle parked :</td><td colspan="3"></td></tr>
<tr><td colspan="5">3. 本人<br>(a) 謹此聲明，上述單車屬 本人所有／上述財物屬本人所代表公司所有*；及<br>(b) 定會在指定認領當日出示證據 (例如上述單車的鎖鑰、清晰的購買單據／照片或宣誓聲明) 以證明擁有該／該等單車。<br><br>I hereby<br>(a) declare that I own the above bicycle(s) / that the above property is owned by the Company I am representing *; and<br>(b) confirm that I will provide evidence in support of the ownership (e.g. key of the above bicycle, clear purchase invoice/photo or oath) on the day appointed to attend the depot for the claiming back of the removed bicycle.</td></tr>
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|---|
| 認領人簽署／_____公司印章及獲授權的董事_____代表公司簽署*： |
| Signature of Claimant / Sealed with the Common Seal of _____, and SIGNED by _____, its director duly authorized for and on behalf of the Company* |
| 日期 Date： |
| * *請刪去不適用者。 Please delete where appropriate.* |

**注意：填寫此表格前，請參閱「申請人須知」及隨本申請表夾附的「有關《個人資料（私隱）條例》的通知書」。**
**Important: Before filling in this form, please read "Notice to Applicant" and the attached copy of "Notification in relation to Personal Data (Privacy) Ordinance".**

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**第二部分（只供運輸署職員填寫）**
**PART II (For Transport Department staff use only)**

| | | | |
|---|---|---|---|
| ☐ | 發還被移走的單車<br>Return of removed bicycle(s) | ☐ | 不批准申請<br>Refusal of application |

| | | | |
|---|---|---|---|
| 原因 ：<br>Reason : | | | |
| 姓名 ：<br>Name : | | 職級及職位 ：<br>Rank and designation : | |
| 簽署 ：<br>Signature : | | 日期 ：<br>Date : | |

## 有關《個人資料（私隱）條例》的通知書
## NOTIFICATION IN RELATION TO PERSONAL DATA (PRIVACY) ORDINANCE

1. 運輸署收集得到的個人資料，會用於執行《簡易程序治罪條例》(第 228 章) 和《刑事訴訟程序條例》(第 221 章)，並可為上述目的而移交其他政府部門使用。
   The personal data collected by the Transport Department will be used for the purpose of enforcing the Summary Offences Ordinance, Cap. 228 and the Criminal Procedure Ordinance, Cap. 221 and may be transferred to other Government departments for such purpose.

2. 根據《個人資料（私隱）條例》(第 486 章) 第 18 和 22 條及附表 1 第 6 原則，你有權要求查閱和更正個人資料。如擬索取有關資料的副本，可能須按運輸署的規定繳交費用。
   You have a right to request access to and correction of the personal data in accordance with Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance, Cap. 486. The provision of a copy of the data may be subject to a charge as demanded by the Transport Department.

3. 如對所收集的個人資料有任何查詢，包括要求查閱和更正個人資料，請向以下方面提出：
   Enquiries concerning the personal data collected, including the making of access and corrections, should be addressed to :

   新界 沙田 沙田鄉事會路 138 號
   新城市中央廣場 2 座 19 樓 1902 至 1903 室
   運輸署 新界分區辦事處 交通工程部
   傳真：3575 9640

   Transport Department
   Traffic Engineering Division / New Territories Regional Office
   Units 1902-03, 19/F, Tower 2, Grand Central Plaza,
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