

車輛登記及牌照申請書

APPLICATION FOR REGISTRATION AND LICENSING OF A VEHICLE

本署於星期六不提供此項服務。
This service is not available on Saturdays.

請閱讀於附頁的「須知事項」，並以正楷填寫各項資料。
Please read the notes attached and complete all items in BLOCK LETTERS.

車輛登記(車牌)號碼
Vehicle Registration Mark



字首 Prefix	號碼 Number			字尾 Suffix	

登記車主現時的個人資料 PRESENT PARTICULARS OF REGISTERED OWNER

法律規定，個人資料如姓名、地址、身分證文件等；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的表格 TD559)通知運輸署署長。個人資料的更改，須於七十二小時內通知，否則可被罰款二千元。車輛登記文件，以及車輛牌照(如屬需要)亦須交出，以作修改。所有在本署以你的身分證/護照/有限公司註冊證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, 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 for amendment. For any change of address notified under this application form, all vehicle/driving licence records of the applicant under the same ID Card, passport, or Certificate of Incorporation for Limited Co. held by the Department will also be changed.

本欄不必填寫
FOR OFFICIAL USE ONLY:

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姓名/公司名稱 Name:

* 先生 Mr.	1	英文姓名/公司名稱(姓氏先行,名字隨後) In English—Surname first, then Other Names	*H.K. Identity Card/or Limited Company Certificate of Incorporation No.	()
夫人 Mrs.	2			
小姐 Miss	3			
女士 Ms.	4			
有限公司 Ltd. Co.	5			

中文姓名/公司名稱 In Chinese

住址/公司地址 Residential/Company Address

為方便資料輸入，請盡量用英文填寫地址，如用中文填寫，請你在遞交表格時出示附有英文地址的文件(例如水費單、電費單、銀行信等)。

室 Flat/Room	座 Block	樓 Floor
大廈名稱/門牌號數及街道名稱/屋邨 Name of Building Number and Name of Street/Estate		
地區 District		

樓宇層數請依升降機所用編號，或以西式計算。

* 香港 H.K. 1
九龍 Kln. 2
新界 N.T. 3

通訊地址(如與上方所填寫的不同)
Correspondence Address (if different from that above): _____

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

車輛登記細節 PARTICULARS OF VEHICLE

類別 Class	** 引擎號碼 Engine No.			
廠名 Make	車身底盤號碼 Chassis No.			
型號 Model	製造年份 Year of Manufacture			
型號編號 Model Code				
車身類型 Body Type	原產國家 Country of Origin			
** 車身顏色 Colour(s)	** 汽缸容量 Cylinder Capacity:		立方厘米 c.c.	
主色 Primary	副色 Secondary	** 座位數額(司機除外) Seating Capacity (excluding driver):	除巴士外所有車輛 All classes except bus	
種類 Type	巴士 Bus	下層座位 Lower seating	上層座位 Upper seating	站立 Standing
** 以前所屬類別(如有) Previous Class (if any)	** 推動力 Propulsion:	* 汽油 Petrol 0	** 駕駛盤 Steering:	* 右軚 Right hand
登記前的號碼 Ex-Registration Mark:	* 柴油 Diesel 1	* 「運高」式 Wankel 2	* 左軚 Left hand	* 中軚 Centre
字首 Prefix	號碼 Number	電力 Electric 3		
字尾 Suffix		其他 Other 4		
		石油汽 LPG 5		

原登記日期和地點
Date & Place of Original Registration: _____

貨車、特別用途車輛、巴士及小型巴士的附加項目**ADDITIONAL ITEMS FOR GOODS VEHICLES, SPECIAL PURPOSE VEHICLES, BUSES AND LIGHT BUSES**

許可車輛總重 Permitted Gross Vehicle Weight:	<input type="text"/>	公噸 tonnes	輪軸重量 (以公噸為單位) Axle Weights (in tonnes):	1.	<input type="text"/>
許可合併總重 Permitted Gross Combined Weight:	<input type="text"/>	公噸 (祇適用於拖拉車) tonnes (for tractors only)		2.	<input type="text"/>
車身大小 Overall Dimensions:	全長 Lenght	<input type="text"/>	米 m.	3.	<input type="text"/>
	全闊 Width	<input type="text"/>	米 m.	4.	<input type="text"/>
	全高 Height	<input type="text"/>	米 m.	5.	<input type="text"/>
				6.	<input type="text"/>
				7.	<input type="text"/>

巴士的另加項目 FURTHER ADDITIONAL ITEMS FOR BUSES:

類型審核編號 Type Approval No. _____	許可行李箱載重量 Permitted Luggage Compartment Weight	<input type="text"/>
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有效第三者風險保險 (必須出示保單) VALID THIRD PARTY RISK INSURANCE (Certificate must be produced)

(不適用於拖車 Not applicable to Trailer)

保險公司 (並非代理) 名稱 Name of Insurance Company (not agent)	屆滿日期 Expiry Date
保單 / 臨時保單號碼 Policy/Cover Note No.	

(本欄不必填寫 FOR OFFICIAL USE ONLY)**車輛檢驗 VEHICLE EXAMINATION**

現證實本人已檢驗上述車輛, 該車一切均符合道路交通 (車輛構造及保養) 規例的規定。

I certify that I have examined this vehicle and that the vehicle complies with the provisions of the Road Traffic (Construction and Maintenance of Vehicles) Regulations.

日期 Date

驗車主任 Motor Vehicle Examiner

聲明 DECLARATION

(由登記車主或其書面授權人填寫及簽署。如屬有限公司, 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。)

(To be completed and signed by the person in whose name the vehicle is to be registered., or his representative authorized by him in writing. In the case of a Limited Company, this should be signed by a person nominated and authorized by the Company. He should also put down his name in full under his signature)

現聲明本人為上述車輛的車主, 已年滿 18 歲, 本人現申請登記上述車輛和領取為期 四個月 的牌照。並謹此聲明, 據本人所知, 以上填報的一切資料均屬詳盡確實。本人明白, 如故意提供失實的重要資料, 根據香港法例第 374 章《道路交通條例》第 111 條第(3)款的規定, 本人可被判罰款 5,000 元及監禁六個月。I hereby declare that I am the owner of the above vehicle and I am aged 18 years or above. I hereby apply to register the above vehicle and to license it for a period of Four months One Year. I declare that to the best of my knowledge and belief the information given above is true and complete. I understand that, if I knowingly make any statement which is false in material particulars. I shall render myself liable under section 111(3) of the Road Traffic Ordinance (Cap.374) to a fine of \$5,000 and imprisonment for six months.

申請人簽署 Signature of Applicant	日期 Date
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†請在適當方格內加上 號 Tick appropriate box(es).

車輛登記及牌照申請書 須知事項

(一) 遞交申請書

申請書填妥後，可於星期一至星期五親自或由代理人交回香港金鐘道 95 號統一中心 3 樓運輸署香港牌照事務處（電話：2804 2637）。申請書必須連同下列文件一併遞交（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，以作紀錄）：—

凡登記車輛屬私人所有，請出示香港身分證，非香港居民，則出示護照（注意：私人車主在登記時必須年滿十八歲）；如車輛屬有限公司，就該出示公司註冊證（商業登記證不會被接納）；

以登記車主名義購備的有效第三者風險保險單或臨時保單（汽車保險（第三者風險保險）規例（香港法例第 272 章）規定，須持有有效的保險單，始可在路上使用車輛，否則即屬違法）；

商業登記證，如登記車輛為的士、私家或公共小巴、私家或公共巴士；

車輛製造商或分銷商的發票或付款收據；

由香港海關簽發的車輛暫定應課稅值通知書及 / 或其他可能需要的有關車輛課稅證明文件；

經香港海關核准的公布零售價目表，如適用；

由運輸署簽發的車輛類型核准證明書或檢驗汽車機械合格證書；

其他運輸署署長認為有關的文件；以及

應繳的稅款和費用（如用支票繳費，請劃線支付「香港特別行政區政府」）。

(二) 擬登記的車輛類別

私家車	的士	輕型貨車	中型貨車	重型貨車	特別用途車輛	公共小巴	私家小巴	公共巴士	私家巴士	電單車	機動三輪車	拖車
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(三) 車輛課稅

(1) 登記的車輛如屬汽車（首次登記稅）規例（香港法例第 330 章）規定的應課稅車輛，車主必須填寫本表格「車輛課稅」部分；此外須出示：

(a) 經香港海關核准的公布零售價目表，如適用；

(b) 香港海關發出的汽車暫定稅值通知書；以及

(c) 有關的汽車製造商或汽車經銷商的發票及繳款收據。

(2) 買車時的汽車售價 / 所付款額總數應包括買車時所有材料、工程的成本、配件及保證的價值，經紀 / 代理 / 手續費等，但不應包括首次登記稅。

(3) 如果沒有公布的零售價目，應申報各項經香港海關評定的暫定稅值。

(4) 在第(ii)項中申報的自選配件，指在該車輛供出售時不是安裝在該輛汽車上，但可因額外付款而安裝在該輛汽車上。

(5) 如車輛曾在香港以外地區登記，車主必須出示車輛登記簿或登記文件，以證明車輛擁有權。若上述文件以中、英文以外的文字寫成，則須連同由有關國家領事館提供的正式英本譯本遞交。

(6) 聲明一欄須由下列人士簽署：

(a) 註冊分銷商或其委託人；以及

(b) 申請首次登記車輛的人士，即買車者或進口車輛人士（如非註冊進口商）。

(四) 車輛的構造及保養

在道路上使用車輛時，如涉及的車輛未完全符合有關類別車輛的構造或保養的法律規定，則不論是本人使用、還是促使或容許他人使用，均屬違法。如欲確知車輛是否合乎上述法例規定，請向香港灣仔告士打道 7 號入境事務大樓 34 樓的高級驗車主任查詢。（電話：2829 5466）

(五) 車輛檢驗

所有車輛在登記前，均須檢驗。新私家車及電單車雖不在此限，但如屬首次於香港登記的型號，亦須檢驗。查詢目前驗車規定的詳情，請與車輛檢驗部聯絡。（電話：2829 5466）

(六) 交通意外傷亡者援助計劃

獲簽發一年期或四個月期的車輛牌照的申請人，均須為交通意外傷亡者援助計劃繳付一定數額的徵款

**APPLICATION FOR REGISTRATION AND LICENSING OF A VEHICLE
NOTES TO HELP YOU**

1. SUBMISSION OF APPLICATIONS

All completed applications can be submitted either in person or by agent to the **Transport Department Hong Kong Licensing Office at 3/F, United Centre, 95 Queensway, Hong Kong from Monday to Friday (Tel. 2804 2637)**. Each application must be accompanied by (if the application is submitted by an agent, the agent is required to produce his/her own original identity documents for record purpose):—

your Hong Kong Identity Card or a passport for non-identity card holders in the case of a private owner (Note: A private owner must be aged 18 years or above); In the case of a limited company, the Certificate of Incorporation must be produced (Business Registration Certificate will not be accepted);

a valid Third Party Risk Insurance Certificate or Cover Note in the name of the registered owner (it is an offence to use a motor vehicle on the road unless there is in force a policy of insurance as is required by the Motor Vehicles Insurance (Third Party Risks) Ordinance (Cap. 272), in relation to the use of the vehicle);

Business Registration Certificate for registration of a Taxi, Private or Public Light Bus, Private or Public Bus;

invoice of payment receipt of vehicle manufacturer or car distributor;

Notification of Motor Vehicle Provisional Taxable Value issued by the Customs and Excise Department and/or other relevant documentary proof in connection with vehicle taxation which may be required;

Published Retail Price List approved by the Customs & Excise Department, if applicable;

Type Approval Certificate of Certificate of Roadworthiness issued by the Transport Department;

such other relevant documents as may be required by the Commissioner for Transport; and

the appropriate tax and fee (cheques should be made payable to “The Government of the Hong Kong Special Administrative Region” and crossed).

2. CLASS OF VEHICLE TO BE REGISTERED

Private Car	Taxi	Light Goods Vehicle	Medium Goods Vehicle	Heavy Goods Vehicle	Special Purpose Vehicle	Public Light Bus	Private Light Bus	Public Bus	Private Bus	Motor Cycle	Motor Tricycle	Trailer
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3. VEHICLE TAXATION

(1) If the vehicle being registered is liable to tax in accordance with the provisions of the Motor Vehicles (First Registration Tax) Ordinance (Cap. 330), the information required in the part ‘VEHICLE TAXATION’ of this form must be given and supported by the production of:—

(a) Published retail Price List approved by the Customs & Excise Department, if applicable;

(b) Notification of Motor Vehicle Provisional Taxable Value issued by the Customs & Excise Department; and

(c) Manufacturers’ or dealers’ invoices and payment receipts.

(2) The selling price/full price paid for the purchase of the motor vehicle should include the cost of all materials; and works; value of accessories and warranty; and brokerage/agency/handling fee etc. in the purchase of the motor vehicle and exclude First Registration Tax.

(3) Provisional Taxable Value assessed for any of the items by the Customs & Excise Department should be declared if there is no Published Retail Price.

(4) Optional accessories declared under Item (ii) refer to those which are not fitted to a standard motor vehicle at the time when the vehicle is offered for sales; but which may be fitted to the vehicle for an additional payment.

(5) In the case of a vehicle formerly registered outside Hong Kong, the vehicle log book or registration document must be produced to prove ownership. Where the document produced is in a language other than English or Chinese, an official translation in English or Chinese form the relevant Consulate is required.

(6) The declaration should be signed by:

(a) the registered distributor or a person authorized by the former; and

(b) the person applying for first registration, being either the purchaser of the motor vehicle or the importer of the vehicle where he is not a registered importer.

4. VEHICLE CONSTRUCTION AND MAINTENANCE

You are reminded that any person who uses or causes or permits to be used on any road any vehicle which does not comply in all respects with the provisions of any enactment relating to the construction or maintenance of vehicles of the class or description to which such vehicle belongs shall be guilty of an offence. If you are in doubt as to whether or not your vehicle does comply with the laws relating to construction and maintenance, you are invited to contact the Senior Motor Vehicle Examiner at 34/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong. (Tel. 2829 5466)

5. VEHICLE EXAMINATIONS

With the exception of new private cars and motor cycles (but not if they are models registered for the first time in Hong Kong), all vehicles are required to be inspected before registration. Information regarding current inspection requirements may be obtained from the Vehicle Examination Division. (Tel. 2829 5466)

6. TRAFFIC ACCIDENT VICTIMS ASSISTANCE SCHEME

On issue of a vehicle licence for one year or four months, the applicant is required to contribute appropriate levy to the Traffic Accident Victims Assistance Scheme.

收集目的

- 運輸署會使用透過本表格所獲得的個人資料作下列用途：
 - 辦理有關審批你在本表格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)
 - 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

- 你透過本表格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
 - 隧道公司及青馬管理有限公司，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表格所提供的個人資料副本一份。

查詢

- 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

Purposes of Collection

- The personal data provided by means of this form will be used by Transport Department for the following purposes :
 - activities relating to the processing of your application in this form;
 - 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)
 - 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 form. 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 form may be disclosed to :
 - other Government departments, bureaux and related organizations for the purposes mentioned in paragraph 1 above;
 - any person for the purpose mentioned in paragraph 1(b) above; and
 - tunnel companies and Tsing Ma Management Limited 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 form.

Enquiries

- 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