

# 香港特別行政區政府運輸署

# TRANSPORT DEPARTMENT

# THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

顧客服務熱線 Customer Service Hotline: 2804 2600

# 車輛登記文件複本/車輛牌照複本申請書 APPLICATION FOR A DUPLICATE VEHICLE REGISTRATION DOCUMENT/ DUPLICATE VEHICLE LICENCE

車輛登記(車牌)號碼 Vehicle Registration Mark

字尾

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

本欄不必塡寫 FOR OFFICIAL USE	ONLY)			
O P		Receiving Officer's Signa		
	T車主現時的資料 PRI	ESENT PARTICULAR	RS OF REGISTERED O	OWNER
	(你在本署電腦紀錄	錄中的個人資料將根據	下列所填報的而更改)	
	(Your particulars in or	ur computer record will	be amended as hereunder	·)
法律規定,個人資料如姓名、地址、 人資料的更改,須於七十二小時內通 所有在本署以你的身份證/護照/有	[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	
particulars such as name, address, ic otherwise you are liable to a fine of \$	lentity document, etc.; or veh 2,000. You should also submit nder this application form, all	icle registration particulars your vehicle registration do vehicle/driving licence reco	. The change of personal part cument and where appropriat	59)) of any change in respect of persona ciculars must be reported within 72 hours te the vehicle licence for amendment. e same ID Card, passport, or Certificate o
性名 NAME: 先生 Mr. 1 夫人 Mrs. 2 小姐 Miss 3 女士 Ms. 4 有限公司 Ltd. Co. 5		glish—Surname first, then Ot		
主址 RESIDENTIAL ADDRESS:	中文姓名 In Chinese	·		* H.K. Identity Card/or Limited Company Certificate of Incorporation No.
爲方便資料輸入,請盡量用英文塡寫	地址;如用中文填寫,請你在	正遞交表格時出示附有英文均	也址的文件(例如水費單、電	費單、銀行信等)。
室 Flat/Roor	 n	 座 Block		李曆數請依升降機所用 場號,或以西式計算。
大廈名稱/門斯 上 上 地區 District		_	Street / Estate	* 香港 H.K. 1 九龍 Kln. 2 新界 N.T. 3
租訊地址(如與上方所填寫的不同): CORRESPONDENCE ADDRESS (if	different from that above):			
日間聯絡電話: AAY TIME CONTACT TEL. NO.:				

TD 151 (Rev. 7/2004) 請翻後頁 Please turn over

#### ### TO PIT OF	HI AND OF VEHICLE
車輛登記細節 PARTIC 類別 CLASS:	ULARS OF VEHICLE
車身底盤號碼/車輛識辨號碼	
聲明 DECI	LARATION
見聲明本的 I hereby declare that my	
† □ 車輛登記文件已 vehicle registration document is –	† □ 車輛牌照已 vehicle licence is –
□ 遺失 lost	□ 遺失 lost
本人已向警方報失,現附上警方發給的報失證明文件。如日後尋回車輛登記文件的原本,本人保證將其交回運輸署署長。 I have reported the loss to the Police. I enclose the certificate furnished by the Police. I undertake to return to the Commissioner for Transport the original registration document when found.	如日後尋回車輛牌照的原本,本人保證將其交回運輸署署長。 I undertake to return to the Commissioner for Transport the Original Vehicle licence when found.
□ 毀滅 destroyed	□ 毀滅 destroyed
本人己向警方報告毀壞情況,現附上警方發給的毀壞報告證明文件。 I have reported the destruction to the Police. I enclose the certificate furnished by the Police.	
□ 損毀 defaced	□ 遺失 defaced
現附上該損毀的車輛登記文件。 I enclose the defaced vehicle registration document.	現附上該損毀的車輛牌照。 I enclose the defaced vehicle licence.
本人現申請車輛登記文件複本。 I now apply for the issue of a duplicate vehicle registration document.	本人現申請車輛牌照複本。 I now apply for the issue of a duplicate vehicle licence.
本人明白,如明知車輛登記文件/車輛牌照的原本並無遺失或毀滅而以該原本道路交通(車輛登記及領牌)規例第六十條的規定,本人可被判罰款二千元。	已遺失或毀滅爲理由申請車輛登記文件/車輛牌照複本,根據香港法例第三七四章
現聲明,據本人所知,以上所塡報的一切資料均屬詳盡確實。本人明白,如故 款的規定,本人可被判罰款五千元及監禁六個月。	京意供給失實資料,根據香港法例第三七四章道路交通條例第一百一十一條第(3)
I understand that, if I apply for a duplicate vehicle registration document/vehicle likenowing that such original registration document/licence has not been lost or destroyed, Licensing of Vehicles) Regulations (Cap. 374) to a fine of \$2,000.	icence on the ground that the original registration document/licence is lost or destroyed I shall render myself liable under Regulation 60 of the Road Traffic (Registration and
I declare that to the best of my knowledge and belief the information given above is material particular, I shall render myself liable under Section 111(3) of the Road Traffic Or	true and complete. I understand that, if I knowingly make any statement which is false in rdinance (Cap. 374) to a fine of \$5,000 and imprisonment for six months.

登記車主簽署 Signature of Registered Owner..... 日期 Date

# 須知事項 NOTES FOR ATTENTION

# 須辦事項 REQUIREMENTS

申請	肯 <b>車輔登記文件複本</b> 時,請一併附上:——
	如車輛屬私人所擁有,請出示你的香港身份證 <b>正本</b> (如非香港居民,請出示護照正本);
	如車輛屬有限公司所擁有,請出示公司註冊證及由公司指定或授權的人士簽發的有效授權書;
	損毀的車輛登記文件或警方發給的報失/毀壞證明文件;及
	應繳的費用(如用支票繳費,請劃線並寫明「香港特別行政區政府」爲收款人)。
If yo	ou apply for a <b>duplicate vehicle registration document</b> , please also produce:—
	your <b>original</b> H.K. Identity Card or passport for non-identity card holders in the case of a private owner;
	in the case of a limited company, the Certificate of Incorporation together with an authorization letter issued and signed by a person nominated and authorized by tocompany;
	the defaced vehicle registration document or a Police certificate for the loss/destruction; and
	the appropriate fee. (Cheque should be made payable to 'The Government of the Hong Kong Special Administrative Region' and crossed.)
申請	馬 <b>車輌牌照複本</b> 時,請一併附上:——
	你的香港身份證,如非香港居民,請出示護照(如車輛屬私人所擁有);公司註冊證(如車輛屬有限公司所擁有);
	車輛登記文件;
	破損的牌照(如適用的話);及
	應繳的費用(如用支票繳費,請劃線並寫明「香港特別行政區政府」爲收款人)。
If yo	ou apply for a <b>duplicate vehicle licence</b> , please also produce:—
	your H.K. Identity Card or passport for non-identity card holders in the case of a private owner; the Certificate of Incorporation in the case of a Limited Company;
	the vehicle registration document;
	the defaced licence (if applicable); and
	the appropriate fee. (Cheques should be made payable to 'The Government of the Hong Kong Special Administrative Region' and crossed.)
	交回表格地點 PLACE OF SUBMISSION
填妥	於申請表格後,可親自或由代理人交回下列地點(如果申請由代理人遞交,代理人必須出示其本人身分證明文件,以作紀錄):—— (一) 香港金鐘道九十五號統一中心三樓運輸署香港牌照事務處;或 (二) 九龍長沙灣道三○三號長沙灣政府合署二樓運輸署九龍牌照事務處;或 (三) 九龍觀塘鯉魚門道十二號東九龍政府合署五字樓運輸署觀塘牌照事務處;或 (四) 新界沙田上禾輋路一號,沙田政府合署二樓運輸署沙田牌照事務處。
請注	全意以上四間牌照事務處的服務時間如下: 星期一至星期五 由上午九時至下午四時(午膳時間照常服務) 星期六 由上午九時至上午十一時三十分 星期日及公眾假期停止服務。
	can submit your application in Person or by agent to (if the application is submitted by an agent, the agent is required to produce his/her own original identity document for ord purpose):—
	<ol> <li>Transport Department Hong Kong Licensing Office at 3/F., United Centre, 95 Queensway, Hong Kong; or</li> <li>Transport Department Kowloon Licensing Office at 2/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon; or</li> <li>Transport Department Kwun Tong Licensing Office at 5/F., Kowloon East Government Offices, 12 Lei Yue Mun Road, Kowloon; or</li> <li>Transport Department Sha Tin Licensing Office at 2/F., Sha Tin Government Offices, No. 1 Sheung Wo Che Road, New Territories.</li> </ol>
Plea	Isse note that the above four Licensing offices' service hours are as follows:  Monday to Friday From 9:00 a.m. to 4:00 p.m. (Open during lunch hours)  Saturday From 9:00 a.m. to 11:30 a.m.
	The offices will be closed on Sunday and Public Holiday.

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

#### 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) 辦理有關審批你在本表格中所提出的申請的事務;
  - (b) 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)
  - (c) 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*)
  - (d) 辦理有關交通及運輸的事務;及
  - (e) 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

- B. 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;
  - (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

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 牌照事務組 行政主任/FRT 收啓

#### 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 in this form;
  - (b) 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)
  - (c) 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)
  - (d) activities relating to traffic and transport matters; and
  - (e) facilitating communication between 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 related organizations for the purposes mentioned in paragraph 1 above;
  - (b) any person for the purpose mentioned in paragraph 1(b) above; and
  - (c) tunnel companies and Tsing Ma Management Limited for execution of their statutory duties in traffic and transport matters.

# 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:

Executive Officer/FRT Licensing Section 3/F, United Centre 95 Queensway Hong Kong