

To : Director of Fire Services  
FSD File Ref. : \_\_\_\_\_

**Written Confirmation  
of Addition and Alteration Works  
for Renewal of Places of Public Entertainment Licence or  
Places of Amusement Licence**

Name of Business : \_\_\_\_\_

Business Address : \_\_\_\_\_

\_\_\_\_\_

I hereby confirm whether the following addition or alteration works have been conducted to the captioned premises since the date of last licence renewal: -

	Have been or being conducted (See Note)	Have not been conducted
(a) Obstruction to or sealing up of designed openable/breakable windows	<input type="checkbox"/>	<input type="checkbox"/>
(b) Replacement / Addition of combustibile materials used as false ceilings, partitions or wall furnishings	<input type="checkbox"/>	<input type="checkbox"/>
(c) Replacement / Addition of combustibile draperies and curtains	<input type="checkbox"/>	<input type="checkbox"/>
(d) Replacement / Addition of PU Foam filled mattresses or upholstered furniture	<input type="checkbox"/>	<input type="checkbox"/>

Please tick where appropriate.

Note :

If there have been addition or alteration works which involve any of the above items conducted since the date of last licence renewal, please make sure a copy of all supporting document(s) regarding the completed addition or alteration works (e.g. Certificate of fire service installations and equipment F.S.251) have been submitted and the supporting documents are valid at the time of licence renewal.

Authorized Signature and  
Company Chop \_\_\_\_\_

Name of Licensee \_\_\_\_\_

Date \_\_\_\_\_

致 : 消防處處長  
本處檔號 : \_\_\_\_\_

公眾娛樂場所或遊樂場所牌照續期  
加建或改裝工程書面確認表

商舖名稱 : \_\_\_\_\_  
商舖地址 : \_\_\_\_\_  
\_\_\_\_\_

本人現確認上述處所自上次牌照續期日至今是否有進行涉及下列事項的加建或改裝工程 :-

	已進行或正在進行 (見註)	沒有進行
(a) 阻塞或封閉預設可開啓/打碎的窗戶	<input type="checkbox"/>	<input type="checkbox"/>
(b) 更換/加裝假天花板、間隔或牆面裝飾的可燃物料	<input type="checkbox"/>	<input type="checkbox"/>
(c) 更換/加裝可燃的布簾及窗簾	<input type="checkbox"/>	<input type="checkbox"/>
(d) 更換或添置聚氨酯泡沫塑料襯墊家具/墊褥	<input type="checkbox"/>	<input type="checkbox"/>

請於適當的空格內填上「✓」號

註：

如上述處所自上次牌照續期至今曾經進行以上任何一項加建或改裝工程，申請人必須確保已提交完備的證明文件副本（例如消防裝置及設備證書 F.S.251）予本處及有關證明文件於續牌時仍然有效。

授權簽名及  
公司印章 \_\_\_\_\_  
持牌人名稱 \_\_\_\_\_  
日期 \_\_\_\_\_