《Electronic Submission of Liquor Licence Application Using Passwords》

29 June 2016



<u>Koutiable Commodities (Liquor)</u> Regulation 2015, Cap 109

- Electronic submission of liquor licence applications is allowed when accompanied by
 - > Digital signature

➤ Password assigned or approved by the Liquor Licensing Board (LLB)

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Existing Arrangement for Electronic Submission

Digital signature

- Only a small number of applicants equipped with a digital signature
- Low ultilisation rate of e-applications



Facilitation for E-Applications

Use of password assigned or approved by the LLB





fppt.com

Flowchart of E-Application

Application for **Renewal/Amendment** of Liquor Licences

Application for **New Issue/ Transfer** of Liquor Licences

Assign User Name and Password and

Apply for User Name and Password

Login the account via the "Online Licence Service www.licensing.gov.hk"

Complete application form

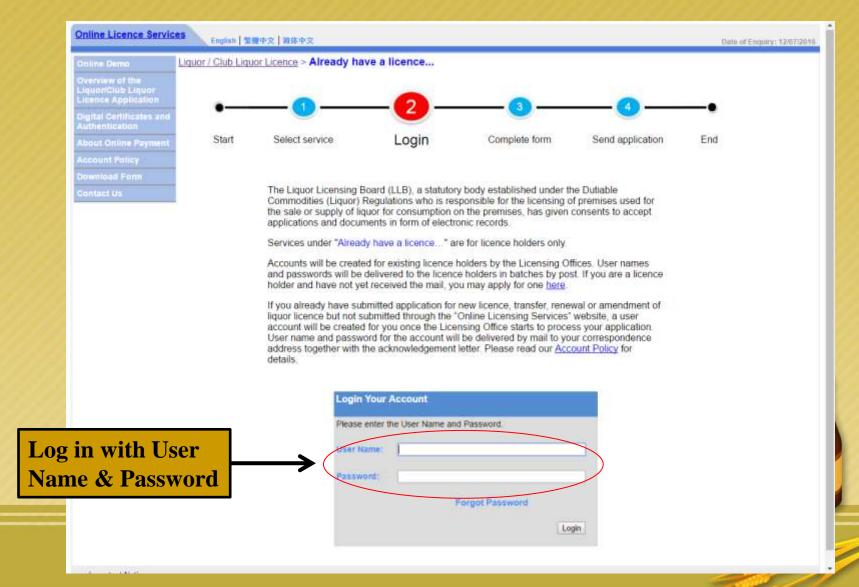
Check the pre-filled data and update/fill in relevant parts of the form requiring completion

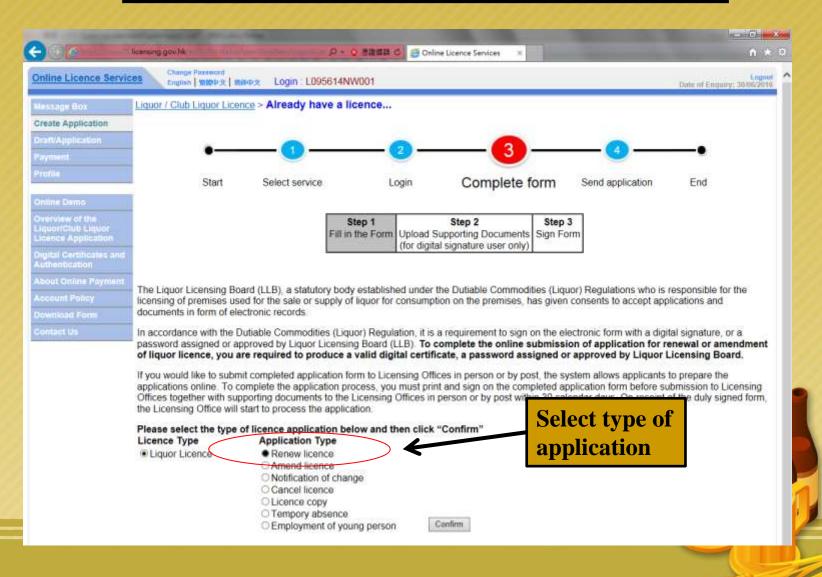
Sign and Submit

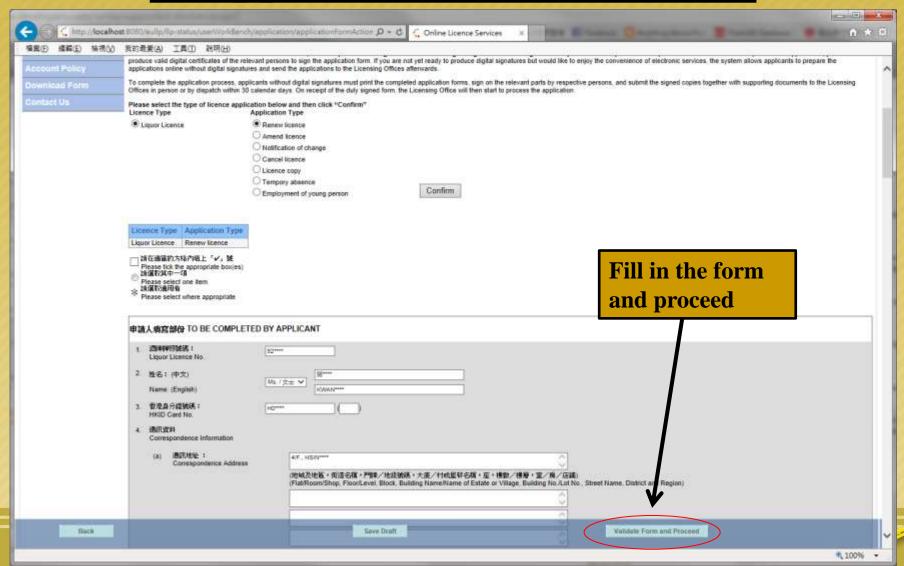
Check accuracy and data before signing by Password

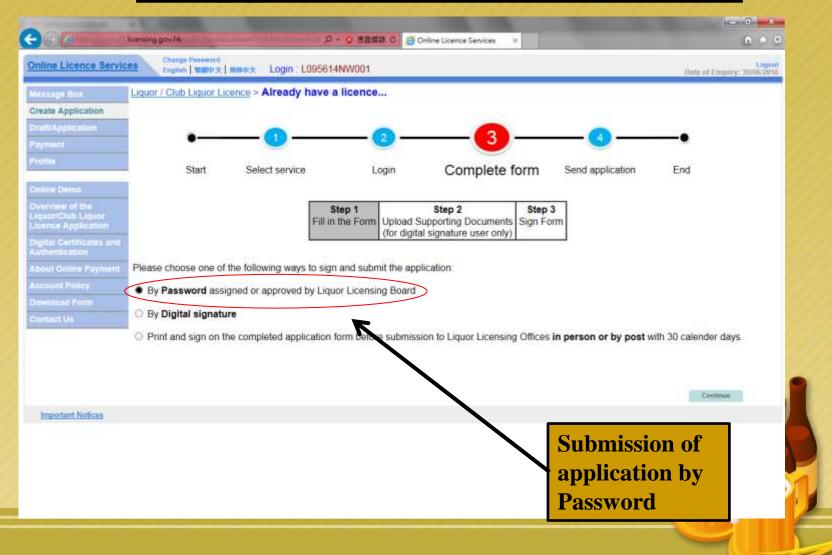
Licensing Office starts to process

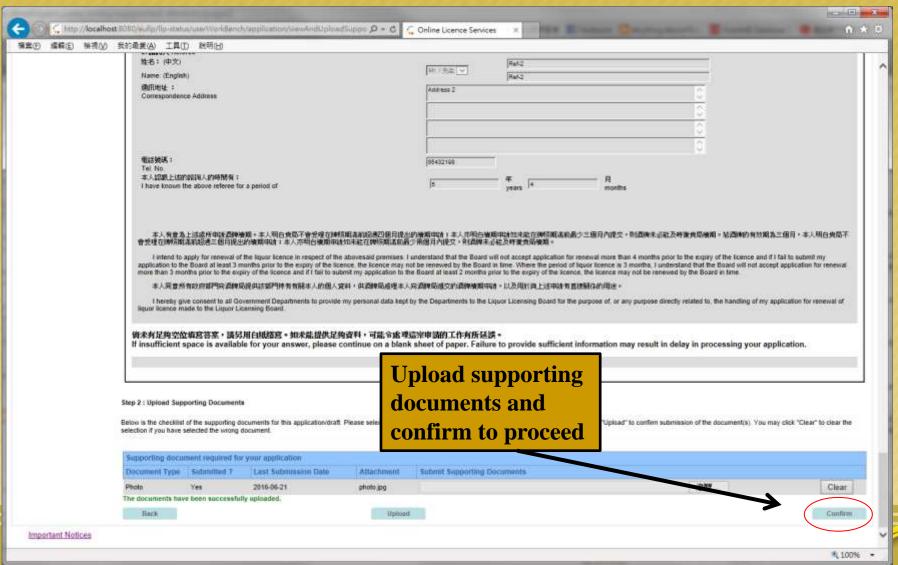


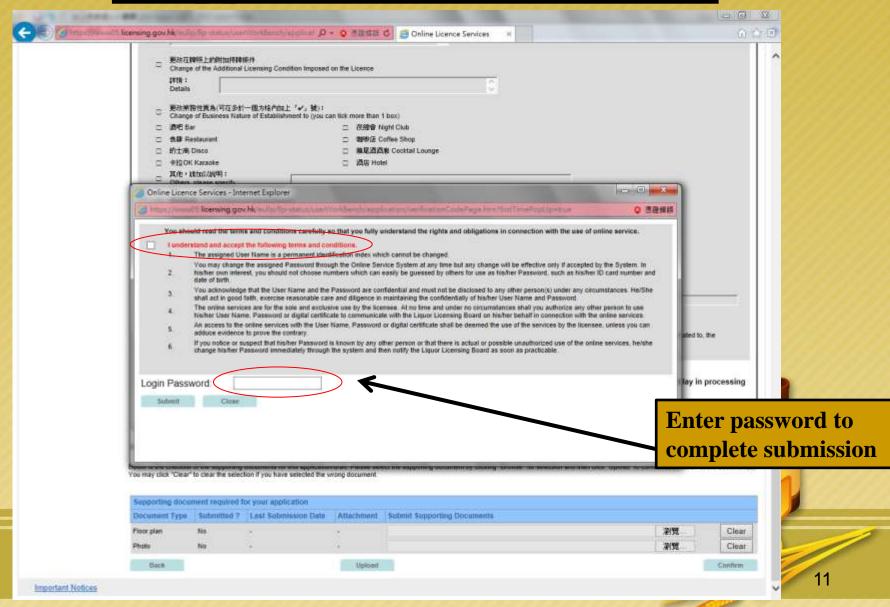


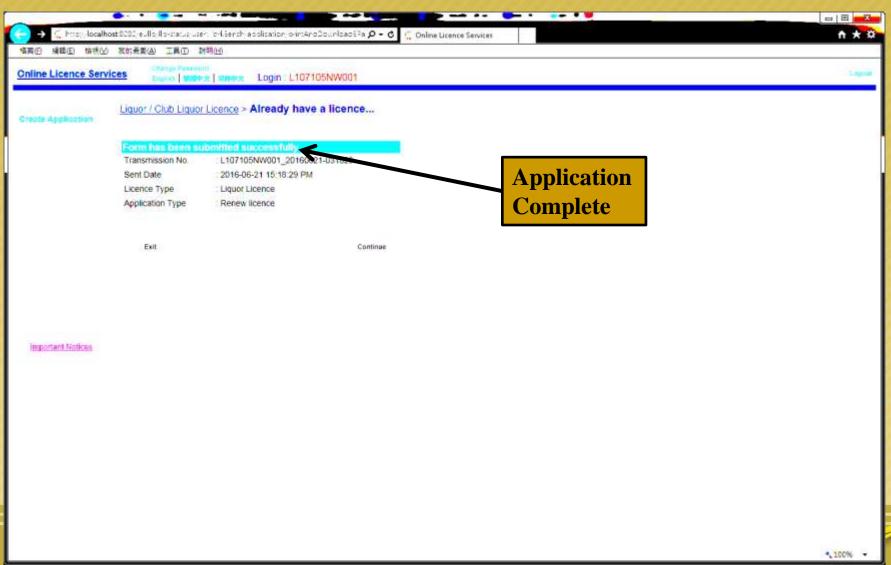












Implementation Timetable

First Phase

- Application of <u>renewal</u>/ <u>amendment</u> of liquor licences
- > July 2016

Second Phase

Application of <u>new issue</u>/ <u>transfer</u> of liquor licences

> October 2016

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Advantages

- **+** Convenient
- **4** Easy
- **↓** Fast
- **4** Green



The End Thank You

