

牌照／許可證續期申請書
Application for Renewal of Licence/Permit

填寫及交回申請書前，請先細閱夾附的《申請人須知》。

Please read the enclosed Notice to Applicant before completing this form and submitting the application.

持牌人／持證人姓名：_____

Name of licensee/permittee

香港身分證號碼／公司註冊證書號碼(如屬公司)*：_____

Hong Kong Identity Card no./Certificate of Incorporation no. (for companies)*

持牌人／持證人日間聯絡電話號碼／獲授權人士的姓名及電話號碼(如屬公司)*：_____

Daytime contact telephone no. of licensee/permittee/Name and telephone no. of the Authorised Person (for companies)*

如屬郵寄或投入本署牌照簽發辦事處收集箱的申請

For postal applications or applications dropped in the collection boxes at our licence issuing offices

請填上交來的支票金額\$_____、支票號碼_____及有關銀行名稱_____

A cheque for \$_____ for payment of the prescribed fee is attached. The bank name and cheque no. are:

選擇領取牌照／許可證的方法：

Select an option for collection of licence/permit

- 以掛號郵件寄往牌照地址／持牌人／持證人的通訊地址*
By registered mail to the address of licensed premises/correspondence address of the licensee/permittee*
- 親自／獲授權代表*到遞交有關申請書的牌照簽發辦事處領取(新牌照／許可證可於遞交申請五個工作天後領取)
Collect in person/by authorized representative* at the licence issuing office where the relevant application was returned (new licences/permits will be available for collection five working days after submission of application)

持牌人／持證人簽署／公司印章及獲授權人士簽署(如屬公司)*：_____

Signature of licensee/permittee/Company chop and signature of the Authorised Person (for companies)*

申請日期：_____

Date of application

授權書(如適用) Written Authorisation (if applicable)

本人現授權_____先生／女士*(獲授權代表姓名)，其香港身分證號碼為_____，代表本人申請及領取背頁所述的牌照／許可證。

I hereby authorise Mr./Ms.* _____ (name of authorised representative) with Hong Kong Identity Card no. _____ to renew and collect the licence/permit as described on the notice overleaf on my behalf.

持牌人／持證人簽署：_____

日期：_____

Signature of licensee/permittee

Date

獲授權代表簽署：_____

日期：_____

Signature of authorised representative

Date

此欄由本署填寫 For official use only

Processed by : Signature of Officer: _____ Name of Officer: _____ Date: _____	Checked and approved by : Signature of Officer: _____ Name of Officer: _____ Date: _____	Data input and updated by : Signature of Officer: _____ Name of Officer: _____ Date: _____
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* 請刪去不適用者
Please delete where appropriate.

請在適當方格內填上「✓」號
Please tick the appropriate box.