

申請發出牌照複本/識別標籤複本
APPLICATION FOR ISSUE OF
DUPLICATE LICENCE / IDENTIFICATION LABELS

1. 此表格只適用於下牌照及其電台：
 - (a) 專用移動無線電系統牌照
 - (b) 無線電商牌照(放寬限制)
 - (c) 實驗電台牌照
 - (d) 工業、科學及醫學電子器材牌照
 - (e) 私用無線電傳呼系統牌照
 - (f) 無線電測定以及指令、狀態及數據傳送牌照
 - (g) 自設對外電訊系統牌照
2. 填妥的申請表格，請以下列方式交回。
 - (a) 親自交回或郵寄至**通訊事務管理局辦公室牌照組**，地址為：**香港灣仔皇后大道東 213 號胡忠大廈 26 樓**
 - (b) 傳真至：3155 0987
 - (c) 電郵至 license.mrs@ofca.gov.hk
 - (d) 透過網上表格提交申請。
3. 發出牌照複本費用為**港幣 55 元**；識別標籤複本免費。
4. 接受以現金、劃線支票、銀行本票、「繳費靈」、「易辦事」或「轉數快」繳費櫃枱付款。如以劃線支票付款，請註明抬頭人為『通訊事務管理局辦公室』。恕不接受遠期支票。如使用非本地銀行的本票則額外的銀行手續費亦須一併繳付。付款辦法：
 - (a) 如親自前往通訊事務管理局辦公室牌照組，接受以現金、劃線支票、銀行本票、「易辦事」或「轉數快」繳費櫃枱付款；
 - (b) 如經互聯網、郵遞、傳真或電郵提交申請表格，可郵寄劃線支票或銀行本票至通訊辦牌照組收或憑帳單編號使用「繳費靈」付款，帳單編號（申請參考編號）會於網上申請完成後以電郵通知你。
5. 如申請獲得批准，本辦公室會將牌照以郵遞方式寄回給你。
6. 辦公時間為星期一至五上午八時三十分至下午十二時三十分及下午一時三十分至下午五時四十五分，星期六、日及公眾假期休息。如有任何查詢請電，請電 (852)2961 6672。

個人資料的說明

如對透過本申請表所收集的個人資料有疑問，包括如何提出查閱和改正個人資料的要求，請以書面方式向通訊事務管理局辦公室個人資料主任提出，地址為香港灣仔皇后大道東 213 號胡忠大廈 29 樓，傳真號碼 2591 0316。

申請發出牌照複本/識別標籤複本
**APPLICATION FOR ISSUE OF
DUPLICATE LICENCE / IDENTIFICATION LABELS**

1. This form is applicable to the following licences and their radio stations only:
 - (a) Private Mobile Radio System Licence
 - (b) Radio Dealers Licence (Unrestricted)
 - (c) Experimental Station Licence
 - (d) Industrial, Scientific and Medical Electronic Machine Licence
 - (e) Private Radio Paging System Licence
 - (f) Radiodetermination and Conveyance of Commands, Status and Data Licence
 - (g) Self-Provided External Telecommunications Licence
2. Please return the completed application form by any of the following methods.
 - (a) Application in person or by post to: **Licensing Office, OFCA, 26/F Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong**
 - (b) By fax to: 3155 0987
 - (c) By e-mail to *license.mrs@ofca.gov.hk*
 - (d) By submitting the online form
3. The fee for issue of a duplicate licence is **HK\$55**. Duplicate identification label is free of charge.
4. Payment can be made by cash, crossed cheque, bank draft, PPS, EPS or FPS at counter. If pay by cheque, please make the crossed cheque payable to "Office of the Communications Authority". Post-dated cheque will not be accepted. In case overseas bank draft is used, it must include any additional charges incurred by our local banks.
Payment methods:
 - (a) In person to Licensing office of OFCA, you may pay by cash, crossed cheque, EPS or FPS at counter
 - (b) If application is submitted online or by post, fax or e-mail, you may send a crossed cheque by post to Licensing office of OFCA or pay by PPS using the given bill number. The bill number (application reference number) will be emailed to you upon online submission
5. If the application is approved, the licence will be sent to you by post.
6. The opening hours are 8:30 am to 12:30 pm and 1:30 pm to 5:45 pm Monday to Friday. Office closes on Saturday, Sunday and Public Holidays. For enquiry, please phone (852) 2961 6672.

Notes About Personal Data

Enquiries concerning the personal data collected by means of this form, including the making of request for access and correction, should be submitted in writing to the Personal Data Officer, Office of the Communications Authority, 29/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong; or sent by fax to 2591 0316.

牌照複本 / 識別標籤複本申請表

APPLICATION FORM FOR DUPLICATE LICENCE / IDENTIFICATION LABELS

〔請在適當方格內加上✓號。Please enter✓in the appropriate check box.〕

1. 牌照複本 Duplicate Licence

(發出牌照複本收費55元 Fee for issue of duplicate Licence is \$55)

 專用移動無線電系統牌照號碼：

Private Mobile Radio System Licence No.

 其他牌照 Other Licences

牌照名稱 Name of Licence：

牌照號碼 Licence No.：

2. 識別標籤複本 (只限移動電台、手提通話機電台)

Duplicate Identification Label (for Mobile Station or Portable Transceiver only)

專用移動無線電系統牌照號碼：

Private Mobile Radio System Licence No.

 移動電台號碼 Mobile Station No. 手提通話機電台號碼 Portable Station No.

3. 持牌人資料 Particulars of Licensee

持牌人名稱：

Name of Licensee:

聯絡人姓名：

Name of Contact Person

地址 Address:

電話號碼：

Telephone No.

傳真號碼：

Fax No.

電郵地址：

E-mail

申請人全名：

Name of Applicant (in BLOCK letter)

日期：

Date

職位：

Position held

*申請人簽名及公司印鑑: _____

Signature of applicant & Company Chop

* 本表格如經網上提交，申請人不需要簽署及蓋印。

Signature and company chop are not required for application form submitted online.