

申請個人無線電測定以及指令、狀態及數據傳送牌照
APPLICATION FOR INDIVIDUAL RADIODETERMINATION AND CONVEYANCE OF
COMMANDS, STATUS AND DATA LICENCE FORM

填寫本表格前，請你閱讀以下資料。牌照申請指引刊載於通訊事務管理局網站(<http://www.coms-auth.hk>)。

1. 任何人士欲管有或使用無線電發射及／或接收裝置作無線電通訊、遠距指令、控制或其他用途，必須申請適當的電訊牌照。
2. 無線電測定以及指令、狀態及數據傳送牌照的牌費為每部發射器每年港幣八十元。交回申請表時，請勿附上任何牌照費用，一俟申請獲得批准，通訊事務管理局辦公室會通知申請人繳付牌照費用。
3. 申請人可授權代理人（以下稱為“代理人”）代為填寫及遞交申請表，代理人必須為有效的無線電商牌照〔放寬限制〕的持牌人。同時，一份由申請人簽發委託代理人代為申請牌照的有效授權書必須連同申請表一併遞交。該授權書須有簽發日期及申請人的簽署。授權書有效期限是簽發後十八個月，除非申請人另有書面說明，過期授權書不會被接受。
4. 所選用的無線電器材，必須已獲通訊事務管理局類型檢定。如須索取更多資料，請致電2961 6321本辦公室電訊標準組，或於本辦公室的網站(<http://www.ofca.gov.hk>)查閱經驗証的電訊設備名單。
5. 申請人的名稱及地址將用作為持牌人的名稱及地址。
6. 申請人須出示身份證或護照供通訊事務管理局辦公室人員查閱。如申請人選擇承擔提供身份證或護照副本所引致的風險，通訊事務管理局辦公室會考慮接受以文件副本申請。
7. 填妥的申請表格，請以下列方式交回。
 - (a) 親自前往或郵寄至**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 0985
 - (c) 電郵至 license.mis@ofca.gov.hk
 - (d) 透過網上表格提交申請，申請人必須是「iAM Smart」或「E-Cert」的持有人，以進行數碼簽署。
8. 所需證明文件，可於網上提交申請時按照指引上載或以下列方式遞交。
 - (a) 親自前往或郵寄至**通訊事務管理局辦公室牌照組**
 - (b) 傳真至：3155 0985
 - (c) 電郵至 license.mis@ofca.gov.hk
9. 如申請獲得批准，本辦公室會將牌照以郵遞方式寄回給你。
10. 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 2961 6772。

個人資料的說明

1. 透過本表格提供個人資料，屬自願性質。若你沒有提供足夠資料，通訊辦可能無法辦理你的申請。
2. 你所填寫的個人資料，將被通訊辦用以處理你的申請。
3. 你在本申請表上所填寫的個人資料，可能會披露給其他與評審申請有關的政府部門／機構。
4. 你有權要求查閱和改正你的個人資料。你查閱資料的權利包括取得本申請表上所載個人資料的副本，惟索取這些資料時或須繳費。
5. 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。

申請個人無線電測定以及指令、狀態及數據傳送牌照
APPLICATION FOR INDIVIDUAL RADIOTERMINATION AND CONVEYANCE OF
COMMANDS, STATUS AND DATA LICENCE FORM

Please read the information below before completing this application form. The Guidelines for Application of Licence is published at the Communications Authority ("CA") website (<http://www.coms-auth.hk>).

1. For a person to possess or use a radio transmitting and/or receiving equipment for radiocommunications, telecommand, control or other purposes, the person must apply for an appropriate telecommunications licence from the Communications Authority ("CA").
2. The licence fee for a Radiotermination and Conveyance of Commands, Status and Data Licence is HK\$80 per annum for each radio transmitter. Do not send any payment with your application. If your application is approved, we will notify you for the payment of the necessary licence fee.
3. Applicant may authorise an agent (hereafter called "Authorised Agent") to complete and submit this application form on his behalf. The Authorised Agent must be a licensed radio dealer holding a valid Radio Dealers Licence (Unrestricted). A valid letter of authorisation from the applicant authorising the agent to apply for the licence on the applicant's behalf MUST be enclosed with this application form. The authorisation letter should bear an issue date and the signature of the applicant. Unless it is specified by the applicant, an authorisation letter issued more than eighteen months will not be accepted.
4. The radio equipment used in your radio system must be type approved by the CA. For further information, please call our Standards Section at 2961 6321 or check the list of certified telecommunications equipment at OFCA website (<http://www.ofca.gov.hk>).
5. The name and address of the applicant will be used as the name and address of the Licensee.
6. The applicant is required to produce the HK Identity Card or Passport for inspection. However, OFCA will also accept copy of the above document provided the applicant accepts that sending copy of the document is at the applicant's own risk.
7. 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 0985
 - (c) By e-mail to license.mis@ofca.gov.hk
 - (d) By submitting the online form, the applicant MUST be a holder of either "iAM Smart" or "E-Cert" for digital signing purposes.
8. The required supporting documents may be uploaded following the instruction if the application is submitted online or submitted by any of the following methods.
 - (a) In person or by post to Licensing office of OFCA
 - (b) By fax to: 3155 0985
 - (c) By e-mail to license.mis@ofca.gov.hk
9. If the application is approved, the licence will be sent to you by post.
10. 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 call 2961 6772.

Notes about Personal Data

1. The provision of personal data by means of this application form is voluntary. If you do not provide sufficient information, OFCA may not be able to process your application.
2. The personal data provided by you will be used by OFCA for processing your application made in this form.
3. The personal data you provide by means of this form may be disclosed to other government departments/agencies in connection with the assessment of your application.
4. You have a right of request for access and correction with respect to personal data. Your right of access includes the right to obtain a copy of your personal data provided by this application form, though a charge may be levied on obtaining such information.
5. 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.

申請個人無線電測定以及指令、狀態及數據傳送牌照

APPLICATION FOR INDIVIDUAL RADIODETERMINATION AND CONVEYANCE OF COMMANDS, STATUS AND DATA LICENCE FORM

申請人資料 PARTICULARS OF APPLICANT:

閣下是否持有由通訊事務管理局發給有效的無線電測定以及指令、狀態及數據傳送牌照?

Are you holding a valid Radiotermination and Conveyance of Commands, Status and Data Licence issued by the Communications Authority?

- 請提供檔案或牌照號碼 Please give the file or licence number _____
- 否 NO 申請表須連同證明文件一併遞交。 Supporting documents must be enclosed with the application.

 先生 Mr.

申請人名稱:

 女士 Ms.

Name of Applicant: (英文, 請用正楷) (In English BLOCK letters)

(中文) (In Chinese)

香港身份證號碼/護照號碼:

H.K.ID No./Passport No.: _____

地址 Address:

電話號碼:

Telephone No. _____

傳真號碼:

Fax No. _____

電郵地址:

E-mail Address _____

聯絡人資料 CONTACT PERSON INFORMATION:

姓名:

Name _____

地址 Address: (如與上址不同 if different from above)

電話號碼:

Telephone No. _____

傳真號碼:

Fax No. _____

電郵地址:

E-mail Address _____

授權代理人 AUTHORISED AGENT: (請看申請資料第3段 See paragraph 3 of the information notes)

(若你想授權代理人代你申請牌照, 請填寫下列資料。你並非必須委託任何人代你申請牌照。)

(Complete only if you wish to authorise an agent to apply for the licence on your behalf. It is NOT compulsory to appoint an authorised agent.)

授權代理人的公司名稱:

Company Name of Authorised Agent _____

電話號碼:

Telephone No. _____

傳真號碼:

Fax No. _____

電郵地址:

E-mail Address _____

無線電商牌照(放寬限制)號碼 Radio Dealers Licence (Unrestricted) No.:

_____ **RU**

(注意: 一份由申請人簽發委託代理人代為申請牌照的有效授權書必須連同申請表一併遞交)

(Attention: A valid authorisation letter from the applicant authorising the agent to apply for the licence on the behalf of the applicant must be enclosed with this application form.)

設備資料 EQUIPMENT INFORMATION:

擬設置無線電系統的用途 Purpose of the proposed radio system:

器具的詳細資料 Details of the apparatus (第一部份 Part 1):

項目 Item No.	器具裝設地點 Address at which the apparatus is to be installed	廠名 Make	型號 Type	機身編號 Serial No.	頻率(兆赫) Frequency (MHz)
1.					
2.					
3.					
4.					
5.					

器具的詳細資料 Details of the apparatus (第二部份 Part 2):

項目 Item No.	最大有效輻射 功率〔瓦特〕 Maximum Effective Radiated Power (Watt)	最大頻差容限 Maximum frequency tolerance	發射類別 Class of emission	天線特性 Aerial characteristics	在指明距離的場 強 Field strength at specified distance	其他性能及技術 標準 Other performance and technical standards
1.						
2.						
3.						
4.						
5.						

如申請牌照的器具超過五件，請複製本頁以填寫其餘的資料。如要網上提交申請，你可儲存此表格重覆使用，每份表格只可填寫五件器具的資料，並於完成後使用表格上的「提交」按鈕提交。

If you are applying licence for more than 5 apparatus, please give details of the rest on a copy of this page. For applications to be submitted online, you may reuse this form by saving a copy and then enter the equipment information for other apparatus on a separate form. Each form has to be submitted separately by using the "Submit" button on this form.

聲明 DECLARATION:

本人擬申請無線電測定以及指令、狀態及數據傳送牌照，本人聲明本申請表內所填報的資料全部真實及正確無誤。

I wish to apply for a Radiotermination and Conveyance of Commands, Status and Data Licence. I declare that the information given in this application form is true and correct.

申請人全名: _____ 日期: _____
Name (in BLOCK letter) _____ Date _____

* 申請人簽名: _____
Signature of applicant

* 如經網上提交個人申請時，申請人必須是「iAM Smart」或「E-Cert」的持有人，以進行數碼簽署。

***When submitting an individual application online, the applicant must be a holder of either "iAM Smart" or "E-Cert" for digital signing purposes.**