

**申請私用無線電傳呼系統牌照**  
**APPLICATION FOR PRIVATE RADIO PAGING SYSTEM LICENCE**

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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. 私用無線電傳呼系統牌照年費由兩部份構成：每個固定發射電台港幣750元，每部傳呼機港幣80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你有關的指配頻率並寄上電台附表給你填寫。當你收到電台附表後，請盡快填妥並連同應繳的牌照費用交回本辦公室。
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，申請人的簽署及公司的蓋印（如適用）。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. 申請時需要提交以下證明文件。
  - (a) 如公司的組織情形為根據公司條例註冊的「有限公司」，所需文件為：
    - 有效商業登記證副本；及
    - 公司註冊證書副本。
  - (b) 如公司的組織情形為「獨資」或「合夥」經營，所需文件為：
    - 有效商業登記證副本；及
    - 由香港商業登記署所簽發的該公司現時於商業登記冊內的資料摘錄核證本（即表格1(甲) 或 表格1(丙)）。
  - (c) 呈交的商業登記證副本必須包括機印部份，即顯示有繳費日期，收條號碼及繳付的款項。
6. 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](mailto:license.mis@ofca.gov.hk)
  - (d) 使用本表格的「提交」按鈕作網上申請
7. 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](mailto:license.mis@ofca.gov.hk)
8. 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。

申請私用無線電傳呼系統牌照  
**APPLICATION FOR PRIVATE RADIO PAGING SYSTEM LICENCE**

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Please read the information below before completing this application form. The Guidelines for Application of Licence is published at the Communications Authority 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 annual licence fees for a Private Radio Paging System Licence consist of the following elements: HK\$750 for each fixed transmitting station and HK\$80 for each paging receiver. Do not send any payment with your application. If your application is approved, you will be given a frequency assignment and a blank schedule form for you to complete. You should then complete and return the schedule form together with the payment for 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, signature and a company chop (if applicable) 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 following documents are required to support this application:
  - (a) If the status of your company is a "Limited Company" incorporated under the Companies Ordinance, the required supporting documents are:
    - a copy of the valid Business Registration Certificate; AND
    - a copy of Certificate of Incorporation.
  - (b) If the status of your company is "Sole Proprietorship" or "Partnership", the required supporting documents are:
    - a copy of the valid Business Registration Certificate; AND
    - a current Certified Extracts of Information on the Business Register issued by the Business Registration Office, Hong Kong (Form 1(a) or Form 1(c) as appropriate).
  - (c) Copy of the Business Registration Certificate submitted must include the bottom part with a machine-printed column showing the date of payment, the receipt number and the amount paid.
6. 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](mailto:license.mis@ofca.gov.hk)
  - (d) Use the “Submit” button in this form to submit the application online
7. 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](mailto:license.mis@ofca.gov.hk)
8. 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 2961 6772.

**私用無線電傳呼系統牌照申請表**

**PRIVATE RADIO PAGING SYSTEM LICENCE APPLICATION FORM**

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

**申請人資料 PARTICULARS OF APPLICANT:**

申請人名稱: \_\_\_\_\_  
Name of Applicant: (英文, 請用正楷) (In English BLOCK letters)

\_\_\_\_\_  
(中文, 如適用者) (In Chinese, if applicable)

公司的組織情形: 獨資 / 合夥 / 有限公司  
Status of Company Sole Proprietorship / Partnership / Limited Company

商業登記証號  
碼: \_\_\_\_\_  
Business Registration Certificate No.

地址 Address: \_\_\_\_\_

電話號碼: \_\_\_\_\_ 傳真號碼: \_\_\_\_\_  
Telephone No. Fax No.

電郵地址: \_\_\_\_\_  
E-mail

業務性質: \_\_\_\_\_  
Nature of Business

**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: \_\_\_\_\_ 傳真號碼: \_\_\_\_\_  
Telephone No. Fax No.

電郵地址: \_\_\_\_\_  
E-mail

**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: \_\_\_\_\_ 傳真號碼: \_\_\_\_\_  
Telephone No. Fax No.

電郵地址: \_\_\_\_\_  
E-mail

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

**技術資料 TECHNICAL INFORMATION:**

1. 固定電台裝設地點：  
Fixed station installation address \_\_\_\_\_
2. 天線特性：  
Aerial characteristics \_\_\_\_\_
3. 天線類型：  
Aerial type \_\_\_\_\_
4. 相對於半波偶極子的天線增益：  
Aerial gain relative to a half-wave dipole \_\_\_\_\_ 分貝 dB
5. 天線自地面起計高度：  
Height of aerial above ground level \_\_\_\_\_ 米 metres
6. 設備的廠名及型號 Equipment Make & Model  
固定發射電台：  
Fixed transmitting station \_\_\_\_\_  
傳呼機：  
Paging receivers \_\_\_\_\_
7. 傳呼機的估計數量：  
Estimated number of paging receivers \_\_\_\_\_

**聲明 DECLARATION:**

本人/我們擬申請私用無線電傳呼系統牌照，本人/我們聲明本申請表內所填報的資料全部真實及正確無誤。

本人/我們 並同意下列有關頻率指配的條件：

- (a) 通訊事務管理局如認為有需要，頻率指配會在用戶共用頻率的情況下進行。通訊事務管理局保留更改指配予任何申請人/持牌人之頻率的權利。因進行此等更改而構成的費用須由申請人/持牌人承擔；及
- (b) 倘在頻率指配日期起計六個月內或頻率指配信內的指定期限前仍未開始使用該固定電台而又不能提出合理解釋者，其獲指配的頻率將會被撤回。除特別情形下，申請延期將不獲考慮。

I/We wish to apply for a Private Radio Paging System Licence. I/We declare that the information given in this application form is true and correct.

I/We also agree to the following conditions in connection with my/our frequency assignment:

- (a) Radio frequency assignment is given on a shared basis with other licensed users. The Communications Authority reserves the right to change the frequencies assigned to any applicant/licensee. Any expenses incurred in implementing such a change will be the responsibility of the applicant/licensee; and
- (b) The assigned frequencies will be withdrawn if the system is not activated within six months from the date of assignment or before the expiry date specified in the assignment letter. Extension will only be considered in exceptional cases.

申請人全名： \_\_\_\_\_ 日期： \_\_\_\_\_  
Name (in BLOCK letter) \_\_\_\_\_ 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.