

申請航空器電台牌照 Application for Aircraft Station Licence

填寫本表格前，請你閱讀以下資料和在通訊事務管理局（通訊局）網頁（<https://www.coms-auth.hk>）的「航空器電台牌照申請指引」。

1. 擬在香港民航處註冊的航空器上管有、設置及維持或使用無線電通訊電台作無線電通訊用途的人士，須領有航空器電台牌照。
2. 航空器電台牌照的牌費為每年港幣 150 元。
3. 申請時需要提交以下證明文件：
 - (a) 由香港民航處簽發的航空器註冊證明書副本。
 - (b) (i) 如航空器屬香港特別行政區永久居民或中國公民擁有：
 - 航空器擁有人的香港身份證或護照副本。
 (ii) 如航空器屬公司擁有：
 - 有效商業登記證副本；及
 - 公司註冊證明書副本（如適用）。
 - (c) 由香港民航處簽發的航空器無線電裝置許可證副本。
（注意：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。如未能呈交所有證件，申請將不獲處理。）
4. 填妥的申請表格，請以下列方式提交：
 - (a) 親自前往或郵寄至通訊事務管理局辦公室（通訊辦）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 0986；
 - (c) 電郵至 license.mob@ofca.gov.hk；或
 - (d) 使用網上表格（<https://eform.one.gov.hk/form/oca018/>）作網上申請。
5. 所需證明文件，請以下列方式提交：
 - (a) 親自前往或郵寄至通訊辦牌照組；
 - (b) 傳真至 3155 0986；或
 - (c) 電郵至 license.mob@ofca.gov.hk。
6. 接受以現金、繳費靈、支票或「易辦事」付款。如以支票付款，請劃線並註明抬頭人為『通訊事務管理局辦公室』。付款辦法：
 - (a) 如親自前往通訊辦牌照組，接受以現金、「易辦事」或劃線支票付款；
 - (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。
7. 如申請獲得批准，牌照將會經由民航處轉交給你。
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。
9. 如有任何查詢，請電 **2961 6282**。

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，被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。

Please read the information below and the “Guidelines for Application for Aircraft Station Licence” in the Communications Authority’s (CA’s) website (<https://www.coms-auth.hk>) before completing this application form.

1. An Aircraft Station Licence should be obtained before a person possesses, establishes and maintains or uses a radiocommunications station for radiocommunications on board an aircraft registered by Hong Kong Civil Aviation Department.
2. The annual licence fee for an Aircraft Station Licence is HK\$150.
3. The following documents are required to support this application:
 - (a) Copy of the Certificate of Registration of the aircraft issued by the Hong Kong Civil Aviation Department.
 - (b) (i) If the Aircraft is owned by a permanent resident of the HKSAR or a Chinese citizen :
 - Copy of the Hong Kong Identity Card (HKID) or passport of the owner.
 (ii) If the Aircraft is owned by a company:
 - Copy of the valid Business Registration Certificate; **AND**
 - Copy of Certificate of Incorporation (if applicable).
 - (c) Copy of the Approval of Aircraft Radio Installation issued by the Hong Kong Civil Aviation Department.

(Attention: 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. Application with insufficient supporting document will **not** be processed.)
4. Please submit the completed application form by any of the following methods:
 - (a) Application in person or by post to: **Licensing Office, Office of the Communications Authority (OFCA), 26/F Wu Chung House, 213 Queen’s Road East, Wan Chai, Hong Kong;**
 - (b) By fax to 3155 0986;
 - (c) By e-mail to license.mob@ofca.gov.hk; **OR**
 - (d) Use the online form (<https://eform.one.gov.hk/form/oca018/>) to submit the application online.
5. Please submit the supporting documents by any of the following methods:
 - (a) In person or by post to Licensing Office of OFCA;
 - (b) By fax to 3155 0986; **OR**
 - (c) By e-mail to license.mob@ofca.gov.hk.
6. Payment can be made by cash, PPS, cheque or EPS. For payment by cheque, please make the crossed cheque payable to "Office of the Communications Authority". Payment methods:
 - (a) In person to Licensing Office of OFCA, you may pay by cash, EPS or crossed cheque;
 - (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.
7. If the application is **approved**, the licence will be given to you via Civil Aviation Department.
8. The opening hours are 8:30 am to 12:30 pm and 1:30 pm to 5:45 pm Monday to Friday. The office will close on Saturday, Sunday and Public Holidays.
9. For enquiry, please phone **2961 6282**.

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.
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航空器電台牌照申請表
AIRCRAFT STATION LICENCE APPLICATION FORM

航空器擁有人資料

PARTICULARS OF AIRCRAFT OWNER

(請用正楷填寫及在適當方格內加上 ✓ 號 Please fill in BLOCK letters and enter ✓ in the appropriate check box)

航空器擁有人情形 | 香港特別行政區永久居民 / | 中國公民 / | 公司
 Aircraft Owner Status: Permanent Resident of HKSAR / Chinese Citizen / Company

名稱

Name:

英文 (姓氏先行) In English (Surname first)

中文 (如適用) In Chinese (if applicable)

香港身份證號碼/護照號碼 (如適用)

HKID No./ Passport No. (if applicable):

簽發機構

Issuing Authority:

商業登記證號碼 (如適用)

Business Registration Certificate No. (if applicable):

註冊地址

Registered Address:

電話號碼

Telephone No.:

傳真號碼

Fax No.:

辦公室 Office

流動 Mobile

電郵地址

E-mail Address:

聯絡人資料

CONTACT PERSON INFORMATION:

姓名

Name:

地址

Address:

電話號碼

Telephone No.:

傳真號碼

Fax No.:

辦公室 Office

流動 Mobile

電郵地址

E-mail Address:

航空器資料

PARTICULARS OF AIRCRAFT

登記標誌

Registration Mark:

呼號

Call Sign:

其他識別

Other Identification:

航空器類別

Type of Aircraft:

無線電裝備資料

PARTICULARS OF RADIO EQUIPMENT

(請在適當方格內加上 ✓ 號並填寫所需的資料。 Please enter ✓ in the appropriate box and fill in the required information.)

高頻發送機 設備數目 廠製 型號
 HF Transmitter: No. of sets: _____ Make: _____ Model: _____

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

甚高頻發送機 設備數目 廠製 型號
 VHF Transmitter: No. of sets: _____ Make: _____ Model: _____

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

緊急示位發射機 設備數目 廠製 型號
 Emergency Locator Transmitter (ELT): No. of sets: _____ Make: _____ Model: _____

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

雷達 設備數目 廠製 型號
 Radars: No. of sets: _____ Make: _____ Model: _____

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

國際移動衛星組織航空設備數目 廠製 型號
 器地球站 No. of sets: _____ Make: _____ Model: _____

Inmarsat Aircraft Earth Stations:

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

其他設備 (請註明) 設備數目 廠製 型號
 Others (Please specify): No. of sets: _____ Make: _____ Model: _____

功率 發射類別 頻帶或指配頻率
 Power: _____ Class of Emission: _____ Freq. Bands/Assigned Freq.: _____

申請人聲明

DECLARATION OF APPLICANT

本人/我們茲聲明本人/我們在此表格及所呈交文件內所提供的內容及資料,就本人/我們所知及相信均屬真實、正確及完整。

I/We hereby declare that the information and particulars given by me/us in this form and in the documents submitted are to the best of my/our knowledge true, correct and completed.

申請人簽名
 Signature of Applicant: _____

申請人姓名
 Name of Applicant: _____

職位
 Position Held: _____

日期
 Date: _____

(如航空器為公司擁有,請蓋上公司印鑑)
 (Company chop is required for company owned aircraft)