

申請自設對外電訊系統牌照 – 國際移動衛星陸上移動地球站
Application for Self-Provided External Telecommunications System (SPETS) Licence
INMARSAT Land Mobile Station

填寫本表格前，請你閱讀以下資料。

1. 擬在香港管有、設置及維持或使用國際移動衛星陸上移動地球站作無線電通訊用途的人士，須領有自設對外電訊系統牌照。
2. 自設對外電訊系統牌照的牌費為每年港幣750元。
3. 在第一次申請牌照時，需繳交港幣5,000元作為初次登記費。
4. 申請時需要提交以下證明文件 -
 - (a) 如國際移動衛星陸上移動地球站屬個人擁有 -
 - 擁有人的香港身份證或護照副本。
 - (b) 如國際移動衛星陸上移動地球站屬公司擁有 -
 - 有效商業登記證副本；及
 - 公司註冊證書副本（如適用）。

（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。）
5. 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 0985；
 - (c) 電郵至 license.mis@ofca.gov.hk；或
 - (d) 使用本表格的「提交」按鈕作網上申請。
6. 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 0985；或
 - (c) 電郵至 license.mis@ofca.gov.hk。
7. 接受以現金、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) 如申請表格經郵寄、傳真或電郵提交，可郵寄劃線支票至通訊辦牌照組收；或
 - (c) 如經網上申請，可郵寄劃線支票至通訊辦牌照組。
8. 如申請獲得批准，本辦公室會將牌照以郵遞方式寄回給你。
9. 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。
10. 如有任何查詢，請電 2961 6671。

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。

Please read the information below before completing this application form.

1. A Self-Provided External Telecommunications System Licence should be obtained before a person possesses, establishes and maintains or uses an Inmarsat land mobile station for radiocommunications in Hong Kong.
2. The annual licence fee for a Self-Provided External Telecommunications System Licence is HK\$750.
3. A charge of HK\$5,000 is required for initial application.
4. The following documents are required to support this application -
 - (a) if the Inmarsat land mobile station is owned by an individual -
 - copy of the Hong Kong Identity Card (HKID) or passport of the owner.
 - (b) if the Inmarsat land mobile station is owned by a company -
 - copy of the valid Business Registration Certificate; **AND**
 - copy of Certificate of Incorporation (if applicable).

(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.)
5. 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 0985;
 - (c) by e-mail to license.mis@ofca.gov.hk **OR**
 - (d) use the "Submit" button in this form to submit the application online.
6. 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 0985; **OR**
 - (c) by e-mail to license.mis@ofca.gov.hk.
7. Payment can be made by cash, 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.
8. If the application is approved, the licence will be sent to you by post.
9. 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.
10. For enquiry, please phone **2961 6671**.

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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 Self-Provided External Telecommunications System (SPETS) Licence
 INMARSAT Land Mobile Station Application Form

申請人的資料

PARTICULARS OF APPLICANT

(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)

- 該國際移動衛星陸上移動地球站是由以下個人所擁有
 The Inmarsat Land Mobile station is owned by the following individual

英文姓名

Name in English: _____
 (姓氏先行 Surname first)

中文姓名

Name in Chinese: _____
 (如適用 If applicable)

香港身份證／護照號碼

簽發機構

HKID/Passport No. : _____ Issuing Authority: _____

- 該國際移動衛星陸上移動地球站是由以下公司所擁有
 The Inmarsat Land Mobile station is owned by the following company

英文公司名稱

Company Name in English: _____

中文名稱

Name in Chinese: _____
 (如適用 If applicable)

公司註冊證書號碼

商業登記證號碼

Certificate of Incorporation No.: _____ Business Registration Cert. No.: _____

公司授權人

公司授權信〔如有〕

Authorized Person: _____

Authorized Letter (if any)

公司註冊地址

Company Registration Address: _____

通訊地址

Corresponding address: _____

聯絡電話號碼

傳真號碼

Contact Telephone No.: _____ Facsimile No.: _____

電郵地址

E-mail Address: _____

國際移動衛星陸上移動地球站的資料

PARTICULARS OF INMARSAT LAND MOBILE EARTH STATION EQUIPMENT

儀器類別 手提式 手提肩扶式
 Type of equipment: Portable Transportable

國際移動衛星陸上移動地球站編號〔如有〕 混合電子編號
 Inmarsat Land Mobile No. (if any): _____ Hybrid ISN No.: _____

製造商名稱 型號 機身編號
 Make: _____ Model: _____ Equipment Serial No.: _____

發射類別 發射功率 發射／接收頻率
 Class of Emission: _____ Tx Power: _____ Tx/Rx Frequencies: _____ / _____

申請人的聲明

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.

申請人或公司授權人簽名*
 Signature of Applicant/
 Company Authorised Person *: _____

申請人或公司授權人姓名
 Name of Applicant/
 Company Authorised Person: _____

公司授權人職位
 Position Held by
 Company Authorised Person: _____

日期
 Date: _____

(如國際移動衛星陸上移動地球站為公司擁有，請蓋上公司印鑑*)
 (Company chop is required for company owned Inmarsat land mobile station *)

* 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.