



注意 (i) 填寫本申請書前，請先閱讀背頁的「收集個人資料的目的」。  
Note: Before completing this form, please read the "Statement of Purpose" overleaf.  
(ii) 請用黑色或藍色筆以正楷填寫本申請書。  
Please complete this form in BLOCK letters using black or blue pen.  
(iii)  請在適當方格內填上「✓」號。  
 Please tick as appropriate.

警告 如就此項申請作出虛假陳述或填報失實資料，即屬違法。  
Warning: It is an offence in law to furnish any false statement or information relating to this application.

<p><b>1. 護照類別</b> Type of Passport</p> <p><input type="checkbox"/> 三十二頁 32 pages</p> <p><input type="checkbox"/> 四十八頁 48 pages</p>	<p><b>2. 申請類別</b> Type of Application</p> <p><input type="checkbox"/> 首次申請 First application    <input type="checkbox"/> 換領 Renewal</p> <p><input type="checkbox"/> 因遺失 / 損毀 / 更改個人資料的申請 Application due to loss / damage / amendment of personal particulars</p>
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**3. 領證方式** Means of Collection

於以下辦事處領取 At collection office below  於「領取護照服務站／領取個人證件服務站」領取 [只適用指定領證辦事處] At Passport Collection Kiosk / Personal Documentation Collection Kiosk [for designated collection offices only]

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[有關領證辦事處簡碼及「領取護照服務站／領取個人證件服務站」的資料，請參閱申請書背頁] [Please see the back of the application form for collection office code and information on Passport Collection Kiosk / Personal Documentation Collection Kiosk]

**4. 個人資料** (以香港永久性居民身份證所載者為準) **Personal Particulars** (As stated on Hong Kong permanent identity card)

姓 (中文) Surname in Chinese		姓 (英文) Surname in English	
名 (中文) Given names in Chinese		名 (英文) Given names in English	
性別 Sex	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	出生日期 Date of birth	日 dd    月 mm    年 yyyy
香港永久性居民身份證號碼 HK permanent identity card no.		簽發日期 Date of Issue	
( )		日 dd    月 mm    年 yy	
出生地點 Place of Birth			
中國 China		其他國家 Other Country	
<input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 澳門 Macao <input type="checkbox"/> 台灣 Taiwan <input type="checkbox"/> 內地 Mainland ( ) (請註明省、直轄市或自治區名稱 Please state the name of the province, municipality or autonomous region)		<input type="checkbox"/> ( ) (請註明國家名稱 Please state country name)	

此欄由辦理  
機關處理  
For Official  
Use Only

住址或電郵地址 (請於邊界內填寫) Address or Email Address (Please fill in within border)

電話號碼 Contact telephone no.

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此電話號碼可接收短訊 This telephone number can receive Short Message Service (SMS) notification

**5. 附加資料(如有) Additional Information (if any)**

本人申領帶有點字的香港特區護照(視障人士適用) I apply for a passport with braille printing (applicable to the visually impaired persons)

**6. 十六及十七歲申請人的父、母或合法監護人同意書** Consent from Parent or Legal Guardian of Applicant Aged 16 and 17

本人，即下開簽署人，現謹此聲明：  
I, the undersigned, declare that:

(1) 本人乃申請人的  
My relationship with the applicant is  
 母親 mother     父親 father     法庭頒令監護人 legal guardian (by court order)     獲授權的監護人 legal guardian (by authorisation)

中文姓名 Name in Chinese ( )

英文姓名 Name in English ( )

日期 Date 日 dd    月 mm    年 yyyy

香港身份證號碼 HK identity card no. ( )

如非香港居民，請填寫旅行證件類別及號碼  
For non-HK resident, please state travel document type and no. ( )

簽署 Signature ( )

**7. 申請人聲明書** Declaration of Applicant

本人，即下開簽署人，現謹此聲明：  
I, the undersigned, declare that:

(1) 本人是中國公民及本人從未向入境事務處作出變更國籍的聲明。  
I am a Chinese citizen and I have not made any declaration of change of nationality to the Immigration Department.

(2) 本人作此申請時身在香港特別行政區。  
I am present in the Hong Kong Special Administrative Region when I make this application.

日期 Date 日 dd    月 mm    年 yyyy

(3) 就本人所知及相信，此申請書所填報的資料均屬正確無誤。  
The information given in this application is correct to the best of my knowledge and belief.

(4) 本人同意為處理此項申請而須進行的任何查詢。  
I consent to the making of any enquiries necessary for the processing of this application.

申請人簽署  
Signature of Applicant ( )

(請於邊界內簽署 Please sign within border)



## 申請／領取新護照的辦事處的簡碼及地址 Application/Collection Office Code and Location

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### 港島區簽發旅行證件辦事處\*

香港中環統一碼頭道 38 號  
海港政府大樓 2 樓  
電話：2852 3047

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### 火炭辦事處

新界火炭樂景街 2 至 18 號  
銀禧薈 4 樓 405 至 407 號舖位  
電話：2651 8644

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### Hong Kong Island Travel Documents Issuing Office\*

2nd Floor, Harbour Building,  
38 Pier Road, Central, Hong Kong  
Tel: 2852 3047

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### Fo Tan Office

Shops 405 - 407, 4th Floor, Jubilee Square,  
2 - 18 Lok King Street, Fo Tan, N.T.  
Tel: 2651 8644

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### 東九龍辦事處

九龍藍田匯景道 1 至 17 號  
匯景花園匯景廣場第 2 層  
電話：2347 3492

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### 元朗辦事處

新界元朗橋樂坊 2 號  
元朗政府合署 1 樓  
電話：2475 4145

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### East Kowloon Office

Level 2, Sceneway Plaza,  
Sceneway Garden, 1 - 17 Sceneway Road,  
Lam Tin, Kowloon  
Tel: 2347 3492

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### Yuen Long Office

1st Floor, Yuen Long Government Offices,  
2 Kiu Lok Square, Yuen Long, N.T.  
Tel: 2475 4145

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### 西九龍辦事處\*

九龍尖沙咀  
金巴利街 28 號地下  
電話：2359 4426

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### 旅行證件及國籍(申請)組

新界將軍澳寶邑路 61 號  
入境事務處總部行政大樓 2 樓  
(申請個人證件服務站設於地下及 2 樓, 櫃檯服務設於 2 樓)

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### West Kowloon Office\*

Ground Floor, 28 Kimberley Street,  
Tsim Sha Tsui, Kowloon  
Tel: 2359 4426

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### Travel Documents and Nationality (Application) Section

2nd Floor, Administration Tower, Immigration Headquarters, 61 Po Yap Road,  
Tseung Kwan O, New Territories  
(Personal Documentation Submission Kiosks are located on the ground and 2nd floors, and counter services are available on the 2nd floor.)

### 旅行證件(簽發)組\*

新界將軍澳寶邑路 61 號  
入境事務處總部行政大樓 1 樓  
(領取個人證件服務站設於地下高層及 1 樓, 櫃檯服務設於 1 樓)  
電話：2829 3039

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### Sha Tin Office

3rd Floor, Sha Tin Government Offices,  
1 Sheung Wo Che Road, Sha Tin, N.T.  
Tel: 2158 6419

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### Travel Documents (Issue) Section\*

1st Floor, Administration Tower, Immigration Headquarters, 61 Po Yap Road,  
Tseung Kwan O, New Territories  
(Personal Documentation Collection Kiosks are located on the UG and 1st floors, and counter services are available on the 1st floor.)  
Tel: 2829 3039

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### 沙田辦事處

新界沙田上禾輦路 1 號  
沙田政府合署 3 樓  
電話：2158 6419

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### 屯門辦事處\*

新界屯門兆麟街 19 號  
屯門兆麟政府綜合大樓 1 樓及 2 樓  
(自助服務站設於 1 樓, 櫃檯服務設於 2 樓)  
電話：2797 0872

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### Sha Tin Office

3rd Floor, Sha Tin Government Offices,  
1 Sheung Wo Che Road, Sha Tin, N.T.  
Tel: 2158 6419

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### Tuen Mun Office\*

1st and 2nd Floors,  
Tuen Mun Siu Lun Government Complex,  
19 Siu Lun Street, Tuen Mun, N.T.  
(The Self-Service Station is located on the 1st floor and counter services are available on the 2nd floor)  
Tel: 2797 0872

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### 中國駐外國的使領館／駐內地辦事處

(只限使領館／駐內地辦事處領證及須提交填妥的表格 ID853A)

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### Chinese Diplomatic and Consular Missions / Mainland Offices

(For collection at Chinese Diplomatic and Consular Missions / Mainland Offices only and a completed form ID853A is required)

\* 設有「領取護照服務站／領取個人證件服務站」(適用於持有有效的香港永久性居民身份證及十八歲或以上的申請人(因損毀或由持有 92 頁簽證身份書的申請人提出的申請除外) ) 就相關服務時間, 請瀏覽本處網頁。

\* Installed with Passport Collection Kiosks / Personal Documentation Collection Kiosks [Applicable to applicants who are aged 18 or above holding a valid Hong Kong permanent identity card (except application due to damage or from applicant holding a 92-page HKSAR Document of Identity for Visa Purposes)]  
For the service hours, please refer to the Immigration website.

### 辦公時間：(星期日及公眾假期休息)

### Office hours: (Closed on Sundays and public holidays)

港島區簽發  
旅行證件辦事處：  
旅行證件及國籍(申請)組／  
旅行證件(簽發)組：  
星期一至星期五：上午 9 時至下午 4 時 30 分  
星期六：上午 9 時至下午 12 時 30 分  
星期一至星期五：上午 8 時 45 分至下午 4 時 30 分  
星期六：上午 9 時至下午 11 時 30 分

其他辦事處：  
星期一至星期五：上午 9 時至下午 12 時 45 分 及  
下午 2 時至 4 時 30 分  
星期六：上午 9 時至下午 12 時 30 分

Hong Kong Island Travel Documents Issuing Office:  
Mondays to Fridays: 9:00 a.m. to 4:30 p.m.  
Saturdays: 9:00 a.m. to 12:30 p.m.  
Travel Documents and Nationality (Application) Section /  
Mondays to Fridays: 8:45 a.m. to 4:30 p.m.  
Saturdays: 9:00 a.m. to 11:30 a.m.

Other Immigration Offices:  
Mondays to Fridays: 9:00 a.m. to 12:45 p.m. and  
2:00 p.m. to 4:30 p.m.  
Saturdays: 9:00 a.m. to 12:30 p.m.

### Travel Documents (Issue) Section:

以上電話號碼只供聯絡各辦事處之用。有關旅行證件的查詢, 請致電查詢熱線 2824 6111。

The telephone numbers listed above are for contact with the respective offices only. For enquiries on travel documents, please call 2824 6111.

## 收集個人資料的目的 Statement of Purpose

### 收集資料的目的

申請書內所提供的個人資料, 會供入境事務處作下列一項或多項用途：

- 一、 辦理你的申請；
- 二、 實施／執行《香港特別行政區護照條例》(第 539 章)、《入境條例》(第 115 章)及《入境事務隊條例》(第 331 章)的有關條文規定, 以及履行入境管制職務, 藉此協助其他政府決策局和部門執行其他法例和規例；
- 三、 在有關人士向入境事務處提出申請並提名你為保證人或諮詢人時, 將你的資料供作核對用途；
- 四、 供作統計及研究用途, 但所得的統計數字或研究成果, 不會以能辨識各有關的資料當事人或其中任何人的身份的形式提供；以及
- 五、 供作法例規定、授權或准許的其他合法用途。

就有關申請提供個人資料純屬自願。若你未能提供足夠資料, 入境事務處可能無法辦理你的申請。

### 資料轉交的類別

為了上述目的, 你在本申請書內所提供的個人資料, 或會向其他政府決策局和部門及其他機構披露。

### 查閱個人資料

根據《個人資料(私隱)條例》(第 486 章)第 18 及 22 條, 以及附表 1 第 6 項原則, 你有權要求查閱及改正個人資料。你的查閱權利包括在繳交有關費用後, 索取你在本申請書內所填報的個人資料的副本。

### 查詢

如對本申請書所收集的個人資料有任何查詢, 包括查閱及改正有關資料, 可向下列人員提出：

新界將軍澳寶邑路 61 號入境事務處總部行政大樓 2 樓  
總入境事務主任(旅行證件及國籍)申請  
電話：2829 3083

### Purpose of Collection

The personal data provided in the application form will be used by Immigration Department for one or more of the following purposes:-

- (a) to process your application;
- (b) to administer/enforce relevant provisions of the Hong Kong Special Administrative Region Passports Ordinance (Chapter 539), the Immigration Ordinance (Chapter 115) and Immigration Service Ordinance (Chapter 331), and to assist in the enforcement of any other Ordinances and Regulations by other government bureaux and departments through carrying out immigration control duties;
- (c) to process other's application for immigration facilities in which you are named as a sponsor or referee;
- (d) for statistics and research purposes on the condition that the resulting statistics or results of the research will not be made available in a form which will identify the data subjects or any of them; and
- (e) for any other legitimate purposes as may be required, authorised or permitted by law.

The provision of personal data in the process of your application is voluntary. If you do not provide sufficient information, Immigration Department may not be able to process your application.

### Classes of Transferees

The personal data provided in this form may be disclosed to government bureaux, departments and other organisations for the purposes mentioned above.

### Access to Personal Data

According to sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Chapter 486), you have the right to request access to and correction of your personal data. Your right of access includes the right to obtain a copy of your personal data provided in this application form subject to payment of a fee.

### Enquiries

Enquiries concerning the personal data collected by means of this application form, including making of access and corrections, should be addressed to:

Chief Immigration Officer  
(Travel Documents and Nationality) Application  
2nd Floor, Administration Tower, Immigration Headquarters,  
61 Po Yap Road, Tseung Kwan O, New Territories  
Tel: 2829 3083