

**轉讓／繼承固定攤位小販牌照申請書**  
**Application for Transfer of / Succession to Fixed-pitch Hawker Licence**

致：食物環境衛生署 \_\_\_\_\_ 區環境衛生辦事處秘書

To: Secretary of \_\_\_\_\_ District Environmental Hygiene Office,  
Food and Environmental Hygiene Department

**I. 小販牌照資料 Hawker Licence Particulars**

- (1) 持牌人姓名： \_\_\_\_\_  
Name of Licensee
- (2) 牌照類別／號碼： \_\_\_\_\_  
Licence Type / No.
- (3) 攤位地點： \_\_\_\_\_  
Pitch Location
- (4) 攤位編號： \_\_\_\_\_  
Pitch No.
- (5) 小販牌照屆滿日期： \_\_\_\_\_  
Hawker Licence Expiry Date
- (6) 申請事項  
Application for
  - 轉讓小販牌照 (請填寫 II (甲) 及 (乙) 部)  
Transfer of Hawker Licence (Please complete Part II(A) and (B))
  - 繼承小販牌照 (請填寫 II (乙) 部)  
Succession to Hawker Licence (Please complete Part II(B))

請在適當的方格內填上「✓」號。 Please tick the appropriate box.

## II. 申請資料 Particulars of Application

### (甲) 由持牌人填寫 (A) To be filled in by Licensee

- (1) 持牌人姓名 (中文 Chinese) \_\_\_\_\_ 先生／女士\*  
Name of Licensee (英文 English) Mr./Ms.\* \_\_\_\_\_
- (2) 香港身分證號碼： \_\_\_\_\_  
HKID Card No.
- (3) 通訊地址： \_\_\_\_\_  
Correspondence Address \_\_\_\_\_
- (4) 電話號碼： \_\_\_\_\_  
Telephone No.
- (5) 持牌人與乙部所述擬議承讓人的關係： \_\_\_\_\_  
Relationship between the Licensee and the Prospective Transferee mentioned at Part B

本人現申請將 I 部所述小販牌照轉讓予本申請書 II (乙) 部所述的擬議承讓人，並承諾當本申請獲得批准時，把該小販牌照交還食物環境衛生署註銷。

I hereby apply for transfer of the Hawker Licence mentioned at Part I to the Prospective Transferee mentioned at Part II(B) of this Application Form and undertake to return the Hawker Licence to the Food and Environmental Hygiene Department for cancellation upon approval of the application.

本人謹此聲明 I hereby declare that :

- (a) 就本人所知所信，本申請表內填報的各項資料均正確無訛，本人亦無隱瞞任何需要提供的資料；  
All information provided in this Application Form is true and correct to the best of my knowledge and belief, and I have not withheld any information required to be provided herein;
- (b) 本人清楚明白在食物環境衛生署批准上述申請日期或之前，本人仍須履行上述小販牌照持牌人的一切權利和責任；及 I clearly understand I have to fulfill all the rights and responsibilities of the Hawker Licence on or before the approval of this application being granted by the Food and Environmental Hygiene Department; and
- (c) 本人閱悉關於本申請所填報的個人資料目的說明書，並完全明白其內容。如本人日後就是項申請提出任何更改，本人須以書面通知食物環境衛生署及本申請書 II (乙) 部所述的擬議承讓人。

I have read and fully understood the Statement of Purpose for the Collection of Personal Data in Connection with Application for Transfer of /Succession to Fixed-Pitch Hawker Licence. Should I propose any changes to this application thereafter, I shall inform in writing to the Food and Environmental Hygiene Department and the Prospective Transferee mentioned at Part II(B) of this Application Form.

\_\_\_\_\_  
(日期 Date)

\_\_\_\_\_  
(持牌人簽署 Signature of Licensee)

\* 請刪去不適用者。 Please delete where appropriate.

(乙) 由擬議承讓／繼承人填寫 (B) To be filled in by Prospective Transferee/Successor

- (1) 擬議承讓／繼承人姓名 (中文 Chinese) \_\_\_\_\_ 先生／女士\*  
Name of Prospective Transferee/Successor (英文 English) Mr./Ms.\* \_\_\_\_\_
- (2) 香港身分證號碼： \_\_\_\_\_  
HKID Card No.
- (3) 通訊地址： \_\_\_\_\_  
Correspondence Address \_\_\_\_\_
- (4) 電話號碼： \_\_\_\_\_  
Telephone No.
- (5) 擬議承讓／繼承人與甲部所述持牌人的關係： \_\_\_\_\_  
Relationship between the Prospective Transferee/Successor and the Licensee
- (6) 請在此列出隨同本申請提交的證明文件副本(請參閱申請人須知)：  
Please list out copies of documentary proof accompanied with this application (Please refer to Notice to Applicant):
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

(註：個人資料擁有人可選擇親身到本署有關辦事處，向個案處理人員出示其身份證明文件正本，而不提供這些文件的副本，作核實身份之用。)

(Remarks: The owner of the personal data can choose to present his proof of identity to the departmental officer who handles the case for verification purpose instead of providing a photocopy.)

本人願意成為／現申請繼承\*I部所述小販牌照的持牌人，並謹此聲明：I am willing to be the holder of / apply for succession to\* the hawker licence as stated in Part I and hereby declare that

- (a) 就本人所知所信，本申請表內填報的各項資料均正確無訛，本人亦無隱瞞任何需要提供的資料；  
All information provided in this Application Form is true and correct to the best of my knowledge and belief, and I have not withheld any information required to be provided herein;
- (b) 本人現時持有／並未持有\*任何有效的小販牌照及有／沒有\*與食物環境衛生署簽訂任何仍然有效的街市攤檔租約。如本申請獲得批准，本人會主動取消本人所持有的小販牌照及與食物環境衛生署簽訂街市攤檔租約；I am/am not\* a current holder of any hawker licence and have/have not\* entered into any market tenancy agreement that remains in force at present with the Food and Environmental Hygiene Department. If this application is approved, I will take the initiative to cancel the related hawker licence or market tenancy agreement held by me;
- (c) 本人從未參與為固定攤位(熟食或小食)小販、流動小販或固定小販排檔區資助計劃下的「自願交回牌照計劃」；I have never participated in the Voluntary Surrender Schemes for Fixed-pitch (Cooked Food or Light Refreshment) Hawkers, Itinerant Hawkers or under the Assistance Scheme for Hawkers in Fixed-pitch Hawker Areas;
- (d) 本人清楚明白所有新簽發的小販牌照均不設繼承或轉讓安排；及 I clearly understand there is no succession or transfer of licence arrangement to all new issued hawker licences; and

\* 請刪去不適用者。Please delete where appropriate.

- (e) 本人閱悉關於本申請所填報的個人資料目的說明書，並完全明白其內容。如本人日後就是項申請提出任何更改，本人須以書面通知食物環境衛生署及本申請書 II (甲) 部所述持牌人\*。I have read and fully understood the Statement of Purpose for the Collection of Personal Data in Connection with Application for Transfer of/Succession to Fixed-pitch Hawker Licence. Should I propose any changes to this application thereafter, I shall inform in writing to the Food and Environmental Hygiene Department and the Licensee mentioned at Part II(A)\* of this application form.

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(日期 Date)

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(擬議承讓/繼承人簽署)  
(Signature of Prospective Transferee/Successor)

\* 請刪去不適用者。Please delete where appropriate.

## 注意 Attention:

為避免審批延誤，申請人須盡量提交相關證明文件以供本署考慮，有關所需提交之文件請參閱**申請人須知**。 To avoid any delays in the processing, applicant should provide relevant documentary proof to this Department for consideration. Please refer to the **Notice to Applicant** about the necessary documents to be submitted.

## 申請人須知

### NOTICE TO APPLICANT

在遞交申請書時，應夾附下列文件給本署考慮 -

**The following documents should be submitted to this Department, together with the Application Form -**

請留意 Please note that:

- ◆ 如在香港以外地方出生或辦理結婚手續，請提交相關文件  
If born or got married at places outside Hong Kong, please provide the related documents
- ◆ 在有需要時，本署會要求申請人提交其家庭成員的資料及／或其他與本申請有關的資料  
If necessary, the Department will require the applicant to provide other family members' information and/or any other information related to the application
- ◆ 個人資料擁有者可選擇親身到本署有關辦事處向個案處理人員出示其身份證明文件，以代替提供這些文件的副本，作核實身份用途  
The owner of the personal data can choose to present his proof of identity to the departmental officer who handles the case for verification purpose instead of providing a photocopy

#### (一) 申請轉讓小販牌照 Application for Transfer of Hawker Licence

- ◆ 持牌人申請轉讓小販牌照的原因的證明文件(如適用) Documentary proof of reasons for the application for transfer (if applicable)
- ◆ 承讓人的身分證明文件 Proof of identity of Transferee
- ◆ 承讓人與持牌人之直系親屬關係的證明文件 Documentary proof of immediate family relationship between the Transferee and the Licensee
- ◆ 承讓人父母的身分證明文件 Proof of identity of Transferee's parent(s)
- ◆ 承讓人的結婚證明文件 Documentary proof of Transferee's marriage
- ◆ 承讓人配偶的身分證明文件 Proof of identity of Transferee's spouse
- ◆ 承讓人子女的出生證明文件及身分證明文件 Documentary proof of birth and proof of identity of Transferee's son(s) and daughter(s)

#### (二) 申請繼承小販牌照 Application for Succession to Hawker Licence

- ◆ 申請人的身分證明文件 Applicant's proof of identity
- ◆ 持牌人的死亡證明文件 Licensee's proof of death
- ◆ 申請人與持牌人的直系親屬關係的證明文件 Documentary proof of immediate family relationship between the Applicant and the Licensee
- ◆ 持牌人的小販牌照及小販證 Licensee's hawker licence and badge
- ◆ 持牌人的委任替手的替手許可證(如有) Deputy's Permit (if any)
- ◆ 持牌人的登記助手的登記助手證(如有) Permit(s) of Registered Assistant(s) (if any)
- ◆ 持牌人的遺囑(如有) Licensee's wills (if any)
- ◆ 申請人申報持牌人直系親屬(父母、配偶及子女)的聲明書及提交持牌人其他直系親屬的身分證明文件 Declaration of immediate family members (parent, spouse, son and daughter) of the licensee and their documentary proof of identity
- ◆ 持牌人的其他直系親屬簽署放棄繼承有關小販牌照及同意由申請人繼承該小販牌照的聲明書 Written consent of other immediate family members of the licensee to give up the right of succession to the hawker licence and consent in allowing the applicant to succeed the hawker licence
- ◆ 申請人父母的身分證明文件 Proof of identity of Applicant's parents
- ◆ 申請人的結婚證明文件 Documentary proof of Applicant's marriage
- ◆ 申請人配偶的身分證明文件 Proof of identity of Applicant's spouse
- ◆ 申請人子女的出生證明文件及身分證明文件 Documentary proof of birth and proof of identity of Applicant's son(s) and daughter(s)

關於申請轉讓／繼承固定小販攤位牌照所填報的個人資料  
(根據《個人資料(私隱)條例》的規定處理)  
**Collection of Personal Data in Connection with  
Application for Transfer of / Succession to Fixed-Pitch Hawker Licence  
(In Accordance with the Personal Data (Privacy) Ordinance)**

**目的說明 Statement of Purpose**

1. **收集資料的目的 Purposes of Collection**

食物環境衛生署(食環署)會利用在這份申請表填報的資料作以下用途：

The personal data provided in this form will be used by the Food and Environmental Hygiene Department (FEHD) for:

- (a) 處理申請轉讓／繼承固定小販攤位牌照的相關事宜；  
carrying out activities relating to application for transfer of / succession to fixed-pitch hawker licence;
- (b) 方便食環署職員及其他政府部門的職員與申請人聯絡；以及  
facilitating communication among the staff of the FEHD, other Government departments and the Applicants; and
- (c) 按照食物安全條例的規定披露給食環署轄下的食物安全中心\*。  
disclosing to the Centre for Food Safety of the FEHD in accordance with the provisions of the Food Safety Ordinance\*.

在本申請表內提供個人資料，純屬自願性質。不過，若不提供足夠資料，本署恐怕不能處理有關申請。

The provision of personal data in this form is voluntary. However, we may not be able to process an application with insufficient information provided.

2. **獲轉授資料的機構的類別 Class of Transferees**

在本申請表內填報的資料可能會交給其他政府部門，以達致上文第 1 段所載的目的。

The personal data provided in this form may be disclosed to other Government departments in pursuance of the purposes mentioned in paragraph 1 above.

3. **查閱個人資料 Access to Personal Data**

根據《個人資料(私隱)條例》第 18 條、第 22 條及附表 1 第 6 原則的規定，申請人有權查閱及更改其個人資料。查閱的權利包括有權索取在本申請表內提供的個人資料副本乙份。應查閱要求而提供資料時，可能要徵收費用。

Applicants have a right of access to and correction of the personal data as provided in accordance with Sections 18 and 22 and Principle 6 in Schedule 1 of the Personal Data (Privacy) Ordinance. The right of access includes the right to obtain a copy of the personal data provided in this form. A fee may be imposed for complying with a data access request.

\* 適用於售賣食物類貨品的小販牌照。  
Applicable to hawker licence selling food-related commodities.

## 查詢 Enquiries

如對本申請表格收集的個人資料有任何查詢，包括查閱及更改資料等，可向下列各有關分區環境衛生辦事處提出：  
Enquiries concerning the personal data you applied including the request for access to and correction should be addressed to the following respective District Environmental Hygiene Offices :

<u>港島區及離島區</u>	<u>Hong Kong &amp; Islands</u>
<p><u>中西區環境衛生辦事處</u> 香港皇后大道中345號上環市政大廈10樓 電話號碼：2543 4238/ 2545 0506 傳真號碼：2851 7653/ 2854 2755</p> <p><u>東區環境衛生辦事處</u> 香港鰂魚涌街38號鰂魚涌市政大廈3樓 電話號碼：2563 4340 傳真號碼：2565 8203/ 2562 5836</p> <p><u>南區環境衛生辦事處</u> 香港香港仔大道203號香港仔市政大廈4樓 電話號碼：2552 8406 傳真號碼：2873 1608/ 2552 9071</p> <p><u>灣仔區環境衛生辦事處</u> 香港灣仔軒尼詩道225號駱克道市政大廈7樓 電話號碼：2507 3364 傳真號碼：2519 6884</p> <p><u>離島區環境衛生辦事處</u> 香港中環統一碼頭道38號海港政府大樓6樓 電話號碼：2852 3215 傳真號碼：2545 2964</p>	<p><u>Central/Western District Environmental Hygiene Office</u> 10/F., Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong Tel. No.: 2543 4238/ 2545 0506 Fax. No.: 2851 7653/ 2854 2755</p> <p><u>Eastern District Environmental Hygiene Office</u> 3/F., Quarry Bay Municipal Services Building, 38 Quarry Bay Street, Hong Kong Tel. No.: 2563 4340 Fax. No.: 2565 8203/ 2562 5836</p> <p><u>Southern District Environmental Hygiene Office</u> 4/F., Aberdeen Municipal Services Building, 203 Aberdeen Main Road, Hong Kong Tel. No.: 2552 8406 Fax. No.: 2873 1608/ 2552 9071</p> <p><u>Wanchai District Environmental Hygiene Office</u> 7/F., Lockhart Road Municipal Services Building, 225 Hennessy Road, Wanchai, Hong Kong Tel. No.: 2507 3364 Fax. No.: 2519 6884</p> <p><u>Islands District Environmental Hygiene Office</u> 6/F., Harbour Building, 38 Pier Road, Central, Hong Kong Tel. No.: 2852 3215 Fax. No.: 2545 2964</p>
<u>九龍區</u>	<u>Kowloon</u>
<p><u>九龍城區環境衛生辦事處</u> 九龍馬頭圍道165號土瓜灣政府合署3樓及4樓 電話號碼：2711 2493 傳真號碼：2761 0718</p> <p><u>觀塘區環境衛生辦事處</u> 九龍觀塘瑞和街9號瑞和街市政大廈7樓 電話號碼：3102 7388 傳真號碼：2343 6734</p> <p><u>旺角區環境衛生辦事處</u> 九龍旺角花園街123號A花園街市政大廈 6樓及7樓 電話號碼：2395 2727 傳真號碼：2391 5572</p> <p><u>深水埗區環境衛生辦事處</u> 九龍深水埗元州街59 - 63號元州街市政大廈8樓 - 10樓 電話號碼：2748 6959 傳真號碼：2748 6937</p> <p><u>黃大仙區環境衛生辦事處</u> 九龍彩虹道121號大成街街市大廈3樓 電話號碼：2328 6531 傳真號碼：2351 5710</p> <p><u>油尖區環境衛生辦事處</u> 九龍油麻地寶靈街17號官涌市政大廈3樓及4樓 電話號碼：2302 1299 傳真號碼：2735 5955</p>	<p><u>Kowloon City District Environmental Hygiene Office</u> 3/F. &amp; 4/F., To Kwa Wan Market and Government Offices, 165 Ma Tau Wai Road, Kowloon Tel. No.: 2711 2493 Fax. No.: 2761 0718</p> <p><u>Kwun Tong District Environmental Hygiene Office</u> Level 7, Shui Wo Street Municipal Services Building, 9 Shui Wo Street, Kwun Tong, Kowloon Tel. No.: 3102 7388 Fax. No.: 2343 6734</p> <p><u>Mong Kok District Environmental Hygiene Office</u> 6/F. &amp; 7/F., Fa Yuen Street Municipal Services Building, 123A Fa Yuen Street, Mong Kok, Kowloon Tel. No.: 2395 2727 Fax. No.: 2391 5572</p> <p><u>Sham Shui Po District Environmental Hygiene Office</u> 8/F. - 10/F., Un Chau Street Municipal Services Building, 59 - 63 Un Chau Street, Sham Shui Po, Kowloon Tel. No.: 2748 6959 Fax. No.: 2748 6937</p> <p><u>Wong Tai Sin District Environmental Hygiene Office</u> 3/F., Tai Shing Street Market Building, 121 Choi Hung Road, Wong Tai Sin, Kowloon Tel. No.: 2328 6531 Fax. No.: 2351 5710</p> <p><u>Yau Tsim District Environmental Hygiene Office</u> 3/F. &amp; 4/F., Kwun Chung Municipal Services Building, 17 Bowring Street, Yau Ma Tei, Kowloon Tel. No.: 2302 1299 Fax. No.: 2735 5955</p>

**新界區**

葵青區環境衛生辦事處

新界葵涌興芳路166 - 174號葵興政府合署9樓  
電話號碼：2420 9204 傳真號碼：2480 4023

北區環境衛生辦事處

新界上水智昌路13號石湖墟市政大廈4樓  
電話號碼：2679 2812 傳真號碼：2679 5695

西貢區環境衛生辦事處

新界將軍澳培成路38號西貢將軍澳政府綜合大樓8樓  
電話號碼：3740 5100 傳真號碼：2792 9937

沙田區環境衛生辦事處

新界沙田鄉事會路138號  
新城市中央廣場第1座12樓  
電話號碼：2634 0136 傳真號碼：2634 0442

大埔區環境衛生辦事處

新界大埔鄉事會街8號大埔綜合大樓3樓  
電話號碼：3183 9109 傳真號碼：2650 1171

荃灣區環境衛生辦事處

新界荃灣楊屋道45號楊屋道市政大廈3樓  
電話號碼：2212 9701 傳真號碼：2414 8809

屯門區環境衛生辦事處

新界屯門屯喜路1號屯門政府合署1樓及3樓  
電話號碼：2146 8642 傳真號碼：2452 6559

元朗區環境衛生辦事處

新界元朗橋樂坊2號元朗政府合署2樓 - 5樓  
電話號碼：2475 3433 傳真號碼：2477 5099

**New Territories**

Kwai Tsing District Environmental Hygiene Office

9/F., Kwai Hing Government Offices Building,  
166 - 174 Hing Fong Road, Kwai Chung, N. T.  
Tel. No.: 2420 9204 Fax. No.: 2480 4023

North District Environmental Hygiene Office

4/F., Shek Wu Hui Municipal Services Building,  
13 Chi Cheong Road, Sheung Shui, N. T.  
Tel. No.: 2679 2812 Fax. No.: 2679 5695

Sai Kung District Environmental Hygiene Office

8/F., Sai Kung Tseung Kwan O Government Complex,  
38 Pui Shing Road, Tseung Kwan O, N. T.  
Tel. No.: 3740 5100 Fax. No.: 2792 9937

Sha Tin District Environmental Hygiene Office

Level 12, Tower 1, Grand Central Plaza,  
138 Rural Committee Road, Sha Tin, N. T.  
Tel. No.: 2634 0136 Fax. No.: 2634 0442

Tai Po District Environmental Hygiene Office

3/F., Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, N.T. Tel.  
No.:3183 9109 Fax. No.: 2650 1171

Tsuen Wan District Environmental Hygiene Office

3/F., Yeung Uk Road Municipal Services Building,  
45 Yeung Uk Road, Tsuen Wan, N. T.  
Tel. No.: 2212 9701 Fax. No.: 2414 8809

Tuen Mun District Environmental Hygiene Office

1/F. & 3/F., Tuen Mun Government Offices Building,  
1 Tuen Hi Road, Tuen Mun, N. T.  
Tel. No.: 2146 8642 Fax. No.: 2452 6559

Yuen Long District Environmental Hygiene Office

2/F. - 5/F., Yuen Long Government Offices,  
2 Kiu Lok Square, Yuen Long, N. T.  
Tel. No.: 2475 3433 Fax. No.: 2477 5099

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**重要告示 Important Notice**

根據《防止賄賂條例》(第201章)的規定，任何人士在與政府人員履行公職有關的情況下向政府人員提供任何利益，即屬違法。

**It is an offence under the Prevention of Bribery Ordinance (Cap. 201) to offer advantages to Government officers in relation to their official duties.**