

重發食物業牌照／許可證申請書

Application for the Re-issue of Food Business Licence/Permit

致： 食物環境衛生署（食環署）_____分區辦事處秘書

To: Secretary, _____ District Environmental Hygiene Office,
Food and Environmental Hygiene Department (FEHD)

(甲) 持牌／持證處所資料

(I) Particulars of Premises Covered by the Licence/Permit

- (1) 食物業牌照／許可證類別^[註一]：
Type of Food Business Licence/
Permit (Note 1) _____
- (2) 牌照／許可證編號：
Licence/Permit No. _____
- (3) 牌照／許可證處所地址：
Address of Premises Covered
by the Licence/Permit _____
- (4) 已故持牌人／許可證持有人姓名：（中文）(Chinese) _____ 先生／女士*
Name of Deceased
Licensee/Permittee (英文) (English) _____ Mr./Ms.*
- (5) 香港身份證／護照*號碼：
Hong Kong Identity Card/
Passport* No. _____
- (6) 商業登記號碼（在持牌人／許可證持有人
死亡當日或之前有效）：_____（請提交副本。 Please submit a copy of the certificate.）
Business Registration No. (valid on or before
the death of licensee/permittee)
- (7) 持牌人／許可證持有人死亡日期：
Date of Death of Licensee/Permittee _____
- (8) 死亡證書編號：
Death Certificate No. _____
（請提交副本。 Please submit a copy of the certificate.）

[註一] (Note 1)：

- (a) 食物業牌照及許可證包括發給食肆、烘製麵包餅食店、凍房、工廠食堂、食物製造廠、新鮮糧食店、冰凍甜點製造廠、奶品廠、燒味及滷味店、綜合食物店的牌照、受限制食物售賣許可證和綜合受限制食物售賣許可證；及
Food business licences and permits include licences for restaurants, bakeries, cold stores, factory canteens, food factories, fresh provision shops, frozen confection factories, milk factories, siu mei and lo mei shops, composite food shops, restricted food permits, and composite restricted foods permits; and
- (b) 不包括屠房、臨時食物製造廠牌照、食肆內的卡拉 OK 場所許可證、暫准牌照及酒牌。
Slaughterhouse Licences, Temporary Food Factory Licences, Karaoke Establishment Permits for operation in restaurants, Provisional Licences and Liquor Licences are excluded.

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

(乙) 申請人(個人^[註二]/公司)資料

(II) Particulars of the Applicant (Individual^(Note 2) /Corporation)

(第(1)項只適用於以個人名義申請;而第(2)項只適用於以公司名義申請。)

(Item (1) is only applicable to the application made in the name of an individual; whereas item (2) is only applicable to the application made in the name of a corporation.)

(1) 申請人姓名: (中文)(Chinese) _____ (先生/女士*)

Name of the Applicant (英文)(English) _____ (Mr./Ms.*)

香港身份證/護照*號碼:

Hong Kong Identity Card/
Passport* No. _____

(2) 申請公司名稱: (中文)(Chinese) _____

Name of
the Corporation (英文)(English) _____

商業登記號碼:

Business Registration No. _____

(3) 通訊地址:

Correspondence Address _____

(4) 聯絡電話號碼:

Telephone No. _____

流動電話號碼^:

Mobile Phone No.^ _____

(5) 電郵地址#:

Email Address# _____

☐ 本人欲以電郵方式代替郵寄接收食環署一般信件。

I want to receive general correspondence from the FEHD by email instead of post.

[註二] (Note 2):

申請人必須年滿 18 歲。

The applicant must reach the age of 18.

^ 除用作電話通訊外,食環署亦會在正式牌照/許可證屆滿前九週及兩週,以短訊形式發送續期提示至上述流動電話號碼。

Apart from using the mobile phone number for telephone communication, the FEHD will also send renewal notifications in short message to the above mobile phone number nine weeks and two weeks prior to the expiry of the full licence/permit.

除用作電郵通訊和發送續期提示外,食環署亦會以電郵方式發送一般信件至上述電郵地址。如欲以電郵方式代替郵寄接收本署一般信件,請在以下方格內填上「✓」號(重要文件如批核信、部門政策、警告信及發牌條件通知書等將繼續以掛號方式發出)。

Apart from using the email address for email communication and renewal notifications, the FEHD will also send general correspondence in email to the above email address. If you want to receive general correspondence by email instead of by post, by the above email address, please tick the box below (Important documents such as approval letter, departmental policy, warning letter or Letter of Requirement, etc. will continue to be sent by registered mail).

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

☐ 請在適當方格內加上「✓」號。 Please tick the appropriate box(es).

(6) 與 (甲) (4) 所述已故持牌人／許可證持有人的關係：

Relationship with the Deceased Licensee/Permittee listed in (I) (4) above:

- ☐ 夫妻 Spouse ☐ 合夥人 Partner
- ☐ 子／女 Son/Daughter ☐ 僱主 Employer
- ☐ 其他（請註明：_____）
Others (please specify: _____)

(7) 夾附的證明文件副本 ^{[註三][註四]} Copies of Supporting Documents Attached ^{(Note 3) (Note 4)}

（請選取下列(a)至(e)項中的其中一項。） (Please choose one of the following listed in items (a) to (e).)

(a) 如申請人是死者指定的遺囑執行人／繼承人或遺產管理人

If the applicant is the executor/successor or administrator nominated by the deceased

- ☐ 遺囑認證文件／遺產管理書；或
Probate of the will/letter of administration; or
- ☐ 其他證明文件（請註明：_____）
Other documentary proofs (please specify: _____)

(b) 如申請人是死者配偶

If the applicant is the spouse of the deceased

- ☐ 結婚證書；或
Certificate of Marriage; or
- ☐ 子女出生證明書；或
Birth Certificate of children; or
- ☐ 其他證明文件（請註明：_____）
Other documentary proofs (please specify: _____)

(c) 如申請人是死者子女

If the applicant is the son/daughter of the deceased

- ☐ 申請人出生證明書；或
Birth Certificate of the applicant; or
- ☐ 其他證明文件（請註明：_____）
Other documentary proofs (please specify: _____)

(d) 如申請人是死者合夥人

If the applicant is the partner of the deceased

- ☐ 商業登記證；或
Business Registration Certificate; or
- ☐ 其他證明文件（請註明：_____）
Other documentary proofs (please specify: _____)

[註三] (Note 3) :

個人資料擁者可選擇親身到食環署有關辦事處向個案處理人員出示其身份證明文件，以代替提供相關文件的副本，作核實身份用途。Personal data owner may choose to present his/her original identity documents in lieu of copies to the case officer of the relevant office of the FEHD in person for verification of identity.

[註四] (Note 4) :

在處理申請過程中，食環署可能會要求申請人提交其他補充資料。During the application process, the FEHD may request applicants to provide additional supplementary information.

☐ 請在適當方格內加上「✓」號。 Please tick the appropriate box(es).

- (e) 如申請人是死者僱主／死者是申請人委任的持牌人／許可證持有人
If the applicant is the employer of the deceased / the deceased is the licensee / permittee appointed by the applicant

- ☐ 商業登記證；或
Business Registration Certificate; or
- ☐ 公司註冊證；或
Certificate of Incorporation; or
- ☐ 其他證明文件（請註明：_____）
Other documentary proofs (please specify: _____)

（申請人可考慮將牌照／許可證由已逝持牌人／許可證持有人轉名至由申請人新委任／僱用的持牌人／許可證持有人）

(The applicant may consider to apply for the transfer of the licence / permit from the deceased licensee / permittee to a newly appointed / employed licensee / permittee by the applicant)

- (8) 在此列出隨同本申請表提交的其他證明文件副本^(註三)及其他備註：
Please list below the copies of other supporting documents ^(Note 3) attached to this application form and any other remarks:

- (9) 重發牌照／許可證後的營運資料：

Operation Particulars after Re-issue of the Licence/Permit

營業時間： _____ 上午／下午* 至 _____ 上午／下午*
Business _____ a.m./p.m. to _____ a.m. /p.m.

Hours

固定休息日： 逢星期 _____

Regular Rest Day Every _____

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

請在適當方格內加上「✓」號。 Please tick the appropriate box(es).

(丙) 申請人(個人/公司)聲明
(III) Declaration by Applicant (Individual/Corporation)

本人/本公司現申請重發上述牌照/許可證，本人/本公司謹此聲明：

I am/This corporation is applying for the re-issue of the above licence/permit. **I/We hereby declare that:**

- (1) 本人/本公司清楚明白若死者家屬或/及合夥人就重發牌照申請的糾紛未能於一個月內解決，食環署將不會繼續處理上述重發牌照/許可證申請；

I/We understand if any dispute between the family members and/or the partner(s) of the deceased regarding the application for the re-issue of the licence/permit is not settled within one month, the FEHD will not further process the application;

- (2) 本人/本公司閱悉關於本重發牌照/許可證申請書的申請人(個人/公司)須知及所填報的個人資料目的說明，並完全明白其內容。如本人/本公司日後就是項重發牌照/許可證申請提出任何更改，本人/本公司須以書面通知食環署；

I/We have read and fully understood the "Notice to Applicant (Individual/Corporation)" and the "Statement of Purpose for Collection of Personal Data" in connection with this application. Should I/we propose any subsequent change to this application, I/we shall notify the FEHD in writing;

- (3) 本人/本公司清楚明白食環署在批准申請時會查核牌照/許可證已被記下/將會被記下的違例分數/違例記錄和被警告的記錄、轉讓記錄及更改圖則記錄；及

I/We understand that the FEHD will check the demerit points/violations and warnings record registered/to be registered against the licence/permit, transfer record of the licence/permit and any alteration record of the relevant plans before granting approval of this application; and

- (4) 本人/本公司以中文/英文*為日後的通訊語言。

I/We will use Chinese/English* for future correspondence.

茲證實本人在本申請書所述的各項詳情，均屬真實正確。本人明白如獲批出[牌照/許可證]，須遵從適用於該[牌照/許可證]的所有規定、條件和限制。

I hereby confirm that all particulars stated in this application form are true and correct. I understand that if a [licence/permit] is granted, I shall comply with all requirements, conditions and restrictions to which such [licence/permit] is subject.

日期(日/月/年)
Date (dd/mm/yyyy)

申請人/申請公司的獲授權代表*簽署
Signature of Applicant/Authorised Person
of the Corporation*

姓名
Name

香港身份證/護照*號碼
Hong Kong Identity Card/Passport* No.

公司印章>
Company Chop>

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

> 只適用於以公司名義申請。 Only applicable to the application made in the name of a corporation.

申請人（個人／公司）須知
Notice to Applicant (Individual/Corporation)

- (1) 凡申請重發正式食肆、工廠食堂、凍房、食物製造廠、綜合食物店、新鮮糧食店和烘製麵包餅食店牌照，如有關食物業處所並非位於政府物業或房屋委員會（房委會）物業內，申請人（個人／公司）須向食環署遞交（可由專人送交或郵遞）由認可專業人士（即根據《建築物條例》（第 123 章）第 3 條的規定註冊的認可人士／結構工程師）按下列適用指引要求以指定表格（FEHB 191）^{（註五）}填寫的證明書，證明有關的食物業處所內沒有違例建築工程：

For applications for the re-issue of full licences for restaurants, factory canteens, cold stores, food factories, composite food shops, fresh provision shops and bakeries, except for food premises in government properties or the properties of the Housing Authority (HA), the applicant (individual/corporation) must submit certification issued by recognised professional(s) (i.e. authorised persons/structural engineers registered under section 3 of the Buildings Ordinance (Cap. 123)) certifying that the food business premises are free of unauthorised building works (in person or by mail) to the FEHD in prescribed form(s) FEHB 191)^(Note 5) in accordance with the corresponding guidelines, where appropriate, listed as follows:

- 由屋宇署署長發出的《認可人士及註冊結構工程師 — 核證食物業處所沒有違例建築工程的指引（適用於私人樓宇）》

“Certification of Food Business Premises Free of Unauthorised Building Works — Guidelines for Authorised Persons and Registered Structural Engineers (applicable to private buildings)” issued by the Director of Buildings

- 由地政總署署長發出的《新界豁免管制屋宇食物業處所並無違例建築工程證明書— 供認可人士及註冊結構工程師參考的指引》

“Certification of Food Business Premises Free of Unauthorised Building Works in respect of New Territories Exempted Houses — Guideline for Authorised Persons and Registered Structural Engineers” issued by the Director of Lands

- 由隸屬於房屋局常任秘書長辦公室的獨立審查組發出的《認可人士及註冊結構工程師 — 核證食物業處所並無違例建築工程的指引（適用於已拆售予領展資產管理有限公司的房屋委員物業）》

“Certification of Food Business Premises Free of Unauthorised Building Works — Guidelines for Authorised Persons and Registered Structural Engineers (applicable to the properties of the HA divested to Link Asset Management Limited)” issued by the Independent Checking Unit under the Office of the Permanent Secretary for Housing

- (2) 此外，有關所有類別食物業牌照的重發申請，申請人（個人／公司）需留意以下安排：如有關食物業處所並非位於房委會物業、已拆售予領展資產管理有限公司的物業或政府物業，申請人（個人／公司）須在遞交本表格予食環署時，一併遞交聲明書（FEHB 192）^{（註五）}，聲明在申請食物業牌照重發的處所經營食物業，符合政府租契條款，否則食環署無法處理有關申請。

In addition, for applications for the re-issue of all types of food business licences, the applicant (individual/corporation) should note the following arrangements: Except for food business premises in the properties of the HA, the properties divested to the Link Asset Management Limited or government properties, the applicant (individual/corporation) must submit a declaration (FEHB 192)^(Note 5), declaring that the operation of the food business at the premises under the application for the re-issue of a food business licence is in compliance with government lease conditions, to the FEHD along with the submission of this form, or else the FEHD will be unable to process the application.

申請人（個人／公司）須知
Notice to Applicant (Individual/Corporation)

- 在申請簽發／重發食物業牌照處所經營食物業，必須符合政府租契條款，否則食環署署長將拒絕批准申請。倘申請人（個人／公司）在申請書內作出虛假聲明，獲准簽發／重發的牌照可能會被取消。

The Director of Food and Environmental Hygiene will refuse to grant the application for the issue/re-issue of a food business licence unless the operation of food business at the subject premises is in compliance with government lease conditions. A licence granted may be cancelled if the applicant (individual/corporation) makes a false declaration in the application.

- (3) 申請人（個人／公司）須確保在該處所經營食物業，能符合食環署、其他政府部門及有關的主管當局按其執行的法例所訂立的規定。因此，申請人（個人／公司）應預早查閱以下文件：(i) 政府租契、(ii) 樓宇的入伙紙及 (iii) 法定圖則。申請人（個人／公司）可以從下列政府辦事處獲得有關資料：

The applicant (individual/corporation) must ensure that the operation of food business at the subject premises is in compliance with the requirements imposed under the legislation administered by the FEHD, other government departments and the relevant authorities. Therefore, the applicant (individual/corporation) is advised to check well in advance the following documents: (i) the government lease; (ii) the occupation permit of the building; and (iii) the statutory plan. The applicant (individual/corporation) may obtain relevant information and documents from the following government offices:

土地註冊處

- 綜合查冊中心
- 地址：
香港金鐘道 66 號金鐘道政府合署 19 樓
- 查詢電話：2867 2871
- 該處會收取提供政府租契及入伙紙（如已在土地註冊處登記）複本的服務費用。

Land Registry

- Central Search Office
- Address:
19/F, Queensway Government Offices,
66 Queensway, Hong Kong
- Enquiry Number: 2867 2871
- A fee will be charged for supplying copies of a Government Lease and the Occupation Permit (if registered in the Land Registry) of the building.

屋宇署

- 樓宇資訊中心
- 地址：
九龍旺角彌敦道 750 號始創中心 13 樓
- 查詢電話：2626 1207
- 該署會收取處理申領入伙紙經核證真確副本的費用。

Buildings Department

- Building Information Centre
- Address:
13/F, Pioneer Centre, 750 Nathan Road, Mong Kok, Kowloon.
- Enquiry Number: 2626 1207
- A fee will be charged for applying for a certified true copy of the Occupation Permit of the building.

[註五] (Note 5) :

相關指定表格（FEHB 191）和聲明書（FEHB 192）已上載至食環署網頁（網址：https://www.fehd.gov.hk/tc_chi/forms/index_forms.html）。

The relevant form (FEHB 191) and declaration (FEHB 192) are uploaded to the FEHD website (https://www.fehd.gov.hk/english/forms/index_forms.html).

申請人（個人／公司）須知
Notice to Applicant (Individual/Corporation)

規劃署

- 規劃資料查詢處
- 地址：
香港北角渣華道 333 號北角政府合署 17 樓 或
新界沙田上禾輦路 1 號沙田政府合署 14 樓
- 查詢電話：2231 5000
- 該署就是否須按有關法定圖則及其註釋的規定就處所用途申請規劃許可，提供免費查詢服務。
- 市民可自行透過互聯網，登入「法定規劃綜合網站」（網址：
www.ozp.tpb.gov.hk）瀏覽有關法定圖則及其註釋。
- 市民在下列地點繳付指定費用後，便可取得有關法定圖則及其註釋：
地政總署地圖銷售處
香港北角渣華道 333 號北角政府合署 23 樓（電話號碼：2231 3187）或九龍彌敦道 382 號地下（電話號碼：2780 0981）

Planning Department

- Planning Enquiry Counters
- Address:
17/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong; or
14/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories
- Enquiry Number: 2231 5000
- Free enquiry service is available with respect to whether application for planning permission regarding the use of the premises is required according to the relevant statutory plan and the attached notes.
- The relevant statutory plans and the attached notes can be accessed through the Statutory Planning Portal (www.ozp.tph.gov.hk).
- Copies of the relevant statutory plans and the attached notes can be obtained, on payment of the prescribed fee, from the Map Publications Centre of the Lands Department at 23/F, North Point Government Offices, 333 Java Road, Hong Kong (Tel. No.: 2231 3187) or G/F, 382 Nathan Road, Kowloon (Tel. No.: 2780 0981)

- (4) 就上文第(1)至(3)段，申請人（個人／公司）應參閱《申請食物業牌照申請人／持牌人的發牌和轉讓程序指南：(i)核證食物業處所沒有違例建築工程（違建工程）；(ii)食物業處所必須符合政府租契的條件；及(iii)食物業處所必須符合法定圖則的規限》。相關資料已上載至食環署網頁（網址：https://www.fehd.gov.hk/tc_chi/howtoseries/forms/External_guide_combine_c.PDF）。申請人亦可到食環署牌照組辦事處或分區環境衛生辦事處索取該指南。

For paragraphs (1) to (3) above, the applicant/corporation should read “A Guide to Applicants/Licensees on Procedures of Applying for Issue and Transfer of Food Business Licences on (i) Certification of Free of Unauthorised Building Works (UBW); (ii) Compliance with Government Lease Conditions; and (iii) Compliance with Statutory Plan Restrictions”.

The relevant information has been uploaded to the FEHD website (https://www.fehd.gov.hk/english/howtoseries/forms/new/External_guide_combine_e.PDF). The Guide is also available at the Licensing Offices or the District Environmental Hygiene Offices of the FEHD.

申請人（個人／公司）須知
Notice to Applicant (Individual/Corporation)

- (5) 以公司名義提出的申請書，須連同下列文件遞交，否則食環署無法處理有關申請。

For applications in the name of a corporation, the following documents must be submitted to the FEHD along with this form, otherwise the FEHD is unable to process the application.

- (a) 該公司的商業登記證副本；

a copy of the Business Registration Certificate of the corporation;

- (b) 該公司的組織大綱及細則副本；

a copy of the Memorandum and Articles of Association of the corporation;

- (c) 根據《公司條例》（第 622 章）取得和經公司註冊處處長核證真實的公司註冊證書副本，或任何其他可證實該公司法人身份的文件；

a copy of Certificate of Incorporation under the Companies Ordinance (Cap. 622) certified as true copy by the Registrar of Companies, or any other documents to establish the legal entity of the corporation;

- (d) 公司的註冊辦事處地址更改通知書或法團成立表格（視何者適用而定）的副本，須為經公司註冊處處長核證真實的副本；

a copy of Notice of Change of Address of the Registered Office or Incorporation Form (as appropriate) certified as true copy by the Registrar of Companies;

- (e) 公司最新的周年申報表副本，須為經公司註冊處處長核證真實的副本（在新公司成立為法團的年度內，則請提交經公司註冊處處長核證真實的法團成立表格副本）；

a copy of the latest Annual Return certified as true copy by the Registrar of Companies (or a copy of Incorporation Form certified as true copy by the Registrar of Companies in case of a new corporation in the year of its incorporation);

- (f) 公司董事會通過的書面決議，以授權一名人士代表該公司與發牌當局接洽處理牌照事宜；以及

a resolution in writing passed by the Board of Directors to authorise a person to act on behalf of the corporation to deal with licensing matters with the licensing authority; and

- (g) 該名獲授權人所簽署的接納授權通知書。

Notice of Acceptance of Authorisation signed by the authorised person.

關於申請重發食物業牌照／許可證所填報的個人資料

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1. 收集資料的目的

Purposes of Collection

你透過本申請表格所提供的個人資料，會供食環署用於下述目的：

The personal data provided by means of this form will be used by the FEHD for the following purposes:

- (a) 處理有關向食環署提交的重發食物業牌照／許可證申請的相關事宜；
carrying out activities relating to applications for the re-issue of food business licences/permits to the FEHD;
- (b) 處理與(a)項事宜相關的工作，包括按照張貼告示，或列出申請的有關細節，以徵詢相關人士意見，但不限於該申請獲得批准後的資料記錄；
carrying out activities relating to item (a), including posting public notices or setting out the particulars of an application for public consultation. The personal information to be disclosed is not limited to the information record of a successful application;
- (c) 方便食環署及其他政府部門人員在遵從食物業的法例及規定方面與你聯絡；以及
facilitating communication between the staff of the FEHD and other government departments and you concerning compliance with the laws and regulations applicable to the food business; and
- (d) 根據《食物安全條例》（第 612 章）的規定而可能將有關資料向食環署轄下的食物安全中心披露。
disclosure to the Centre for Food Safety (CFS) of the FEHD in accordance with the provisions of the Food Safety Ordinance (Cap. 612).

你在本表格填報的個人資料，純屬自願提供。不過，如在資料不足的情況下，食環署有可能沒法處理你的重發食物業牌照／許可證申請。

The provision of personal data by means of this form is voluntary. However, if insufficient information is provided, the FEHD may not be able to process your application for the re-issue of food business licences/permits.

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2. 接受資料轉介人的類別

Class of Transferees

你在本表格上填報的個人資料，可能會為上文第 1 段所載目的而向其他政府部門及機構披露。這些個人資料亦會被披露給其他政府部門作執法用途，其中食物安全中心將用以執行《食物安全條例》（第 612 章），水務署將用以執行《水務設施條例》（第 102 章）及《水務設施規例》（第 102A 章），而渠務署將用以執行《污水處理服務條例》（第 463 章）及其附屬法例。根據《污水處理服務條例》的規定，經營食肆及食物製造業的用水帳戶，須就其行業所產生的工商業污水繳交工商業污水附加費。

The personal data you have provided by means of this form may be disclosed to other government departments and agencies in pursuance of the purposes mentioned in paragraph 1 above. The personal data may also be disclosed to other government departments for law enforcement purposes, among which the CFS will use such data for the enforcement of the Food Safety Ordinance (Cap. 612), the Water Supplies Department for the enforcement of the Waterworks Ordinance (Cap. 102) and the Waterworks Regulations (Cap. 102A) and the Drainage Services Department for the enforcement of the Sewage Services Ordinance (Cap. 463) and its subsidiary legislations. According to the Sewage Services Ordinance, operators of the restaurant and food manufacturing trades must pay the Trade Effluent Surcharge for their trade effluent discharged.

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 內第 6 原則的規定，申請人有權查閱及更正他／她的個人資料。查閱的權利包括有權索取本表格內所提供的個人資料副本一份。食環署應查閱要求而提供資料時，可能會徵收費用。

The applicant has a right of access and correction with respect to the personal data as provided for in accordance with Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. His/her right of access includes the right to obtain a copy of his/her personal data which he/she has provided by means of this form. A fee may be imposed for complying with a data access request.

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4. 查詢

Enquiries

如對本表格收集的個人資料有任何查詢，包括查閱和更改這些資料，可向食環署相關分區環境衛生辦事處的主管人員提出：

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the officer in charge of the respective District Environmental Hygiene Offices of the FEHD:

港島區及離島區

Hong Kong & Islands

<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：2545 0506 傳真號碼：2851 7653	<u>Central/Western District Environmental Hygiene Office</u> 10/F, Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong Tel. No.: 2545 0506 Fax No.: 2851 7653
<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	<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
<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	<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
<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	<u>Wan Chai 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
<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	<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

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九龍區	Kowloon
<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	<u>Kowloon City District Environmental Hygiene Office</u> 3/F & 4/F, To Kwa Wan Market and Government Offices, 165 Ma Tau Wai Road, Kowloon Tel. No.: 2711 2493 Fax No.: 2761 0718
<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	<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
<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	<u>Mong Kok District Environmental Hygiene Office</u> 6/F & 7/F, Fa Yuen Street Municipal Services Building, 123A Fa Yuen Street, Mong Kok, Kowloon Tel. No.: 2395 2727 Fax No.: 2391 5572
<u>深水埗區環境衛生辦事處</u> 九龍深水埗元州街 59 至 63 號 元州街市政大廈 8 樓至 10 樓 電話號碼：2748 6959 傳真號碼：2748 6937	<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
<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	<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
<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	<u>Yau Tsim District Environmental Hygiene Office</u> 3/F & 4/F, Kwun Chung Municipal Services Building, 17 Bowring Street, Yau Ma Tei, Kowloon Tel. No.: 2302 1299 Fax No.: 2735 5955

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新界區	New Territories
<u>葵青區環境衛生辦事處</u> 新界葵涌興芳路 166 至 174 號 葵興政府合署 9 樓 電話號碼：2420 9204 傳真號碼：2480 4023	<u>Kwai Tsing District Environmental Hygiene Office</u> 9/F, 166-174 Hing Fong Road, Kwai Chung, N.T. Tel. No.: 2420 9204 Fax No.: 2480 4023
<u>北區環境衛生辦事處</u> 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	<u>North District Environmental Hygiene Office</u> 4/F, Shek Wu Hui Municipal Services Building, 13 Chi Cheong Road, Sheung Shui, N.T. Tel. No.: 2679 2812 Fax No.: 2679 5695
<u>西貢區環境衛生辦事處</u> 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	<u>Sai Kung District Environmental Hygiene Office</u> 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
<u>沙田區環境衛生辦事處</u> 新界沙田沙田鄉事會路 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	<u>Sha Tin District Environmental Hygiene Office</u> Level 12, Tower 1, Grand Central Plaza, 138 Sha Tin Rural Committee Road, Sha Tin, N.T. Tel. No.: 2634 0136 Fax No.: 2634 0442
<u>大埔區環境衛生辦事處</u> 新界大埔鄉事會街 8 號 大埔綜合大樓 3 樓 電話號碼：3183 9119 傳真號碼：2650 1171	<u>Tai Po District Environmental Hygiene Office</u> 3/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, N.T. Tel. No.: 3183 9119 Fax No.: 2650 1171
<u>荃灣區環境衛生辦事處</u> 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	<u>Tsuen Wan District Environmental Hygiene Office</u> 3/F, Yeung Uk Road Municipal Services Building, 45 Yeung Uk Road, Tsuen Wan, N.T. Tel. No.: 2212 9701 Fax No.: 2414 8809
<u>屯門區環境衛生辦事處</u> 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	<u>Tuen Mun District Environmental Hygiene Office</u> 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
<u>元朗區環境衛生辦事處</u> 新界元朗橋樂坊 2 號 元朗政府合署 2 樓至 5 樓 電話號碼：2475 3433 傳真號碼：2477 5099	<u>Yuen Long District Environmental Hygiene Office</u> 2/F-5/F, Yuen Long Government Offices, 2 Kiu Lok Square, Yuen Long, N.T. Tel. No.: 2475 3433 Fax No.: 2477 5099