

受限制食物售賣許可證申請書
APPLICATION FOR RESTRICTED FOOD PERMIT

致 分區辦事處秘書
To: **District Secretary**

本人／本公司*欲申請以下許可證：

I / Our company* intend(s) to apply for permit(s) as follows:

- 以售賣機售賣食物許可證（食物／飲品的名稱在許可證上註明）
Permit to Sell Food by Means of Vending Machine (Name of food/drink to be specified on the permit)
- (可選擇多於一項)
(may choose more than one item)
- 受限制食物售賣許可證 Restricted Food Permit
- | | |
|---|---|
| <input type="checkbox"/> 切開的水果 Cut fruit | <input type="checkbox"/> 涼粉 Leung fan |
| <input type="checkbox"/> 壽司 Sushi | <input type="checkbox"/> 刺身 Sashimi |
| <input type="checkbox"/> 供不經烹煮而食用的蠔 Oysters to be eaten in raw state | <input type="checkbox"/> 供不經烹煮而食用的肉類 Meat to be eaten in raw state |
- 其他，請詳述：_____
- Others, please specify
- 非瓶裝飲料許可證 Non-Bottled Drinks Permit
- 調配分售機提供的飲品
Drinks in dispensing machines
- 經稀釋調製的飲品
Drinks prepared by dilution
- 鮮榨果汁
Fresh fruit juice
- 售賣冰凍甜點許可證 Frozen Confections Permit
- 由製造商供應的原杯及原包裝的冰凍甜點
Frozen confections in manufacturers' cups and wrappers
- 用雪糕杓售賣的冰凍甜點
Frozen confections sold by scoop
- 涼茶許可證 Chinese Herb Tea Permit
- 奶品許可證 Milk Permit
- 新鮮及／或冷藏介貝類水產動物售賣許可證
Fresh and/or Frozen Shell Fish Permit
- 介貝類水產動物（大閘蟹）售賣許可證
Shell Fish (Hairy Crab) Permit

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

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

(1) 申請簽發許可證的業務地址（中文）：

室／鋪 _____ 樓 _____ 座 _____

大廈 _____

屋邨／鄉村 _____

街道名稱及門
牌號碼 _____

*如涉及多於一
條街道，請詳述* _____

分區 _____ 地區 _____

地段號碼
(如適用) _____ 香港／九龍／新界／離島*

Business Address under Application (English) :

Flat/Room/Shop _____ Floor _____ Block _____

Building _____

Estate/Village _____

No. and Name of
Road/Street _____

*Please specify if more
than one road/street is
involved* _____

Sub-district _____ District _____

Lot Number
(if applicable) _____ HK/Kln/NT/Islands*

(倘以公司名義提出申請，你只須填寫第2項及第4項起以後各項及附錄。)

(If application is made in the name of a corporation, you only need to complete items 2, 4 and onwards, and Appendix.)

(2) 申請人姓名／公司名稱* (中文) : _____ (先生／女士*)
Name of Applicant/ (Chinese) (Mr./Ms.*)
Corporation*

(英文) : _____
(English)

(3) 香港身分證／護照*號碼 : _____
Hong Kong Identity Card/Passport* No.

(4) 通訊地址 : _____
Correspondence Address

發證後通訊地址 (如欲在發證後以另一個地址接收信件，請列明。)

Correspondence Address after Issue of Permit (Please state if you wish to receive correspondence at another address after the issue of permit.)

同上 Same as above

(5) 電話號碼 : _____ 傳真號碼 : _____
Tel. No. Fax No.

(6) 電郵地址 : _____ 其他電郵地址(如有)# : _____
Email Address Other Email Address (if any)#

#註：本署會把電郵同時發送至上述兩個電郵地址。

#Note: We will send emails to the two email addresses simultaneously.

(7) 本人以中文／英文*為日後的通訊語言。
I would use Chinese/English* for my future correspondence.

日期 (日／月／年)
Date (dd/mm/yyyy)

申請人簽署
Signature of Applicant

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

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

(適用於以公司名義申請)
(APPLICABLE TO APPLICATION IN THE NAME OF A CORPORATION)

I. 公司資料
Particulars of Corporation

- (1) 公司名稱 (中文) : _____
Name of Corporation (Chinese)
(英文) : _____
(English)
- (2) 公司註冊號碼 : _____ 電話號碼 : _____
Company Registration No. Tel. No.
- (3) 公司註冊地址 :
Address of Registered Office

- (4) 通訊地址 :
Correspondence Address

- (5) 執行董事姓名 (中文) : _____ (先生/女士*)
Name of Managing Director (Chinese) (Mr./Ms.*)
(英文) : _____
(English)
- (6) 住址 :
Residential Address

- (7) 電話號碼 : _____
Tel. No.

II. 獲授權人資料
Particulars of Authorised Person

- (1) 獲授權人姓名 (中文) : _____ (先生/女士*)
Name of Authorised Person (Chinese) (Mr./Ms.*)
(英文) : _____
(English)
- (2) 香港身分證/護照*號碼 : _____
Hong Kong Identity Card/Passport* No.
- (3) 獲授權人在公司擔任的職位 : _____
Position of the Authorized Person in the Corporation
- (4) 住址 : _____
Residential Address

- (5) 電話號碼 : _____ 傳真號碼 : _____
Tel. No. Fax No.
- (6) 聯絡人姓名 : (中文) : _____ (先生/女士*)
Name of Contact Person (Chinese) (Mr./Ms.*)
(英文) : _____
(English)
- (7) 電話號碼 : _____ 傳真號碼 : _____
Tel. No. Fax No.
- (8) 本人以中文/英文*為日後的通訊語言。
I would use Chinese/English* for future correspondence.

日期 (日/月/年)
Date (dd/mm/yyyy)

獲授權人簽署
Signature of Authorised Person
(代表申請公司)
(For and on Behalf of the Applying Corporation)

公司印章
Company Chop

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

申請人須知 NOTICE TO APPLICANT

- (1) 以公司名義提出申請時，須向食物環境衛生署（本署）遞交（可由專人送交或以郵遞方法）下列文件，否則本署無法處理你的申請。

For application in the name of a corporation, the following documents should be submitted (in person or by mail) to Food and Environmental Hygiene Department (this Department), otherwise this Department is unable to process your application.

- (a) 該公司商業登記證的副本；
a copy of the Business Registration Certificate of the corporation;
- (b) 該公司組織大綱及細則的副本；
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分的文件；
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 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 company 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.

- (2) 按照《公眾衛生及市政條例》（第132章）第125(8)條的規定，食物環境衛生署署長若決定拒絕你有關簽發或續發牌照、許可證或登記的申請，必須給予書面通知。假如你不滿署長的決定，可根據該條例第125(9)條的規定，在宣布該項決定的通知書送達給你後的14天內，向牌照上訴委員會提出上訴。

Pursuant to Section 125(8) of the Public Health and Municipal Services Ordinance (Cap.132), the Director of Food and Environmental Hygiene shall inform you in writing of any decision made to reject your application for the grant or renewal of licence, permit or registration. If you are dissatisfied with the decision made by the Director, you may within 14 days after the service on you of the notice declaring the decision appeal to the Licensing Appeals Board in accordance with Section 125(9) of the Ordinance.

- (3) 每個受限制食物售賣許可證只准售賣一項限制出售的食物，如申請涉及多於一項限制出售的食物，本署會就每項食物發出一個許可證，並就每個許可證收取費用。

For each restricted food permit, only one restricted food item is allowed for sale. If the application involves more than one restricted food item, a permit will be issued for each item and a fee will be levied for each permit.

- (4) 申請人亦可在政府表格網頁（網址：www.info.gov.hk/forms/chinese/main.htm），以電子文件形式提交申請書及相關文件。
- Applicant may also submit electronic applications together with the relevant documents via government forms website at www.info.gov.hk/forms/english/main.htm.

許可證申請所收集的個人資料
Collection of Personal Data in Connection with
Application for Permit

(按照《個人資料(私隱)條例》的規定處理)
(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

你在本表格上提供的個人資料，會供食物環境衛生署（食環署）用於下述目的：

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

- (a) 處理向食環署提交簽發／轉讓／續發許可證申請的相關事宜；
carrying out activities relating to applications for issue/transfer/renewal of permits made to FEHD;
- (b) 方便食環署及其他政府部門人員與你聯絡；以及
facilitating communication among staff of the FEHD, other government departments and you; and
- (c) 按照《食物安全條例》（第612章）的規定提供指明資料給食環署轄下的食物安全中心。
providing specified information to the Centre for Food Safety of FEHD in accordance with the provisions of the Food Safety Ordinance (Cap. 612).

你本表格內填寫的個人資料，純屬自願提供。不過，如不提供充分的資料，食環署未必可以處理你的許可證申請。

The provision of personal data by means of this form is voluntary. However, if you do not provide sufficient information, the FEHD may not be able to process your application for permit.

2. 接受資料轉介人的類別
Class of Transferees

你在本表格上提供的個人資料，可能會為上文第1段所述的目的而向其他政府部門及機構披露。

The personal data which 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.

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，你有權要求查閱和改正所提供的個人資料，查閱的權利包括可就在本表格內所提供的個人資料索取複本。食環署應查閱要求而提供資料時，可能會徵收費用。

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

4. 查詢

Enquiries

如對許可證申請有任何疑問，包括就本申請表格收集的個人資料有任何查詢，可與下列各有關分區環境衛生辦事處提出：

Enquiries concerning the application for permit including the personal data collected by means of this form, should be addressed to the following respective District Environmental Hygiene Office:

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：3103 7041 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.: 3103 7041 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：2879 5760 傳真號碼：2519 6884 | <u>Wanchai District Environmental Hygiene Office</u> 7/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wanchai, Hong Kong Tel. no.: 2879 5760 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 3644 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 3644 Fax no.: 2545 2964 |

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：2715 4608 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.: 2715 4608 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 7375 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 7375 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：2749 3627 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.: 2749 3627 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 6943 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 6943 Fax no.: 2748 6937 |
| <u>黃大仙區環境衛生辦事處</u> 九龍黃大仙彩虹道121號大成街街市大樓3樓 電話號碼：2997 9005 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.: 2997 9005 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 1301 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 1301 Fax no.: 2735 5955 |

新界區

New Territories

| | |
|--|---|
| <u>沙田區環境衛生辦事處</u> 新界沙田鄉事會路138號新城市中央廣場第1座12樓1201至1207室及1220至1221室 電話號碼：2634 0136 傳真號碼：2634 0442 | <u>Sha Tin District Environmental Hygiene Office</u> Unit 1201-1207, 1220-1221, 12/F, Tower 1, Grand Central Plaza, 138 Rural Committee Road, Sha Tin, New Territories 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 9111 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, New Territories Tel. no.: 3183 9111 Fax no.: 2650 1171 |
| <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 2815 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, New Territories Tel. no.: 2679 2815 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, New Territories Tel. no.: 3740 5100 Fax no.: 2792 9937 |
| <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：2425 5192 傳真號碼：2480 4023 | <u>Kwai Tsing District Environmental Hygiene Office</u> 9/F, Kwai Hing Government Offices Building, 166-174 Hing Fong Road, Kwai Chung, New Territories Tel. no.: 2425 5192 Fax no.: 2480 4023 |
| <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 9733 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, New Territories Tel. no.: 2212 9733 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：2451 3113 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, New Territories Tel. no.: 2451 3113 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：2920 7605 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, New Territories Tel. no.: 2920 7605 Fax no.: 2477 5099 |