



登記領取香港身份證所須出示的文件

A. 青少年 (年滿十一歲但未足十八歲的人士) 登記領取身份證

替非香港出生的居港兒童登記身份證，須出示該名兒童的：

- (i) 有效旅行證件／護照／入境證／單程通行證／誓章 (視乎何者適用而定)，以確認申請人在香港的居留身份；
- (ii) 出生證明書；及
- (iii) 以前的身份證 (如有的話)。

替在香港出生的居港兒童登記身份證，須出示該名兒童的：

- (i) 出生證明書；
- (ii) 身份證明文件，例如有效旅行證件／護照／最近的學校證件 (須貼有蓋上校印的相片，例如學生手冊或學校紀錄卡)；及
- (iii) 以前的身份證 (如有的話)。

申請人必須由父、母或合法監護人陪同辦理申請手續。陪同申請人一同辦理申請手續的父或母，須出示其身份證。如由合法監護人陪同申請，該監護人須出示其身份證及可證明其監護權的文件。

注意：請帶備文件的正本以供核對。

B. 成年人 (年滿十八歲或以上的人士) 登記領取身份證

兒童身份證或以前的身份證

若申請人從未登記領取兒童身份證，則須出示出生證明書及身份證明文件，例如有效旅行證件／護照／最近的學校證件 (須貼有蓋上校印的相片，例如學生手冊或學校紀錄卡)。

注意：請帶備文件的正本以供核對。

C. 補領已遺失／毀滅／損壞／污損的身份證

十一歲以下的申請人須出示身份證明文件，例如有效旅行證件／最近的學校證件（須貼有蓋上校印的相片，例如學生手冊或學校紀錄卡）／損壞或污損的身份證。

若申請人不足十八歲，必須由父、母或合法監護人陪同辦理申請手續。陪同申請人一同辦理申請手續的父或母須出示其身份證。如由合法監護人陪同申請，該監護人須出示其身份證及可證明其監護權的文件。

若申請人身高不超過 90 厘米，必須同時帶備近照壹張（五十乘四十毫米正面照片）。

注意：請帶備文件的正本以供核對。

D. 新抵港人士登記領取身份證 (註)

有效旅行證件／護照／入境證／單程通行證／誓章（視乎何者適用而定），以確認申請人在香港的居留身份。

根據補充勞工計劃來港工作的人士，同時須出示有效工作合約正本及以前的身份證（如有的話）。

年滿十一歲但不足十八歲的人士，必須由父、母或合法監護人陪同辦理申請手續。陪同申請人一同辦理申請手續的父或母，須出示其護照／旅行證件／香港身份證。如由合法監護人陪同申請，該監護人須出示其護照／旅行證件／香港身份證及可證明其監護權的文件。

注意：請帶備文件的正本以供核對。

註：

1. 持單程通行證由內地來港的新抵港人士必須到人事登記處—九龍辦事處辦理登記身份證手續。
2. 根據補充勞工計劃來港工作的人士必須到人事登記處—觀塘辦事處辦理登記身份證手續。
3. 辦事處地址可參閱「怎樣申請—申領身份證」單張。



GUIDANCE NOTES ON DOCUMENTARY REQUIREMENTS FOR REGISTRATION FOR HONG KONG IDENTITY CARDS

(A) Registration by Juveniles (persons under 18 but over 11)

For registration of resident not born in Hong Kong, produce the juvenile's:

- (i) valid travel document/passport/entry permit/One-way Chinese Exit Permit/affidavits (as appropriate), so as to confirm his/her residential status in Hong Kong;
- (ii) birth certificate; and
- (iii) previous identity card (if any).

For registration of resident born in Hong Kong, produce the juvenile's:

- (i) birth certificate;
- (ii) proof of identity such as valid travel document/passport/recent school documents with certified photograph (e.g. student handbook or school record card); and
- (iii) previous identity card (if any).

The applicant must be accompanied by his/her father/mother or a legal guardian. The accompanying father or mother should produce his/her identity card. In case the applicant is accompanied by a legal guardian, the legal guardian should produce his/her identity card and documentary proof of the legal guardianship.

Note: Please bring the original documents for verification.

(B) Registration by Adults (persons aged 18 or over)

Juvenile identity card or previous identity card

If the applicant has never registered for a juvenile identity card, his birth certificate and proof of identity such as valid travel document/passport/recent school document with certified photograph (e.g. student handbook or school record card) must be produced.

Note: Please bring the original documents for verification.

(C) Replacement of lost/destroyed/damaged/defaced card

Applicant under 11 is required to produce proof of identity such as valid travel document/recent school document with certified photograph (e.g. student handbook or school record card)/defaced or damaged identity card.

If the applicant is under 18, he/she must be accompanied by his/her father/mother or a legal guardian. The accompanying father or mother should produce his/her identity card. In case the applicant is accompanied by a legal guardian, the legal guardian should produce his/her identity card and documentary proof of the legal guardianship.

If the applicant is not taller than 90 cm, one recent photograph (50mm x 40mm full face photo) is also required.

Note: Please bring the original documents for verification.

(D) Registration of New Arrivals [Note]

Valid travel document; entry permit; One-way Chinese Exit Permit; or affidavits (as appropriate), so as to confirm the applicant's residential status in Hong Kong.

Workers arrived in Hong Kong under the Supplementary Labour Scheme is required to produce the original copy of the contract and his/her previous identity card (if any).

Applicant under 18 but over 11 must be accompanied by his/her father/mother or a legal guardian. The accompanying father or mother should produce his/her passport/travel document/Hong Kong identity card. In case the applicant is accompanied by a legal guardian, the legal guardian should produce his/her passport/travel document/Hong Kong identity card and documentary proof of the legal guardianship.

Note: Please bring the original documents for verification.

Note :

1. New arrivals from the Mainland holding One-way Chinese Exit Permit should register for their identity cards at the Registration of Persons — Kowloon Office.
2. Workers arrived in Hong Kong under the Supplementary Labour Scheme should register their identity cards at Registration of Persons — Kwun Tong Office.
3. For details of office address, please see the leaflet "How To Apply — Identity Card".