

Dear Sir / Madam,

Application for Certificate of Exemption

For Application in Person

I, (applicant's name) _____, holder of Hong Kong identity card no. _____, declare that I am residing in Hong Kong. Being an * aged / infirm / blind / (if others, please specify)[#] _____ person, I am unfit to attend the Registration of Persons office to apply for a Hong Kong identity card. I hereby apply for a Certificate of Exemption.

For application through a representative (representative should provide the declaration below)

I (representative's name) _____, holder of Hong Kong identity card no. _____ representing (applicant's name) _____, declare that the applicant is residing in Hong Kong. Being an * aged / infirm / blind/ (if others, please specify) # _____ person, *he/she is unfit to attend the Registration of Persons office to apply for a Hong Kong identity card. I hereby apply for a Certificate of Exemption on behalf of the applicant.

Supporting document

I attach herewith the following documents:

- (i) a recent photograph of the applicant;
- (ii) a copy of the present identity card of the applicant (the identity card must returned upon collection of the EC; if the identity card is lost, please specify) : _____;
- (iii) supporting documents (if applicable): _____;
- (iv) a copy of identity document of the representative (if applicable); _____;
- (iv) relationship proof between applicant and the representative (if applicable): _____

Contact

For any further information or advice for collection of the certificate, you may reach me through:

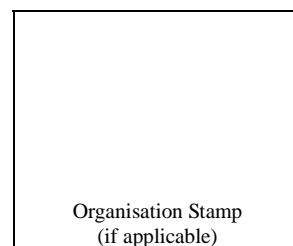
- (i) Correspondence address : _____
- (ii) E-mail address : _____
- (iii) Telephone number : _____

Signature of *applicant/ representative : _____

Name of *applicant/ representative
(in Block Letter) : _____

Name of Organisation and Post Title
(if applicable) : _____

Date : _____



* please delete where inappropriate

[#] an aged person of 70 or above does not need to produce medical certificates; for persons who claimed to be infirm, blind or suffering from health problem, a certificate issued by a Hong Kong registered medical practitioner on the health condition or other relevant supporting documents is/are required.

檔案編號 Case reference number

領取豁免登記證明書安排
Arrangement for Collection of Certificate of Exemption

1. 獲授權領取豁免登記證明書人士資料**Authorised Person for Collection of Certificate of Exemption**

中文姓名 Name in Chinese		姓(英文) Surname	<input style="width: 95%;" type="text"/>
香港身份證號碼 HK identity card no.	<input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> (<input style="width: 10%;" type="text"/>)	名(英文) Given names	<input style="width: 80%;" type="text"/>
聯絡電話號碼 Contact telephone no.	<input style="width: 20%;" type="text"/>	地址 Address	<input style="width: 80%;" type="text"/>

2. 領取豁免登記證明書安排**Arrangement for Collection of Certificate of Exemption**

如申請獲得批准，本人擬於以下選擇的辦事處* 領取豁免登記證明書：

If the application(s) is/are approved, I wish to collect the Certificate(s) of Exemption at the office* chosen below:

- 人事登記處 – 港島辦事處
Registration of Persons – Hong Kong Office
灣仔告士打道七號入境事務大樓八樓（港鐵灣仔站 A5 出口）
8th Floor, Immigration Tower, 7 Gloucester Road, Wan Chai (MTR Wan Chai Station – Exit A5)
- 人事登記處 – 九龍辦事處
Registration of Persons – Kowloon Office
長沙灣道三〇三號長沙灣政府合署三樓（港鐵深水埗站 C1 出口）
3rd Floor, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road (MTR Shamshuipo Station – Exit C1)
- 人事登記處 – 觀塘辦事處
Registration of Persons – Kwun Tong Office
觀塘海濱道一二三號九倉電訊廣場地下商場二十五至三十五號及四十三至四十五號舖位（港鐵牛頭角站 B6 出口）
Shop Nos. 25-35 & 43-45, Ground Floor, Wharf T & T Square, 123 Hoi Bun Road, Kwun Tong (MTR Ngau Tau Kok Station – Exit B6)
- 入境事務及人事登記 – 火炭辦事處
Immigration and Registration of Persons – Fo Tan Office
火炭樂景街二至十八號銀禧薈四樓四〇五及四〇六號舖位（港鐵火炭站 C 出口）
Shops 405 & 406, 4th Floor, Jubilee Square, 2-18 Lok King Street, Fo Tan (MTR Fo Tan Station – Exit C)
- 入境事務及人事登記 – 元朗辦事處
Immigration and Registration of Persons – Yuen Long Office
元朗西菁街二十三號富達廣場地下 B 舖位（大棠道輕鐵站）
Shop B, Ground Floor, Manhattan Plaza, 23 Sai Ching Street, Yuen Long (Tai Tong Road Light Rail Station)

* 擬領取時間
collection hours
preferred

上午九時至
下午十二時四十五分
9:00 a.m. – 12:45 p.m.

下午二時至
四時三十分
2:00 p.m. – 4:30 p.m.

只限星期一至星期五 Monday to Friday only
(星期六不設領證服務。星期日及公眾假期休息)
(Collection service is not available on Saturdays. Offices are closed on Sundays and public holidays.)

日期
Date

日 dd	月 mm	年 yyyy

申請人 / 申請人代表簽署
Signature of applicant / applicant's representative