

香港特別行政區政府入境事務處  
**Immigration Department, the Government of  
the Hong Kong Special Administrative Region**  
已遺失 / 損毀 / 殘破或無法使用的  
香港旅行證件的詳情  
**Details of Previous Hong Kong  
Travel Document which has been  
Lost / Damaged / Defaced / Is not Available**



- 注意 Note:
- (i) 請用黑色或藍色筆以正楷填寫本申請書。  
Please complete this form in BLOCK letters using black or blue pen.
  - (ii)  請在適當方格內填上「✓」號。  
 Please tick as appropriate.
  - (iii) 本表格免費派發。  
This form is issued free of charge.

**警告** 如就此項申請作出虛假陳述或填報失實資料，即屬違法。  
**Warning :** It is an offence in law to furnish any false statement or information relating to this application.

**旅行證件類別 Type of Travel Document**

香港特別行政區護照 HKSAR Passport

香港特別行政區簽證身份書 HKSAR Document of Identity for Visa Purposes

注意：若申請人以前曾經遺失護照，所獲發的新護照有效期可暫為一年。

香港海員身份證 Hong Kong Seaman's Identity Book

Remarks: If applicant has previously lost a passport, the validity of the replacement passport may be valid for one year initially.

香港特別行政區回港證 HKSAR Re-entry Permit

**1. 旅行證件上的個人資料 Personal particulars shown on travel document**

姓 (中文) Surname in Chinese		姓 (英文) Surname in English	
名 (中文) Given names in Chinese		名 (英文) Given names in English	

**2a. 遺失旅行證件原因 Reason for loss of travel document**

- 在家中未能尋獲 Misplaced at home
- 盜竊 Burglary / theft
- 被人騙去 Deception
- 在搬遷 / 家中裝修時遺失 Lost during house removal / decoration
- 在交通工具上遺失 Lost in public transport
- 其他原因 Other reason:

**b. 旅行證件損毀 / 殘破或無法使用的原因 Reason for damaged / defaced travel document or its unavailability**

**3. 如屬遺失旅行證件，請說明 For loss of travel document's case, please state:**

(a) 最後一次使用該旅行證件的日期 When the travel document was last used	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 日 dd 月 mm 年 yyyy	(b) 最後一次使用該旅行證件的地點 Where the travel document was last used	<input style="width: 150px;" type="text"/>
(c) 遺失的日期 Date of loss	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 日 dd 月 mm 年 yyyy	(d) 遺失的地點 Place of loss	<input style="width: 150px;" type="text"/>

**4. 聲明書 Declaration** § 將不適用的每一項刪去，並在其旁邊簽名。 § Cross out and sign against each item which does not apply.

本人，即下開簽署人，現謹此聲明: I, the undersigned, declare that:

- (1) 就本人所知及相信，以上資料均屬正確無誤，而自從獲發給上述旅行證件後，從未另行申請上述旅行證件。  
The above information is correct to the best of my knowledge and belief and that no other application for a travel document has been made since the above travel document was issued.
- (2) 本人保證如重獲上述旅行證件，會立刻將它送回香港入境事務處 / 中國駐外國的使領館註銷。  
I undertake in the event that the abovementioned travel document comes into my possession again, I will return it immediately to the Immigration Department, Hong Kong / Chinese embassy / consulate-general for cancellation.
- § (3) 本人明白本人報失之旅行證件將在證件補發後予以取消。  
I understand that my lost travel document will be cancelled subsequent to the issue of a replacement travel document.

申請人姓名  
Name of Applicant \_\_\_\_\_

日期  
Date        
日 dd 月 mm 年 yyyy

簽署  
Signature



注意 Note: 請於邊界內簽署。 Please sign within border.



## **收集資料的目的 Purpose of Collection**

申請書內所提供的個人資料，會供入境事務處作下列一項或多項用途：

- 一 辦理你的申請；
- 二 實施/執行《香港特別行政區護照條例》(第 539 章)、《入境條例》(第 115 章)及《入境事務隊條例》(第 331 章)的有關條文規定，以及履行入境管制職務，藉此協助其他政府決策局和部門執行其他法例和規例；
- 三 在有關人士向入境事務處提出申請並提名你為保證人或諮詢人時，將你的資料供作核對用途；
- 四 供作統計及研究用途，但所得的統計數字或研究成果，不會以能辨識各有關的資料當事人或其中任何人的身份的形式提供；以及
- 五 供作法例規定、授權或准許的其他合法用途。

就有關申請提供個人資料純屬自願。若你未能提供足夠資料，本處可能無法辦理你的申請。

### **資料轉交的類別**

為了上述目的，你在本申請書內所提供的個人資料，或會向其他政府決策局和部門及其他機構披露。

### **查閱個人資料**

根據《個人資料(私隱)條例》(第 486 章)第 18 及 22 條，以及附表 1 第 6 項原則，你有權要求查閱及改正個人資料。你的查閱權利包括在繳交有關費用後，索取你在申請書內所填報的個人資料的副本。

如對本申請書所收集的個人資料有任何查詢，包括查閱或改正有關資料，可向下列人員提出：

香港灣仔告士打道 7 號入境事務大樓 4 樓  
總入境事務主任(旅行證件及國籍)申請  
電話：2829 3083

The personal data provided in the application form will be used by Immigration Department for one or more of the following purposes:-

- (a) to process your application;
- (b) to administer/enforce relevant provisions of the Hong Kong Special Administrative Region Passports Ordinance (Chapter 539), the Immigration Ordinance (Chapter 115) and Immigration Service Ordinance (Chapter 331), and to assist in the enforcement of any other Ordinances and Regulations by other government bureaux and departments through carrying out immigration control duties;
- (c) to process other person's application for immigration facilities in which you are named as a sponsor or referee;
- (d) for statistics and research purposes on the condition that the resulting statistics or results of the research will not be made available in a form which will identify the data subjects or any of them; and
- (e) for any other legitimate purposes as may be required, authorised or permitted by law.

The provision of personal data in the process of your application is voluntary. If you do not provide sufficient information, we may not be able to process your application.

### **Classes of Transferees**

The personal data provided in this form may be disclosed to government bureaux, departments and other organisations for the purposes mentioned above.

### **Access to Personal Data**

You have the right to request access to and correction of your personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Chapter 486). Your right of access includes the right to obtain a copy of your personal data provided in this application form subject to payment of a fee.

Enquiries concerning the personal data collected by means of this application form, including making of access and corrections, should be addressed to :

Chief Immigration Officer  
(Travel Documents and Nationality) Application  
4/F, Immigration Tower, 7 Gloucester Road  
Wan Chai, Hong Kong  
Tel: 2829 3083