



收費表
Fee Leaflet

由一九九七年十月三十一日起，各生死登記處所提供的各項服務收費如下：

With effect from 31 October 1997, fees charged for the births and deaths registration services are as follows:

	<u>項目</u> <u>Item</u>	<u>費用(港元)</u> <u>Fee (HK\$)</u>
1.	簡略格式的出生證明書 Shortened form of birth certificate	70
2.	出生登記的核證副本 (即出生證明書) Certified copy of birth entry (i.e. birth certificate)	140
3.	領養登記的核證副本 (即領養證明書) Certified copy of adoption entry (i.e. adoption certificate)	140
4.	死亡登記或失蹤者登記的核證副本 (即死亡證明書或失蹤者證明書) Certified copy of death or missing person entry (i.e. death certificate or missing person certificate)	140
5.	逾期出生登記 (出生 42 天後但不超過 12 個月) Post-registration of births (after 42 days and within 12 months from the date of birth)	140
6.	「特定查冊」(即翻查一名有明確資料人士的某一紀錄 [申請人須提供該名人士的確實姓名，及出生日期 {如有}]。此項查冊涵蓋前後合共不超過 5 年期的紀錄。除非申請人作出特別聲明，本處進行翻查時，會先按申請人所提供的出生/死亡年份 [例如 1990 年] 查找。如未能在原提供的出生/死亡年份找到對應紀錄，本處會進一步翻查該年份前兩年至後兩年，合共涵蓋 5 年的紀錄 [按上例，即 1988-1992 年]。)	140

‘Particular search’ (a search for any given entry in relation to an identified person [i.e. the person's exact name and date of birth {if available} can be provided for the search]. The search conducted will not exceed a period of 5 years. Unless otherwise specified by the applicant, the search will be conducted on **the year of birth/death as provided** [e.g. 1990]. In case no matched record is found against **the year of birth/death provided**, the search will be conducted with 2 years preceding and 2 years following **the year of birth/death provided**, with a period of 5 years in total. [by the above example, i.e. 1988-1992])

<u>項目</u>	<u>費用(港元)</u>
<u>Item</u>	<u>Fee (HK\$)</u>
<p>7. 任何登記紀錄內某記項的核證副本，如郵寄予香港以外地方的收件人 (如需以空郵寄出，則須額外繳付相等於正常空郵郵資的費用。)</p> <p>A certified copy of any entry in the register if posted to an addressee outside Hong Kong (if the copy is required to be sent by airmail, an additional fee of an amount equal to the airmail postage at the normal rate shall be paid.)</p>	275
<p>8. 在出生記項內為兒童加名或改名 (出生 42 天後)</p> <p>Addition/Alteration of name of the child in birth entries (after 42 days from the date of birth)</p>	425
<p>9. 子女名字或更改名字登記證明書</p> <p>A certificate of registration of name or alteration of name of child</p>	140
<p>10. 更正登記紀錄內的錯誤</p> <p>A correction of an error in register</p>	425
<p>11. 逾期出生登記 (出生滿 12 個月後)</p> <p>Post-registration of births (after the expiry of 12 months from the date of birth)</p>	680
<p>12. 根據《生死登記條例》及《領養條例》而備存的「一般查冊」(即翻查不屬於「特定查冊」類別的紀錄，例如該名人士的個人資料不能確定 [申請人未能提供該名人士的確實姓名及/或確實出生日期，以供本處翻查紀錄]。)</p> <p>‘General search’ under the Births and Deaths Registration Ordinance and the Adoption Ordinance (a search for any entry other than ‘particular search’, for example, in relation to a person whose personal information could not be specified [i.e. the person's exact name and/or exact date of birth cannot be provided for the search].)</p>	680
<p>13. 根據《出生登記(特設登記冊)條例》及《死亡登記(特設登記冊)條例》而備存的「一般查冊」(即翻查索引或登記冊內不屬於「特定查冊」類別的紀錄，例如該名人士的個人資料不能確定 [申請人未能提供該名人士的確實姓名及/或確實出生日期，以供本處翻查紀錄]。)</p> <p>‘General search’ under the Births Registration (Special Registers) Ordinance and the Deaths Registration (Special Registers) Ordinance (a search either in indexes or in the register books for information other than ‘particular search’, for example, in relation to a person whose personal information could not be specified [i.e. the person's exact name and/or exact date of birth cannot be provided for the search].)</p>	680
<p>14. 為獲確立婚生地位人士的出生重新登記 (結婚 3 個月後)</p> <p>Re-registration of birth of legitimated person (after 3 months of marriage)</p>	340
<p>15. 為獲確立婚生地位人士的出生重新登記後而簽發的出生紀錄核證副本</p> <p>Certified copy of the entry after re-registration of birth of legitimated person</p>	140