

**Form 3****表格三**

THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION OF THE PEOPLE REPUBLIC OF CHINA

中華人民共和國香港特別行政區政府

GAS SAFETY (GAS SUPPLY) REGULATIONS, CAP.51

《氣體安全(氣體供應)規例》(第51章)

NEW APPLICATION/RENEWAL FOR PERMIT FOR CONVEYANCE OF LPG CYLINDERS ON GAS VEHICLE

新申請／續期使用氣體車輛運送石油氣瓶的許可證

To the Gas Authority:

致：氣體安全監督

(Note: This application form is used for new application/renewal for permit to convey LPG cylinders on gas vehicle.

注意：本申請表格供新申請／續期使用氣體車輛運送石油氣瓶的許可證之用。

The applicant should complete all sections of this application form in **BLOCK** letters and **SIGN** the form.

申請人須以正楷填寫本表格各欄，並在表格上簽署。

The fee for the issue of permit should be paid by the applicant at the time of collection of the permit.

申請人應在領取許可證時繳交發給許可證費用。

I/We hereby apply for a permit to convey LPG cylinders on gas vehicle and I/We declare that all particulars, statements and documents submitted herein and with this application form are true and correct.

本人／我們現申請使用氣體車輛運送石油氣瓶的許可證，本人／我們並謹此聲明，在本申請表格內填報的一切資料、所作的陳述及附上的文件全屬真實無訛。

Date: \_\_\_\_\_ Owner's Signature \_\_\_\_\_ Company Chop: \_\_\_\_\_  
日期：\_\_\_\_\_ 車主簽署：\_\_\_\_\_ 公司印章：\_\_\_\_\_

(If applicable 如適用)

**Section A: Particulars of Gas Vehicle**

A 部：氣體車輛資料

(1) Vehicle Registration Number: \_\_\_\_\_ (2) Trailer Number (if applicable): \_\_\_\_\_  
車輛登記證號碼：\_\_\_\_\_ 拖車號碼(如適用)：\_\_\_\_\_

(3) Type of Vehicle:  Lorry #  Tractor #  Village Vehicle #  
車輛種類：貨車 # 拖頭 # 鄉村車 #

New Application 新申請 #  Renewal Application 續牌申請 # (Item 3 to 6 could be omitted, (3)至(6)項可無需填寫)

(3) Make: \_\_\_\_\_ (4) Chassis Number: \_\_\_\_\_  
廠名：\_\_\_\_\_ 車身底盤號碼：\_\_\_\_\_

(5) Engine Number: \_\_\_\_\_ (6) Permitted Gross Vehicle Weight: \_\_\_\_\_  
引擎號碼：\_\_\_\_\_ 最高車輛總重：\_\_\_\_\_

(7) Emergency Contact No.: \_\_\_\_\_ (8) Parking Location: \_\_\_\_\_  
緊急聯絡號碼：\_\_\_\_\_ 停泊地點：\_\_\_\_\_

# Please tick in the appropriate box. 請在適當方格內填上「✓」號。

**Section B: Particulars of Owner of the Gas Vehicle**

B 部：氣體車輛車主資料

(9) Name of Company/ Name: \_\_\_\_\_  
公司名稱／姓名：\_\_\_\_\_ (English/英文) \_\_\_\_\_ (Chinese/中文)

(10) C.R. No./ HKIC No.: \_\_\_\_\_ (11) Telephone Number: \_\_\_\_\_  
公司註冊證號碼／香港身份證號碼：\_\_\_\_\_ 電話號碼：\_\_\_\_\_

(12) Fax Number: \_\_\_\_\_ (13) Email Address: \_\_\_\_\_  
傳真號碼：\_\_\_\_\_ 電郵地址：\_\_\_\_\_

(14) Registered Address\*: \_\_\_\_\_  
登記地址\*：\_\_\_\_\_

\* The registered address should be the same as the address printed on the Business Registration Certificate for Company Applicant.

\* 登記地址須與公司申請人的商業登記證地址相同。

**Section C: Method of Collection**

C部： 取證方式

- I will collect the Permit in person. # 本人將親自領取許可證。#
- The Permit will be collected by my agent. # 許可證將由代理人代為領取。#
- Please send the Permit to me by post. # 請將許可證郵寄給我。#
- My Postal Address is the same as the registered address. # (Item 15 could be omitted) 我的郵寄地址與登記地址相同。# ((15)可無需填寫)

(15) Postal Address:

郵寄地址：

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**Section D: Method of Payment**

D部： 付款方式

- I will pay in cash at the EMSD's Headquarters. # 本人將親臨機電工程署總部大樓以現金支付。#
- I will pay by crossed cheque. # ^ 本人將以劃線支票支付。# ^ Cheque No. 支票號碼： 

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^ Please write down the vehicle owner's name, contact number and vehicle registration number on the back of the cheque.

^ 請在支票背面寫上車主名稱／姓名、聯絡電話和車牌號碼。

# Please tick in the appropriate box. 請在適當方格內填上「✓」號。

**Section E: Particular of Agent (Optional)**

E部： 代理人資料(可選擇填寫)

I hereby authorise my agent detailed as below to be my representative to handle any matter in this application:

本人謹此授權以下代理人代表本人處理一切與是次申請有關的事宜：

(16) Name of Company (if applicable):

公司名稱(如適用)：

(17) Contact Person

聯絡人：

(18) HKIC No.:

香港身份證號碼：

(19) Telephone Number:

電話號碼：

(20) Fax Number:

傳真號碼：

Date:

日期：

Owner's Signature

車主簽署：

Company Chop:

公司印章：

(If applicable 如適用)

**Instruction for Submitting Application and Payment**

- Applicant should refer to the publication "Guidance Note GU11 - Application for Cylinder Wagon Permit" issued by the EMSD for the permit application process.
- The vehicle owner/applicant should submit the filled and duly signed form, together with the certified true copy of supporting document specified in Annex 2 by post or in person to the Gas Authority, Gas Standards Office, EMSD Headquarters, 3 Kai Shing Street, Kowloon.
- The vehicle owner/applicant may also apply for the permit via the EMSD's Web-Based Registration Services (WBRS) (<https://wbrs.emsd.gov.hk/>).
- The fee for this application should be paid before the collection of permit, the application fee is HK\$2,420 (New) / HK\$ 600 (Renewal).
- For payment to be made by cheque, it should be payable to "The Government of Hong Kong Special Administrative Region".

**遞交申請和繳款的指示**

- 有關許可證的申請程序，申請人可參考機電工程署出版的《氣體應用指南之十一：石油氣瓶車許可證之申請指南》。
- 車主／申請人應將已填妥及簽署的表格，連同附件二指定的文件的核證副本郵寄或親身遞交至九龍啟成街3號機電工程署總部大樓氣體標準事務處氣體安全監督。
- 車主／申請人亦可選擇經機電工程署的網上註冊服務(<https://wbrs.emsd.gov.hk/>)申請許可證。
- 有關申請費用須在領取許可證前繳交，新證費用為2,420港元，續證費用為600港元。
- 如以支票繳交費用，抬頭人須為「香港特別行政區政府」。

**Annex 1 of Form GSO/03 – Notes for Applicants**  
**表格 GSO/03 附件一 – 申請人須知**

1. 本申請表格供新申請／續期使用氣體車輛運送石油氣瓶的許可證之用。  
This application form is used for new application/renewal of a permit for the conveyance of LPG cylinders on a gas vehicle.
2. 申請人須以指定方式提供本表格所指明的證明文件。  
The applicant should provide the supporting documents in the format specified in this form.
3. 如欲續領許可證，申請人應在現有許可證有效期屆滿前不多於 3 個月及不少於 18 個工作天內排期驗車。若現有許可證有效期已屆滿，則會按《氣體安全(氣體供應)規例》第 26(1)條簽發新的許可證。  
For renewal of the permit, the applicant should make a vehicle examination appointment not earlier than 3 months and not less than 18 working days before the permit expiry date. Where the permit has already expired, a new permit will be issued in accordance with regulation 26(1), Gas Safety (Gas Supply) Regulations.
4. 貨車如要排期驗車，可於星期一至五上午 9 時至下午 5 時致電 2808 3234 與氣體標準事務處預約時間，或經由網上進行預約(<https://lpgcw.emsd.gov.hk>)。驗車時間只限於星期二及星期四(公眾假期除外)。  
Appointment for goods vehicle examination can be arranged with Gas Standards Office on 2808 3234 between 9:00 a.m. and 5:00 p.m. from Monday to Friday, or book through our online booking system (<https://lpgcw.emsd.gov.hk>). Vehicle examination can only be arranged on Tuesday and Thursday (excluding public holiday).
5. 至於貨櫃車及鄉村車輛的驗車安排，請致電 2808 3234 與氣體標準事務處預約排期驗車。  
For freight container vehicle and village vehicle, please contact Gas Standards Office at 2808 3234 to make arrangement for examination.
6. 申請人須在石油氣瓶車驗車日或之前，將本表格的正本填妥並交回氣體標準事務處。  
The applicant should duly complete this application form and return the original to Gas Standards Office on or before the vehicle examination day.
7. 詳情請參閱《氣體應用指南之十一 — 石油氣瓶車許可證之申請指南》。  
For further details, please refer to Gas Utilisation Guidance Note 11 - Application for Cylinder Wagon Permit.

## Annex 2 of Form GSO/03 – Specified Supporting Documents

### 表格 GSO/03 附件二 – 指定證明文件

The applicant should submit the duly signed application form together with the following supporting documents :

申請人須將下列指定證明文件連同已簽妥的申請表格一併遞交：

Document 文件	Remarks 備註	New Application 新申請	Renewal Application 續期申請
Hong Kong Identity Card 香港身份證 <b>Or或</b> Company Registration Certificate 公司註冊證書	Vehicle Owner 車主  For Company Applicant 以公司名義申請適用	Required* 需要*	
Business Registration Certificate 商業登記證	For Company Applicant 以公司名義申請適用	Required @ 需要@	Required @ 需要@
Vehicle Registration Document 車輛登記文件 (T.D. 26)		Required * 需要*	Required @ 需要@
Certificate of Roadworthiness 檢驗汽車機械及格證書 (T.D. 89) <b>Or或</b> Vehicle Examination Report and Repair Order 車輛檢驗報告及修理通知令 (V.E. 24)	The issue date should be within 4 months before vehicle examination 簽發日期須在車輛檢驗前的4 個月內	Required @ 需要@	Required @ 需要@
Certificate of Fire Service Installation and Equipment 消防裝置及設備證書 (F.S. 251)	The vehicle registration number, name of customer and address, as well as the type and serial number of fire services equipment must be included 必須包括車輛登記號碼、客戶 名稱及地址，以及消防設備的 種類及編號。	Required @ 需要@	Required @ 需要@
Authorisation letter from Registered Gas Supply Company 註冊氣體供應公司授權信		Required @ 需要@	Required @ 需要@

Remarks: @ MUST provide certified true copy

必須提供核證副本

\* MUST provide certified true copy and produce original for checking

必須提供核證副本及出示正本以供核對

*(Certified true copy is the copy of document carrying a **genuine** signature and company chop of the applicant/ vehicle owner, photocopy of signature is not accepted)*

*(核證副本是指有申請人／車主親筆簽名／公司印章的文件副本，簽名的影印本不被接*

*納)*

For supporting document submitted electronically via the EMSD's Web-based Registration Services (WBRs) and digitally signed with "iAM Smart plus", submission of certified true copies in hard copy is not required.

如申請人透過機電工程署的網上註冊服務遞交證明文件，並使用「智方便+」作電子簽署，則無需另行遞交以上證明文件的核證副本硬複本。

**Annex 3 of Form GSO/03 – Anti-Bribery Statement**  
**表格 GSO/03 附件三 – 防止賄賂聲明**

**防止賄賂**

任何人士試圖向任何政府人員提供利益(按照香港法例第 201 章《防止賄賂條例》中對利益的定義)，以影響本申請的結果，即構成《防止賄賂條例》下的罪行，並導致有關申請無效，而機電工程署會把個案向廉政公署報告。如任何政府人員或其代理人就本申請向你索取利益，你應向廉政公署舉報(電話號碼：2526 6366)。

**Prevention of Bribery**

Any attempt to offer advantage (as defined in the Prevention of Bribery Ordinance (“POBO”) (Chapter 201 of the Laws of Hong Kong)) to any Government officer with a view to influencing the outcome of this application constitutes an offence under the POBO and renders the application invalid. The case will be reported to the Independent Commission against Corruption (“ICAC”). You should report to the ICAC (Telephone No.: 2526-6366) if any government officers or their agents solicits an advantage from you in relation to this application.

## Annex 4 of Form GSO/03 – Personal Data Privacy Statement 表格 GSO/03附件四 – 個人資料私隱聲明

### 收集個人資料的目的

#### Purpose of Personal Data Collection

在本表格提供的個人資料，政府會用於下列目的：

The personal data provided by means of this form will be used by the Government for the following purposes:

- a. 與根據《氣體安全條例》相關條文審批你在本表格中的申請有關的事宜；以及 activities relating to the processing of your application in this form in accordance with the relevant provisions of the Gas Safety Regulations; and
- b. 方便政府與你通訊。  
facilitating communication between the Government and you.

### 受讓人的類別

#### Classes of Transferees

你的申請獲接納後，你的個人資料會存放於機電工程署(機電署)，並向機電署的資料使用者披露。

Upon acceptance of your application, your personal data will be kept at the Electrical & Mechanical Services Department (EMSD) and disclosed to the data users of the EMSD.

### 查閱個人資料

#### Access to Personal Data

根據《個人資料(私隱)條例》第18及22條，以及附表1第6原則的規定，你有權查閱及改正個人資料。你的查閱權包括索取在本表格所提供個人資料的副本。

You have the right of access and correction with respect to your personal data as provided for in 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 provided by this form.

### 查詢

#### Enquiries

如欲查詢有關本表格所收集的個人資料，包括查閱及改正資料，應向機電工程署署長提出：

地址：香港九龍啟成街3號機電工程署氣體標準事務處      電話：2808 3683

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

Address: Gas Standards Office, 3 Kai Shing Street, Kowloon, Hong Kong.      Telephone No.: 2808 3683