

Hong Kong Police Force 香港警務處
Application Form for Road Event Permit 道路活動許可證申請表
[Section 55(3), Road Traffic Ordinance, Cap. 374
《道路交通條例》(第 374 章)第 55(3)條]

(A) Particulars of the Applicant 申請人資料

- (1) Name of Applicant in English
申請人英文姓名 _____
- (2) Name of Applicant in Chinese
申請人中文姓名 _____
- (3) Hong Kong Identity Card Number of Applicant
申請人香港身份證號碼 _____
- (4) Residential and Contact Address of Applicant
申請人住址及聯絡地址

- (5) Occupation of Applicant
申請人職業 _____
- (6) Contact Telephone Number of Applicant
申請人聯絡電話號碼 _____
- (7) Email Address of Applicant
申請人電郵地址 _____
- (8) Name of Organising Body
活動主辦機構名稱 _____
- (9) Address of Organising Body
活動主辦機構地址

- (10) Contact Telephone and Fax Number of Organising Body
活動主辦機構聯絡電話號碼及傳真號碼 _____
- (11) Position of Applicant in Organising Body
申請人在活動主辦機構所擔任的職位 _____
- (12) Website of the Organising Body and the Event
活動主辦機構及有關活動的網站 _____
- (13) Name of Contact Person in English
聯絡人英文姓名 _____
- (14) Name of Contact Person in Chinese
聯絡人中文姓名 _____

- (15) Contact Telephone Number and Email
Address of Contact Person
聯絡人聯絡電話號碼及電郵地址 _____

(B) Particulars of the Event 活動詳情

- (1) Name of the Event (English and Chinese)
活動名稱 (英文及中文) _____
- (2) Form of the Event (e.g. running, cycling or aquathlon etc.)
活動形式 (例如跑步, 踏單車或水陸兩項鐵人等) _____
- (3) Starting Date and Time of the Event
活動開始的日期及時間 _____
- (4) Finishing Date and Time of the Event
活動結束的日期及時間 _____
- (5) Details of Route (including locations of Starting Point, Finishing Point and Check Points)
(A route map **must** be attached)
路線詳情(包括起點, 終點及檢查站的位置) (必須附上路線圖)

- (6) Anticipated Total Number of Participants*
預計總參加人數* _____
- * If divided into relays, time trials etc., the total number of people participating over the course or sections of the course at any one time.
*若分為接力賽、計時選拔賽等, 則指整個過程或在過程中任何一個時段的總參加人數。
- (7) Age Group of Participants
參加者的年齡組別 _____
- (8) Number of Marshals and Supervisors provided for the Event
活動的糾察及監督人數 _____
- (9) Will Marshals and Supervisors Wear Identification Armbands or Uniform?
(If yes, a sample must be submitted with this application.)
糾察人員及監督人員會否佩戴臂章或穿著制服?
(如會的話, 須把有關樣本與本申請表一起遞交。) _____
- (10) Will Vehicles be Used to Carry Marshals and Supervisors?
(If yes, a vehicle identification label must be submitted with this application.)
會否使用車輛接載糾察人員及監督人員?
(如會的話, 須把車輛識別標貼與本申請表一起遞交。) _____
- (11) Will the Event Involve the Use of Private and Closed Roads?
活動會否使用私家路及封閉的道路? _____
- (12) If Answer to (11) is Yes, has Permission been Obtained from Transport Department or Relevant Authority?
(If yes, a copy of the approval document must be submitted with this application.)
如第(11)條的答案是「會」的話, 是否已取得運輸署或有關當局批准?
(如已獲批准, 須把批准文件副本與本申請表一起遞交。) _____

- (13) Anticipated Number of Spectators
預計觀眾人數 _____
- (14) Is a Stand or Demarcated Area or Similar Facility to be Provided for Spectators?
(If yes, approval to be obtained from The Director of Food and Environmental Hygiene.)
會否為觀眾提供看臺、劃定地區或類似設施？
(如會的話，須取得食物環境衛生署署長的批准。)
- (15) Is Police Coverage Required?
是否需要警方巡邏？ _____
- (16) Will the Event be Publicised/Covered by Press or Media?
新聞界或傳媒會否宣傳或報導此活動？ _____
- (17) Is it Intended to Use Loudspeakers?
會否打算使用揚聲器？ _____
- (18) If Answer to (17) is Yes, Give Details of the Location and Times between which it is Proposed to Use Loudspeakers.
如第(17)條的答案是「會」的話，請提供擬使用揚聲器的地點及時間詳情。

- (19) Will the Event Require the Application for Any Permission from Other Government Department?
活動是否須要向其他政府部門作出准許申請？

- (20) If Answer to (19) is Yes, has Permission been Obtained from Government Department or Relevant Authority?
(If yes, a copy of the approval document must be submitted with this application.)
如第(19)條的答案是「是」的話，是否已取得政府部門或有關當局批准？
(如已獲批准，須把批准文件副本與本申請表一起遞交。)
- _____

I, the undersigned, herewith make application to hold a road event the particulars of which are set out above.

本人為下方簽署人，現申請在道路上舉辦活動，活動詳情已在上面列明。

I understand that if a permit is granted to me in consequence of this application, I shall, as permit holder, be responsible for observing the terms of every condition which will be contained in the said permit.

本人明白如因本申請而獲發許可證，本人身為許可證持有人，須負責遵守有關許可證所載的全部條款。

Signature of Applicant
申請人簽署

Date
日期

Notice to Applicant:

(1) This application form may be posted or handed in to reach one of the following addresses **at least one month** prior to the event:

- (a) For events covering more than one Land Region
e.g. Kowloon and New Territories
The Chief Superintendent Traffic
Traffic Branch Headquarters
32/F, Arsenal House, Police Headquarters,
1 Arsenal Street, Wanchai, Hong Kong
- (b) For events only involve Hong Kong Island
The Regional Commander,
Hong Kong Island Regional Police Headquarters
Caine House, Arsenal Street,
Wanchai, Hong Kong
- (c) For events only involve Kowloon West
The Regional Commander,
Kowloon West Regional Police Headquarters
190 Argyle Street, Kowloon City, Kowloon
- (d) For events only involve Kowloon East
The Regional Commander,
Kowloon East Regional Police Headquarters
110 Po Lam Road North,
Tseung Kwan O, Kowloon
- (e) For events only involve the North New Territories
The Regional Commander, New Territories North
Regional Police Headquarters
6 On Po Lane, Tai Po, New Territories
- (f) For events only involve the South New Territories
(including Lantau Island)
The Regional Commander, New Territories South
Regional Police Headquarters
8 Shing Mun Road, Tsuen Wan, New Territories
- (g) For events only involve the Marine Region
(i.e. including the outlying islands but excluding
Lantau Island)
The Regional Commander,
Marine Regional Police Headquarters
Tai Hong Street, Sai Wan Ho, Hong Kong

(2) If a stand or demarcated area or similar facility is to be provided for spectators, the organiser is required to apply for a permit from the Director of Food & Environmental Hygiene. Please refer to the website of Food & Environmental Hygiene Department for details (https://www.fehd.gov.hk/tc_chi/forms/index_forms.html).

(3) If there is insufficient space available to give all details, additional details may be given on blank paper attached to the form.

申請人須知：

(1) 本申請表應在活動舉行前**最少一個月**，郵寄或遞交至以下其中一個地址：

- (a) 涉及多於一個陸上總區的活動，例如九龍及新界
送交香港灣仔軍器廠街 1 號警察總部
警政大樓 32 樓
交通總部總警司(交通)
- (b) 只涉及港島總區的活動
送交香港灣仔軍器廠街堅偉樓
港島總區總部
港島總區指揮官
- (c) 只涉及西九龍總區的活動
送交九龍九龍城亞皆老街 190 號
西九龍總區總部
西九龍總區指揮官
- (d) 只涉及東九龍總區的活動
送交九龍將軍澳寶琳北路 110 號
東九龍總區總部
東九龍總區指揮官
- (e) 只涉及新界北總區的活動
送交新界大埔安埔里 6 號
新界北總區總部
新界北總區指揮官
- (f) 只涉及新界南(包括大嶼山)總區的活動
送交新界荃灣城門道 8 號
新界南總區總部
新界南總區指揮官
- (g) 只涉及水警總區(包括離島，但不包括大嶼山)的活動
送交香港西灣河太康街
水警總區總部
水警總區指揮官

(2) 如為觀眾提供看臺、劃定地區或類似設施，主辦者須向食物環境衛生署署長申請許可證。詳情請參考食物環境衛生署網站。
(https://www.fehd.gov.hk/tc_chi/forms/index_forms.html)

(3) 如沒有足夠空位填寫所有資料，可用白紙填寫附加資料並夾附在申請表上。