



## HOW TO APPLY FOR A PAWNBROKERS LICENCE

### A Guide to the Pawnbrokers Ordinance, Cap. 166.

#### **CAUTION**

These notes have been prepared by the Commissioner of Police for the guidance of persons wishing to apply for a Pawnbrokers Licence. Whilst every effort has been made to ensure their accuracy, anyone in doubt should seek professional advice. The notes do not in any way absolve any person from any provisions of the Ordinance.

These notes relate **only** to the requirements to be met by applicants under the Pawnbrokers Ordinance and nothing else.

**NOTHING IN THESE NOTES SHALL BE CONSTRUED AS COMMITTING THE COMMISSIONER OF POLICE TO ANY PARTICULAR COURSE OF ACTION.**

Each application is considered and determined upon its own individual merits.

#### ***Purpose of the Licensing of Pawnbrokers***

The Pawnbrokers Ordinance has been enacted to enable:

- (a) the Government to keep a comprehensive register of Pawnbrokers businesses; and
- (b) to ensure the businesses comply with all standard requirements and operate in a proper manner.

Under the Ordinance, “*licence*” and “*pawnbroker*” are defined as follows:

“**licence**” means licence granted by the Commissioner of Police to a person to carry on business as a pawnbroker.

“**pawnbroker**” means a person carrying on business by advancing on interest, or for or in expectation of profit, gain or reward, any sum of money on the security of goods taken by such person in pawn.

#### ***Provisions of the regulation***

- (a) the manner in which applications for licences shall be made;
- (b) the form of applications for licences, licences, the general book and tickets;
- (c) the fees payable on the grant or renewal of licences;
- (d) the conditions subject to which licences are granted;

- (e) limiting the number of pawnbrokers' licences that may be allowed in any area;
- (f) the hours during which the business of pawnbroking may be carried on; and
- (g) The storage and safe custody of goods pawned.

### ***Penalties for Operating Without a Licence***

It should be noted that it is an offence to carry on the business of a pawnbroker in any premises without a valid pawnbroker licence.

The Commissioner may cancel or refuse to renew a licence at any time if:

- (a) he is satisfied that any false or misleading statement or information was made or furnished in connection with the application to obtain or renew the licence; or
- (b) the person to whom the licence was granted is convicted of an offence under this Ordinance or any regulations made thereunder; or
- (c) a condition of the licence is contravened; or
- (d) in his opinion the person to whom the licence was granted has ceased to be a fit and proper person to carry on business as a pawnbroker; and
- (e) in his opinion the public interest so requires.

### ***Transfer of a licence***

Any person may apply in writing to the Commissioner to transfer any existing licence until its expiration to another person and such transfer shall be endorsed on the licence. The Commissioner, may on sufficient cause being shown to his satisfaction, approved and permit such application for transfer.

### ***Change of premises***

Where a pawnbroker intends to transfer his business as a pawnbroker from the premises specified in his licence to premises not so specified, he may apply to the commissioner, in writing, to have the premises to which he intends to transfer such business endorsed on his licence in substitution for the first-mentioned premises.

### ***Amendment of Licence***

A licensee is required to apply for the approval from the Commissioner prior to any amendment/change to details on the licence.

### ***Renewal Application***

Application for renewal should be made not more than 2 months and not less than one month prior to the forthcoming expiry date. The Police Licensing Office bears no responsibility to remind a licensee to renew his licence. If a licensee fails to do so, the licence will not be renewed and he has to submit a new application to be considered afresh.

### ***Fees of a Licence***

Current fees are as follows:

New issue / Renewal Application	:	<b>HK\$ 5,070</b>
Application for Transfer of Licence / Change of Premises / Amendments to Licence	:	<b>HK\$155.00</b>

### ***How to apply***

All application forms are free and can be obtained from the **Police Licensing Office** at 12/F, Arsenal House, Police Headquarters, 1 Arsenal Street, Wan Chai, Hong Kong. Members of public can also make their requests for forms through Hotline 2860 2973 or download the forms from the Hong Kong Police website (<http://www.police.gov.hk>).

Application may either be submitted to the Police Licensing Office in person or by mail to the Police Licensing Office.

### ***Refusal of Licence***

The Commissioner of Police has the authority to refuse an application and if he does so, he will advise the applicant of the reasons. Applicants have a right of appeal to the Chief Executive if they feel aggrieved by the refusal or by the conditions imposed on the licences.

### ***Enquiry***

All enquires relating to the applications can be referred to the Senior Clerical Officer/ Assistant Clerical Officer, Liquor and Miscellaneous Licensing Section at 2860 6523/2860 6524 or write to the Chief Inspector Liquor and Miscellaneous Licensing of Police Licensing Office. E-mail correspondence may also be addressed to the Chief Inspector (Liquor and Miscellaneous Licensing) at [cip-l-m-licensing@police.gov.hk](mailto:cip-l-m-licensing@police.gov.hk) or Senior Clerical Officer, Liquor and Miscellaneous Licensing at [sco-g-licensing@police.gov.hk](mailto:sco-g-licensing@police.gov.hk).

**The information given in this pamphlet is for guidance purposes only and does not purport to provide a detailed analysis to the licensing procedure.**