

- 請以正楷填寫，並在適當方格內加上『√』號。填寫前，請細閱《注意事項》。
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

致建築事務監督 To the Building Authority

甲部 由認可人士核證
Part A To be Certified by the Authorized Person

 由認可人士填寫
To be completed by the authorized person

- 1** 本人現按照《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 的規定，申請快速審批所呈交的圖則（下述圖則編號），以於下述地址豎設擬建的招牌。

In accordance with PNAP APP-126, I hereby request for fast-track processing of the plans (with the following drawing no.) submitted for the proposed signboard to be erected at the following address.

豎設擬建招牌的地址及位置

Address and Location of the Proposed Signboard to be Erected

圖則編號 Drawing No.

	至	
	To	

- 2** 本人承諾遵從《建築物條例》的規定，並證明擬進行的建築工程不會在下述方面對主體及毗鄰樓宇造成不良影響：

I undertake to comply with the provisions of the Buildings Ordinance and I certify that the proposed building works do not adversely affect the parent and adjoining buildings with regard to the following aspects:

- 消防安全 - 消防和救援進出途徑、火警逃生途徑及耐火結構(包括《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄A)的規定
Fire safety – means of access for fire fighting and rescue, means of escape in case of fire and fire resisting construction (including Appendix A to PNAP APP-126)
- 衛生及環境 - 照明、通風、建築物周圍空地
Health and environment – lighting, ventilation, open space

- 3** 本人亦核證已完全遵從下述規定：

I also certify that the following requirements are fully complied with:

- 《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄B訂明的招牌位置及尺寸規定
Positional and dimensional requirements for signboards as specified in Appendix B to PNAP APP-126
- 《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄C訂明的消防處規定
Requirements of the Fire Services Department as specified in Appendix C to PNAP APP-126
- 《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄D訂明的運輸署規定
Requirements of the Transport Department as specified in Appendix D to PNAP APP-126
- 《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄E訂明的路政署規定
Requirements of the Highways Department as specified in Appendix E to PNAP APP-126
- 《香港機場（障礙管制）條例》訂明的高度限制
The height restriction under the Hong Kong Airport (Control of Obstructions) Ordinance
- 《分區計劃大綱圖》訂明的高度限制
The height restriction under the Outline Zoning Plan
- 其他相關機構（如香港鐵路有限公司、海事處、民航處）的規定
Requirements of the other relevant authorities i.e. MTRC Ltd., Marine Department, Civil Aviation Department

- 4** 現夾附表BA8A，就展開及進行上述甲部第1段所述的工程，向建築事務監督申請給予同意。

A Form BA8A applying for your consent to the commencement and carrying out of the works mentioned in paragraph 1 in Part A above is enclosed.

認可人士資料

Details of the Authorized Person

中文姓名* Name in Chinese*

 姓氏先行 Surname first

英文姓名* Name in English*

 姓氏先行 Surname first

認可人士簽署*

Signature of the Authorized Person*

註冊證明書編號* Certificate of Registration Number*

AP() /

註冊屆滿日期* Date of Expiry of Registration*

日 dd 月 mm 年 yyyy

任何失實核證或聲明可引致法律行動。##

Any false certification or declaration
may be subject to legal action.##

日期 Date

日 dd 月 mm 年 yyyy

乙部 由註冊結構工程師核證

Part B To be Certified by the Registered Structural Engineer

 由註冊結構工程師填寫

To be completed by the registered structural engineer

中文姓名* Name in Chinese*

 姓氏先行 Surname first

英文姓名* Name in English*

 姓氏先行 Surname first

註冊證明書編號* Certificate of Registration Number*

RSE /

註冊屆滿日期* Date of Expiry of Registration*

日 dd 月 mm 年 yyyy

本人核證已完全遵從《認可人士、註冊結構工程師及註冊岩土工程師作業備考》APP-126 附錄A訂明的結構規定。

I certify that the structural requirements as specified in Appendix A to PNAP APP-126 are fully complied with.

註冊結構工程師簽署*

Signature of the Registered Structural Engineer*

任何失實核證或聲明可引致法律行動。##

Any false certification or declaration
may be subject to legal action.##

日期 Date

日 dd 月 mm 年 yyyy

* 根據註冊記錄

* In accordance with the registration record

注意事項

任何人如作出虛假聲明或就重要事項作出失實陳述即屬觸犯刑事罪行，可能會被檢控。

甲. 個人資料

收集的目的

1. 屋宇署會使用透過本表格所獲得的個人資料作下列用途：
 - (a) 處理你在本表格中所呈交的文件之相關事務；
 - (b) 處理有關上述擬進行工程、《建築物條例》及有關法例之相關事務；及
 - (c) 方便屋宇署與你聯絡。
2. 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，可能導致處理你所呈交的文件時出現延誤，或甚至導致無法處理你的申請。

獲轉交資料的部門/人士

3. 本署可能會向其他政府部門、決策局、機構或任何人士披露你透過本表格所提供的個人資料，以作上述第 1 段所列的用途。

索閱個人資料

4. 根據《個人資料（私隱）條例》，你有權查閱及改正你所提交的個人資料。屋宇署有權就有關資料索閱的要求收取合理費用。如要求查閱及改正你的個人資料，請與屋宇署聯絡。

乙. 填寫表格

1. 請填妥表格載列所有有關的部分，並在表格上簽署。請附上所有證明文件。
2. 所提供的資料如有不全或錯誤，屋宇署將不能處理呈交的文件。
3. 如對本表格有任何疑問，請與屋宇署聯絡。

丙. 呈交方法

1. **郵寄/親身呈交** - 本表格連同有關文件應郵寄或親身呈交至屋宇署：

呈交有關勸諭信 / 命令 / 通知 / 指示的表格：

九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部地下一般查詢及收件處。

呈交至拓展部有關其他事宜的表格：

香港太古城太古灣道14號7樓屋宇署收發處。

丁. 聯絡資料

屋宇署
地址：九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部
電話：2626 1616 (由“1823”接聽)
傳真：2537 4992
電郵：enquiry@bd.gov.hk

Matters to Note

Any person making a false declaration or misrepresenting a material fact shall be guilty of a criminal offence and subject to prosecution.

A. Personal Data

Purposes of Collection

1. The personal data provided by means of this form will be used by the Buildings Department for the following purposes:
 - (a) activities relating to the processing of your submission in this form;
 - (b) activities relating to the above proposed works, and administration of the Buildings Ordinance and other legislations; and
 - (c) facilitating communication between the Buildings Department and yourself.
2. It is obligatory for you to provide the information as required in the form. If you fail to provide the required data, delay may be caused in processing of your submission or even result in rejection of the application.

Classes of Transferees

3. The personal data you provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

Access to Personal Data

4. You have the right of access and correction with respect to the personal data as provided under the Personal Data (Privacy) Ordinance. The Buildings Department has the right to charge a reasonable fee for the processing of any data access request. Request for personal data access and correction should be addressed to the Buildings Department.

B. Completion of Form

1. Please ensure that all relevant parts of the form are duly completed, and the form is signed. Please enclose all supporting documents.
2. If incomplete or erroneous information is provided in the form, the Buildings Department may not be able to process the submission.
3. Enquiries regarding this form should be addressed to the Buildings Department.

C. Submission Methods

1. **By Post / In Person** - This form together with the relevant documents shall be posted to or submitted in person to the Buildings Department:

For submissions relating to advisory letter/order/notice/direction:

General Enquiry and Receipt Counter, G/F, Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon.

For other submissions to the New Buildings Division:

Receipt & Despatch Counter, Buildings Department, 7/F, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong.

D. Contact Details

Buildings Department
Address: Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon
Tel No.: 2626 1616 (handled by “1823”)
Fax No.: 2537 4992
Email: enquiry@bd.gov.hk