

Notes for Application of Multiple Entry Permit (MEP)

Types

1. For single occasion: Applicable to vessels as defined in paragraph (e) of the interpretation of “local vessel” under section 2 of the Merchant Shipping (Local Vessels) Ordinance, i.e. vessels in compliance with the following requirements:

- (i) registered in the Mainland of China or Macau;
- (ii) employed in trading to or from Hong Kong; and
- (iii) holding any certificates (except recognised Convention certificates) issued by the government authority of the Mainland of China or Macau permitting the vessel to be employed in trading to Hong Kong.

Vessels that have joined the Multiple Clearance Permit (MCP) Scheme are not allowed to apply for MEP (for single occasion).

2. For multiple occasions: Applicable to vessels under the MCP Scheme and in compliance with the above requirements.

Application Methods and Procedures

MEP (for single occasion): The completed application form should be submitted by hand and a valid Marine Office Record Card should be produced on submission. Upon verification of the particulars, the owner/agent shall pay the prescribed fee immediately. The vessel will be issued with an MEP (for single occasion) and a Trip Record Form each time it reports its arrival in Hong Kong.

MEP (for multiple occasions): The completed application form should be submitted by hand or by fax. Upon verification of the particulars, the vessel will be issued with an MEP (for multiple occasions) attached with a trip record return. The prescribed fee should be paid within 3 days upon expiry of the vessel’s MCP.

Fee

The fee for MEP (for single or multiple occasion(s)) is the same as the total charges for issuing 5 Permits to Remain to the vessel concerned.

Conditions of Use

1. A vessel using MEP shall stay within the Hong Kong waters for not more than 48 hours per trip and its owner/agent shall apply for an additional Permit to Remain and pay the prescribed fee for any stay that exceeds 48 hours.
2. There shall be an interval of more than 24 hours (counting from the departure time of last trip to the arrival time of this trip) between trips using MEP.
3. MEP is valid for one month only. For any issued MEP, the owner/agent is not allowed to apply for extension, refund or transfer. A vessel holding a valid MEP (for single occasion) shall not apply for a new one unless the exemption quota (i.e. staying in Hong Kong waters for 10 trips) has been fully used.
4. Subject to the conditions of use of MEP, a vessel holding MEP shall be exempted from paying the fees for up to 10 Permits to Remain, but not the fees for Arrival Clearance, Port Clearance or any other permits.
5. When going through the arrival formalities, the owner/agent of a vessel holding MEP (for single occasion) shall, by completing the Trip Record Form, report to the Marine Department the exact departure date and time of its last trip using MEP.
6. The owner/agent of a vessel holding MEP (for multiple occasions) shall, within 3 days upon expiry of the vessel’s MCP, report to the Marine Department the arrival date and time, departure date and time and relevant details of its trips using MEP.