

**Application for Vessel's Entry Permit  
into the Hong Kong International Airport Approach Areas  
Guidance Notes**

**Attention**

1. Sections 12 and 20 of the Merchant Shipping (Local Vessels) (General) Regulation (Cap. 548F) and paragraphs 5 to 12 of the Fifth Schedule to the Shipping and Port Control Regulations (Cap. 313A) stipulate the restricted areas and height restricted areas of the Hong Kong International Airport (HKIA). The Regulations specify the areas where vessels are prohibited from entering and the areas and conditions under which vessels are permitted to enter as well as penalties for contravention. A drawing showing the restricted areas and height restricted areas is attached to these Guidance Notes.
2. Vessel operators with valid reasons may apply for permission from the Director of Marine for entering the restricted areas.
3. The Director of Marine will consider issuing a permit on the basis of the following:
  - (i) the nature of marine works to be carried out or services to be provided at the airport;
  - (ii) any alternative route accessible to the intended location;
  - (iii) the availability of other vessels or transportation means which can replace the vessel;
  - (iv) recommendations from the Director-General of Civil Aviation; and
  - (v) other relevant factors.
4. The processing of a permit will take two weeks upon receipt of an application with all requisite documents. During this period, the Director-General of Civil Aviation may contact the applicant for more information relating to flight safety.
5. A successful applicant or his representative is required to bring the original or certified true copies of the required documents and the original copy of the representative's identity card (if applicable) for verification. He has to acknowledge receipt of the permit and the attached conditions. The permit will be issued after payment of the prescribed fee.
6. Application forms can be obtained from any District Marine Offices or downloaded from the Marine Department website at: <http://www.mardep.gov.hk/en/forms/pdf/mez.pdf>.

**Required Documents and Fee**

1. Completed application form;
2. Copy of the identity card/certificate of incorporation and business registration certificate of the applicant;
3. Copy of the vessel's valid Operating Licence and Certificate of Survey; or the Certificate of Vessel's Nationality, Certificate of Survey and Certificate of Fitness or Marine Office Record Card\* in respect of river trade vessels;

*\*The Marine Office Record Card, which contains a vessel's particulars, can be used in lieu of the trading certificates when applying for a permit.*

4. Copy of the documents containing the contract number and of the Work Permit issued by the Airport Authority Hong Kong (if applicable);
5. Copy of approval letter from the Commissioner for Transport in respect of ferry and kaito services (if applicable);
6. Copy of the previously granted permit (if applicable); and
7. The appropriate fee as prescribed under the Merchant Shipping (Local Vessels) (Fees) Regulation (Cap 548J). The current rate is \$160.00 per permit. Payment by cheque should be crossed and made payable to “The Government of the Hong Kong Special Administrative Region”.

### **Submission of Application**

The completed application form together with the required documents shall be submitted to either of the following two Marine Offices during their office hours by hand, by post, by facsimile or by email.

Marine Office	Address	Tel.	Fax	Email
Tuen Mun Marine Office	15 Sam Shing Street, Tuen Mun, N.T.	2451 9456	2452 5747	<a href="mailto:tmmo@mardep.gov.hk">tmmo@mardep.gov.hk</a>
Yau Ma Tei Marine Office	38 Hoi Fai Road, Yau Ma Tei, Kowloon	2385 5661	2385 6423	<a href="mailto:yomo@mardep.gov.hk">yomo@mardep.gov.hk</a>

### **Purpose of Collection of Personal Data**

1. The personal data provided in the application form will be used for the issuance of permit and control of the vessel concerned by the Marine Department and may be disclosed to other departments/agencies for investigation/prosecution purposes.
2. The supply of information is obligatory. Please ensure that all parts in the application form are completed and the information provided is accurate and correct. Failure to do so may cause delay in the processing of your application or even result in your disqualification from application.

### **Access to Personal Data**

For amendment or access to personal data after submission of this application form, please contact the officer-in-charge of the relevant Marine Office at any time during its office hours.

**Drawing attached to Guidance Notes on  
Application for Vessel's Entry Permit into the HKIA Approach Areas**

**機場進口航道限制區**

除經海事處處長允許外，

- (i) 任何船隻不得進入或通過機場進口航道區第 1、2、3 或 4 區；
- (ii) 凡高度超過海拔 15 米的船隻，不得進入或通過機場進口航道區第 5 或 6 區；
- (iii) 凡高度超過海拔 30 米的船隻，不得進入或通過機場進口航道區第 7 或 8 區。

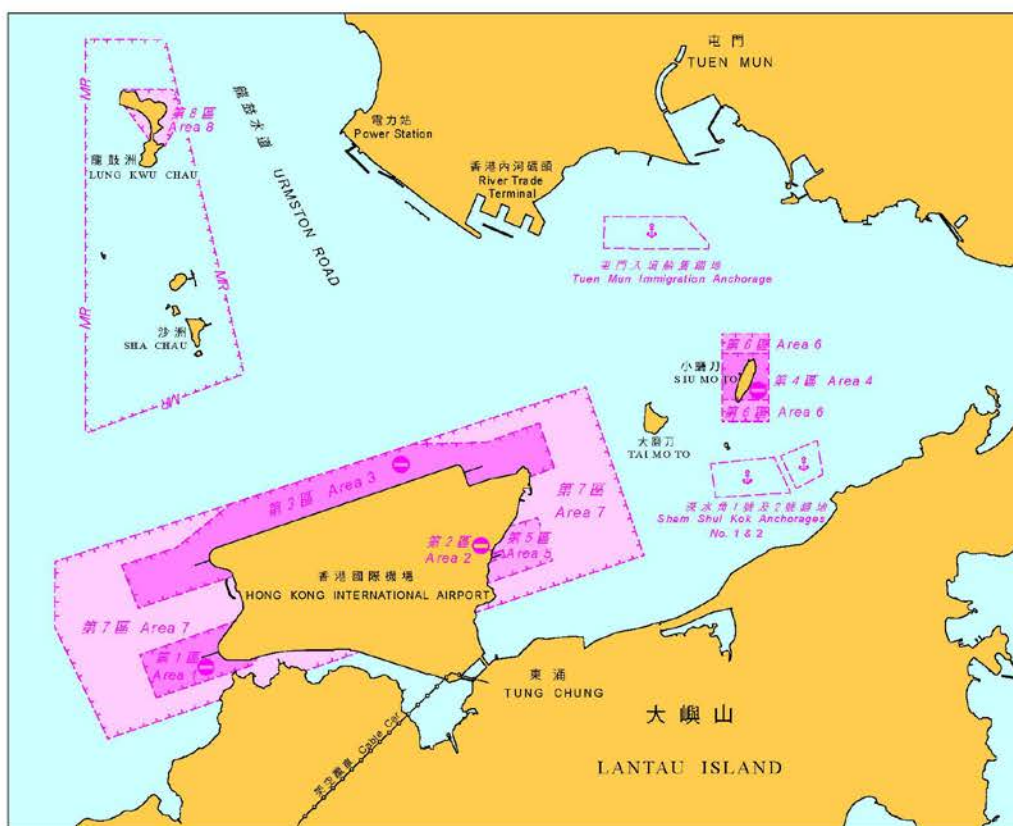
詳情參閱《船舶及港口管制規例》(第 313A 章) 第 23 條。

**Airport Approach Restricted Areas**

Except with the permission of the Director of Marine,

- (i) no vessel shall enter or pass through the Airport Approach Area No. 1, 2, 3 or 4;
- (ii) no vessel which has a height exceeding 15 metres above sea level shall enter or pass through the Airport Approach Area No. 5 or 6;
- (iii) no vessel which has a height exceeding 30 metres above sea level shall enter or pass through the Airport Approach Area No. 7 or 8.

See regulation 23 of the *Shipping and Port Control Regulations (Cap.313A)* for details.



- 第 1 - 4 區：任何船隻不得進入或通過。  
Area No. 1 - 4: No vessel shall enter or pass through.
- 第 5 - 6 區：凡高度超過海拔 15 米的船隻，不得進入或通過。  
Area No. 5 - 6: No vessel which has a height exceeding 15 metres above sea level shall enter or pass through.
- 第 7 - 8 區：凡高度超過海拔 30 米的船隻，不得進入或通過。  
Area No. 7 - 8: No vessel which has a height exceeding 30 metres above sea level shall enter or pass through.