



香港特别行政区政府海事处

MARINE DEPARTMENT

THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

取消船只拥有权证明书通知书 - 注意事项

Notification for Cancellation of the Certificate of Ownership - Attention

1. 遇有以下情况，已领有船只拥有权证明书船只的拥有人须通知海事处取消其船只拥有权证明书：
Under the following circumstances, the owner of a certificated vessel should notify Marine Department to cancel his vessel's certificate of ownership:
 - i. 该船已经完全毁掉并移離香港水域；或
the vessel has been completely destroyed and removed from the Hong Kong waters; or
 - ii. 该船已经永久離開香港。
the vessel has left Hong Kong permanently.
2. 通知取消船只拥有权证明书的手续，可于任何海事分处办理。办理取消船只拥有权证明书的时候，须递交下列文件：
Notification for cancellation of a certificate of ownership can be processed at any District Marine Office. For processing the cancellation of the certificate of ownership, the applicant should submit the following documents: -
 - i. 船东身份证／公司注册证书及商业登记证正本或其认证副本（如并非由船东本人递交申请）；
The original identity card/certificate of incorporation and business registration certificate of the owner or its certified true copy if the owner is not applying in person;
 - ii. 该船的拥有权证明书及其运作牌照；
The certificate of ownership and the operating licence issued to the vessel concerned;
 - iii. 该船的验船证明书(如适用者)；
The certificate of survey issued to the vessel concerned (if applicable);
 - iv. 该船持牌拥有人签署的函件，清楚注明取消牌照的原因；
A letter signed by the licensed owner of the vessel, stating clearly the reason for the cancellation;
 - v. 如该船已经毁掉并移離香港水域，则必须出示毁掉并移走的证据，包括船厂所发函件、拥有人或毁掉和移走该船的人所作的法定声明，注明毁掉并移走该船的日期、地点；
If the vessel has been destroyed and removed from the Hong Kong waters, a proof of the destruction and removal must be produced. Such proof includes a letter issued by the shipyard concerned, a statutory declaration by the owner, or the person who destructed and removed the vessel, stating the date and location where the vessel was destroyed and removed;
 - vi. 如该船已经永久離開香港，则须递交发给该船的出港证或证明该船不再在香港存在的其他文件；
If the vessel has left Hong Kong permanently, the port clearance issued to the vessel or other document proving the vessel is no longer existed in Hong Kong;
 - vii. 如该船于毁掉或離港之时，牌照有效期已经届满，则拥有人须补交所欠的牌照费。
If the licence of the vessel has expired at the time of destruction or when the vessel left Hong Kong, the owner will be required to pay the arrears of licence fee; and
 - viii. 如船东委托他人办理，受托人须提交获船东委托的授权信及受托人的香港身份证或护照正本。
If the person is acting on behalf of the owner(s), an authorization letter from the owner with his/her own original Hong Kong Identity Card or passport;
3. 如拥有权证明书或验船证明书遗失，则必须出示报案纸。凡相关船只据报被窃，船只拥有权证明书取消申请将不会被接受。
If the certificate of ownership, the operating licence or the certificate of survey is lost, a police report for such loss must be produced. In case that the vessel concerned is reported stolen, the application will not be accepted.
4. 申请一经批准，本处会以书面通知该船拥有人其船只的拥有权证明书已经取消。
If the application is approved, the owner of the vessel will be informed in writing that the certificate of ownership of the vessel has been cancelled.

收集个人资料声明 Personal Data Collection Statement

根据《个人资料（私隱）条例》（第486章），资料当事人有权要求查阅及改正在此申请表提供的个人资料。如须查阅或改正此申请表个人资料，请与海事处任何海事分处联络。

In accordance with the Personal Data (Privacy) Ordinance (Cap. 486), data subjects have a right to request access to and correction of their personal data provided in the application form. For access to or correction of personal data in the application form, please contact the Officer-in-charge, any District Marine Office of the Marine Department.