

Trade and Industry Department  
The Government of the Hong Kong Special Administrative Region  
香港特別行政區政府 工業貿易署

**Customs Facilitation Measures for Wine Entering the Mainland through Hong Kong :**  
**Fee Demand Note of Renewal Application for Registration as Hong Kong Registered Wine Exporters**  
**經香港輸往內地葡萄酒的通關徵稅便利安排：香港「備案葡萄酒出口商」登記續期申請繳款表格**

**General Notes 一般事項**

1. The application fee for renewal of Registration as Hong Kong Registered Wine Exporters is **HK\$210**.  
香港「備案葡萄酒出口商」登記續期申請費用為港幣210元。
2. Applicants are advised to **make payment after preliminary verification of the renewal application form and the required supporting documents by the Trade and Industry Department (the Department)**. Payment of the requisite application fee does not guarantee approval by the Director-General of Trade and Industry. Any request for refund of the application fee paid will not be accepted irrespective of whether the application is approved or not.  
申請者請於工業貿易署（本署）初步審閱遞交的續期申請表格及所需文件後才繳款，繳付申請費用並不保證工業貿易署署長會批准有關申請。不論申請最終獲批與否，任何退還已繳付的申請費用的要求均不會獲接納。
3. Please **complete both Parts A and B of the fee demand note**.  
請填寫繳款表格甲部及乙部。
4. For details of the payment procedures, please refer to Page 2 of the fee demand note.  
有關繳款程序的詳情，請參閱繳款表格的第二頁。

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**Part A 甲部：(proof of payment 繳款證明)**

Application Fee for Renewal of Registration as Hong Kong Registered Wine Exporters 香港「備案葡萄酒出口商」登記續期申請費用	HK\$ 港幣	2	1	0	.	0	0
Name of Company/ Registered Business in English : 公司 / 註冊業務英文名稱							
Business Registration No. : 商業登記證號碼							



**Part B 乙部：(kept by Shroff and Form Sales Counter 由收款及表格出售處保存)**

Application Fee for Renewal of Registration as Hong Kong Registered Wine Exporters 香港「備案葡萄酒出口商」登記續期申請費用	HK\$ 港幣	2	1	0	.	0	0
Name of Company/ Registered Business in English : 公司 / 註冊業務英文名稱							
Business Registration No. : 商業登記證號碼							

## **Payment Procedures 繳款程序**

### **(i) For application to be delivered in person**

#### **適用於以專人遞交的申請**

1. Please present the duly completed fee demand note at the Shroff and Form Sales Counter of the Department in Room 1309 on 13/F of the Trade and Industry Tower (the Tower), 3 Concorde Road, Kowloon City, Hong Kong and pay the application fee by means of (i) crossed cheque; (ii) cash; (iii) Easy Pay System (EPS); or (iv) Faster Payment System (FPS). Payment by cheque should be made payable to "The Government of the Hong Kong Special Administrative Region".

請攜同填妥的繳款表格前往本署位於香港九龍城協調道 3 號工業貿易大樓（大樓）13 樓 1309 室的收款及表格出售處，以 (i) 劃線支票；(ii) 現金；(iii) 易辦事 (EPS)；或 (iv) 轉數快 (FPS) 繳付申請費用。倘以支票繳費，支票抬頭請填寫「香港特別行政區政府」。

2. Please return Part A of the fee demand note with a franking by the Shroff and Form Sales Counter at the Integrated Customer Service Centre of the Department in Room 1324 on 13/F of the Tower for processing of the renewal application.

請將經收款及表格出售處機印的繳款單甲部交回本署位於大樓 13 樓 1324 室的綜合顧客服務中心，以便處理有關續期申請。

### **(ii) For application to be delivered by post**

#### **適用於以郵遞方式遞交的申請**

1. Please mail the duly completed renewal application form and fee demand note, together with the required supporting documents and a crossed cheque to the Registration Unit for Hong Kong Registered Wine Exporters on 14/F of the Tower. The crossed cheque should be made payable to "The Government of the Hong Kong Special Administrative Region".

請把填妥的續期申請表格及繳款表格，連同所需證明文件及抬頭為「香港特別行政區政府」的劃線支票，一併郵寄到大樓 14 樓的香港「備案葡萄酒出口商」登記分組。

2. The Department will process the renewal application upon receiving the documents stated in (ii) 1 above. The payment receipt will be issued to the applicant after vetting of the application.

本署會在收到 (ii) 1 所述文件後予以審理有關續期申請，並在審批完成後向申請者發出付款收據。

### **(iii) For application to be submitted via the Department's e-Form Submission Service**

#### **適用於透過本署的電子表格遞交服務提交的申請**

1. Please pay the application fee for renewal by e-Cheque; through online credit card payment via the Department's e-Payment Platform Portal <[https://www.tid.gov.hk/epay?lang=en\\_US](https://www.tid.gov.hk/epay?lang=en_US)>; or by mailing the crossed cheque and duly completed fee demand note to the Registration Unit for Hong Kong Registered Wine Exporters on 14/F of the Tower. The e-Cheque or crossed cheque should be made payable to "The Government of the Hong Kong Special Administrative Region".

請以電子支票或經本署的網上付款平台 <[https://www.tid.gov.hk/epay?lang=zh\\_HK](https://www.tid.gov.hk/epay?lang=zh_HK)> 以信用卡繳付續期申請費用、或以郵遞方式把抬頭為「香港特別行政區政府」的劃線支票及填妥的繳款表格送交大樓 14 樓的香港「備案葡萄酒出口商」登記分組。

2. The Department will process the renewal application upon receiving the documents stated in (iii) 1 above, and the duly completed application form and the required supporting documents submitted electronically via the above service. The payment receipt (only applicable to application with the application fee for renewal paid by e-Cheque or mailing of crossed cheque) will be issued to the applicant after vetting of the application.

本署會在收到 (iii) 1 所述的文件、及以上述電子服務遞交已填妥的申請表格及所需證明文件後予以審理有關續期申請，並在審批完成後向申請者發出付款收據（只適用於以電子支票或郵寄劃線支票繳付續期申請費用的申請）。