



Trade and Industry  
Department

THE GOVERNMENT OF THE HONG KONG  
SPECIAL ADMINISTRATIVE REGION

Import and Export Ordinance (Cap. 60)  
Import and Export (General) Regulations

[Please complete **Part I** of this application form and deliver it, together with the supporting document(s), in person at the Integrated Customer Service Centre of the Trade and Industry Department (the Department) in Room 1324 on 13/F of the Trade and Industry Tower, 3 Concorde Road, Kowloon City, Hong Kong, or submit them electronically via the Department's e-Form Submission Service. Application will only be processed upon the Department's receipt of all the required document(s).]

Application No. and Date (For official use only)

**Request for Expeditious Issue of Export Licence (Powdered Formula)**

**Part I**

To: Director-General of Trade and Industry

1. Name of Exporter : \_\_\_\_\_
2. Destination : \_\_\_\_\_
3. Description of Goods : \_\_\_\_\_
4. Reason(s) why expeditious issue of Export Licence(s) is required : \_\_\_\_\_
5. Supporting document(s) attached : \_\_\_\_\_
6. Degree of Urgency : Export Licence(s) required on or before \_\_\_\_\_  
(Date)

# Signature : \_\_\_\_\_ # Business Chop : \_\_\_\_\_

Name of Signatory in Full : \_\_\_\_\_ Date : \_\_\_\_\_

# The signatory must be the **proprietor, partner or director of the exporter** as the case may be, or **other duly authorised representative**. For application to be submitted via the Department's e-Form Submission Service, please insert a valid digital certificate of the company / registered business under "Signature" on the e-application form for digital signature. Business chop is only required for submission in hard copy.

**FOR OFFICIAL USE ONLY**

Receipt No(s). \_\_\_\_\_

**Part II**

- Supporting document(s) : ☐ examined and found in order  
(please "✓" as appropriate) ☐ examined and found **not** in order  
☐ not available

Remarks : \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation of Receiving Officer

**Part III**

- ☐ Reject. Please pass the attached deferment / rejection notice to applicant.  
☐ Approve. Please issue Export Licence(s) on or before \_\_\_\_\_.

\_\_\_\_\_  
Signature and Designation of Approving Officer

**Part IV**

Application Receipt No(s). \_\_\_\_\_ has / have been expeditious processed,

the Export Licence No(s). \_\_\_\_\_ is / are issued on \_\_\_\_\_.

\_\_\_\_\_  
Signature and Designation of Licensing Officer