

# IMPORT AND EXPORT LICENCE FORM

# ORIGINAL

Foreign Exporter (Name & Address)		Licence No.	Date of Issue	Fee							
		<b>THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION</b> Ozone Layer Protection Ordinance									
Importer-cum-exporter of Hong Kong (Name & Address)		Storage Address (if different from the address of the importer-cum-exporter of Hong Kong)									
		Tel. No.: .....									
Business Reg. No.	Tel. No.	<b>IMPORTER'S-CUM-EXPORTER'S DECLARATION</b> Date.....									
Consignee (Name and Address)		I, ..... Authorized Official of ..... (Name of importer-cum-exporter of Hong Kong) hereby declare that I am the importer-cum-exporter of the goods in respect of which this declaration is made and that the particulars given herein are true. I also declare the goods in Item No. ( ) are <b>** new /recovered /reclaimed for **feedstock /exempted essential uses /quarantine &amp; pre-shipment applications /other usage.</b> <b>** delete as appropriate</b>									
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="2" style="width: 20%;">Registration No. under the Ozone Layer Protection Ordinance</td> <td colspan="2" style="text-align: center;">Country of</td> </tr> <tr> <td style="width: 30%;">Exportation</td> <td style="width: 30%;">Final Destination</td> </tr> <tr> <td></td> <td style="text-align: center;">Arrival</td> <td style="text-align: center;">Departure</td> </tr> </table>		Registration No. under the Ozone Layer Protection Ordinance	Country of		Exportation	Final Destination		Arrival	Departure
		Registration No. under the Ozone Layer Protection Ordinance	Country of								
			Exportation	Final Destination							
			Arrival	Departure							
Intended Date											
Vessel/Flight/Vehicle No.											
		Signature	Company Chop								

**FOR CONDITIONS OF ISSUE PLEASE SEE OVERLEAF**      **Warning:** All alterations must be carried out by authorized officers. Heavy penalties are provided for false declaration and information, unauthorized alterations and misuse of this licence.

Item No.	Marks & Number (1)	No. & Kinds of Packages (2)	Country of Origin (3)	Full Description of Goods including Brand Names (4)	Net Weight of Goods in Kg (See overleaf) (5)	Scheduled Substances contained in the goods			CIF/FOB Value(s) HK\$ (9)
						Common Name (See overleaf) (6)	Percentage by weight (7)	Weighted Quantity in Kg (8)=(5) x (7) x ODP (See overleaf)	
								Total Kg	Total Amount

For Official Use Only

Issue of this licence is approved  
.....  
for Director of Environmental Protection

#### Conditions of issue of this licence:

1. This licence is valid for sixty days from the date of issue, unless otherwise stated.
2. The DUPLICATE of this licence must be surrendered to the shipping, airline or transportation company which should check the details given by the importer-cum-exporter before the release of goods and return the licence to the Trade and Industry Department together with the relevant manifest within fourteen days after the goods are imported as required by Section 8 of the Import and Export Ordinance, Cap. 60.
3. The TRIPLICATE of this licence must be surrendered to the shipping, airline or transportation company before departure of goods and returned to the Trade and Industry Department by the shipping, airline or transportation company together with the relevant manifest within 14 days after the day of which the goods are exported as required by Section 11 of the Import and Export Ordinance, Cap. 60.
4. The importer-cum-exporter declared on this licence must comply with the conditions which are either stipulated and stamped on the licence or stipulated in circulars issued by the Director of Environmental Protection or Director-General of Trade and Industry from time to time
5. The importer-cum-exporter must notify the Director-General of Trade and Industry in specified format, details of import and export within 14 days after importation and exportation respectively. Notifications are required to be supported by shipping documents like Bills of Lading, packing list, invoices and other documents specified by the Director-General of Trade and Industry.
6. This licence is valid for one shipment including both the inbound and outbound legs of the transshipment cargo only. Separate licences must be applied for if the shipment covers imports of scheduled substance for local consumption as well as re-exports or the scheduled substances are imported and re-exported subsequently.
7. The importer-cum-exporter must produce a through bill of lading or other shipping documents to prove that consignments are intended for re-export in full within the validity period of the licence, and no alteration, substitution, replacement, transfer or adaptation in any manner whatsoever shall be made to the packing of the consignments before they are re-exported.
8. Failure to re-export the scheduled substances in full within the validity period of this licence is an offence liable to prosecution action and/or administrative action including but not limited to the cancellation of registration, denial of future licensing facilities, withdrawal of unutilized quotas.

#### Important Warning

Breach of any of the conditions of issue renders this licence null and void and any person guilty of such a breach is liable to prosecution and heavy penalties up to a maximum fine of \$1,000,000 and imprisonment for 2 years under the Ozone Layer Protection Ordinance and the Import and Export Ordinance. In addition, the Director of Environmental Protection reserves the right to take administrative action against the defaulting person, including but not limited to the cancellation of licence.

#### Explanatory Note:

1. This form is to be submitted in quadruplicate.
2. Provided there are no complications, the licence will be ready for collection according to the time frame as indicated on the receipt.
3. The prescribed fee for an import and export licence is payable on issue of the licence.
4. Net weight (i.e. column 5 overleaf) refers to the weight of the gas, liquid or mixture containing any of the scheduled substances but excluding the weight of the container or any packaging material. Please refer to Section 2 of the Ozone Layer Protection Ordinance for the definition of scheduled substances.
5. The Ozone Depleting Potential (ODP) (i.e. column 8 overleaf) for each ozone depleting substance subject to control under the Ozone Layer Protection Ordinance is listed in the front cover of the book of Import and Export Licence Form.

#### 簽發本證的條件

1. 除非另有說明，否則本證由簽發日期起計有效六十日。
2. 根據香港法例第六十章進出口條例第八條，進口暨出口商必須將本證的第一副本(DUPLICATE)送交船務、航空或運輸公司，而船務、航空或運輸公司則應於放行貨物前核對進口暨出口商提供的細節，並於貨物進口後十四日內將第一副本(DUPLICATE)連同有關艙單交回工業貿易署。
3. 根據香港法例第六十章進出口條例第十一條，進口暨出口商必須在貨物離港前，將本證的第二副本(TRIPLICATE)送交船務、航空或運輸公司，而船務、航空或運輸公司則須於貨物離港後十四日內將第二副本(TRIPLICATE)連同有關艙單交回工業貿易署。
4. 在本證上作出聲明的進口暨出口商，必須遵守本證上戳印的條件，或環境保護署署長或工業貿易署署長不時發出的通告上訂明的條件。
5. 進口暨出口商必須以指定的形式，分別於進口及輸出貨物後十四日內通知工業貿易署署長進口及出口貨物的詳情。提交通知時，商號須提供裝運單據，如提單、裝箱單、發票及工業貿易署署長指明的其他文件。
6. 本證只可作一次包括進口和出口轉口貨物的裝運。如在一次裝運中同時進口作內銷及轉口或進口後才再出口用的管制物質，則必須運用不同簽證。
7. 進口暨出口商必須提交聯運提單或其他裝運單據，以證明有關貨物是用作於本證的有效期內全數轉口；以及在付運貨物轉口前，不得以任何方式將包裝改動、替換、更換、轉變或改變。
8. 如未有在本證的有效期內全數將受管制物質轉口，即屬犯罪，當局可提出檢控及/或實施行政制裁處分，其中會包括，但不一定限於取銷註冊，拒絕辦理日後的簽證服務，以及收回未運用的配額。

#### 重要警告

凡違反任何簽發條件，本證即告無效。根據保護臭氧層條例及進出口條例，任何人如違反簽發條件，當局可提出檢控及處以重罰，最高罰款可達100萬元及監禁二年。此外，環境保護署署長保留權利，可對違犯者採取行政制裁，其中會包括，但不一定限於取銷簽證。

#### 註釋

1. 必須填交本表格一式四份。
2. 如無複雜情況，簽證可於收條上顯示的時間內供商號領取。
3. 進出口證的規定費用，須於簽發進出口證時繳交。
4. 淨重(見背頁第5欄)指含有受管制物質的氣體、液體或混合物的重量，但不包括盛載容器或任何包裝物料的重量。請參閱保護臭氧層條例第二條有關受管制物質的定義。
5. 受保護臭氧層條例管制的消耗臭氧層的物質的耗蝕臭氧層潛能(見背頁第8欄)列於進出口證表格冊之前頁。