

目錄	Contents	頁數 Page
1 緒言	1 Introduction	1
2 法律責任	2 Legal Responsibility	1
3 進／出口報關單用途	3 Use of Import/Export Declarations	3
4 報關單種類	4 Types of Declarations	4
5 填報進／出口報關單及 所需資料	5 Completion of Import/Export Declarations and Data Requirement	5
6 香港協調制度刊物	6 Publications of the Hong Kong Harmonized System	13
7 網上尋找香港貨物協調制度 (港貨協制) 編號及國家/ 地區編號	7 Finding Hong Kong Harmonized System (HKHS) Commodity Codes and Country/Territory Codes Through Internet	14
8 遞交進／出口報關單	8 Lodgement of Import/Export Declarations	14
9 報關費及 製衣業訓練徵款	9 Declaration Charge and Clothing Industry Training Levy	15
10 逾期報關罰款	10 Late Lodgement Penalty	17
11 常見問題	11 Frequently Asked Questions	17
12 查詢	12 Enquiries	22
 附錄	 Appendix	
一 運輸方式分類	1 Classification of Transport Modes	24
二 海關管制站分類及 數量單位分類	2 Classification of Customs Control Points and Classification of Units of Quantity	25
三 包裝種類分類	3 Classification of Types of Packages	26
四 國家／地區分類	4 Classification of Countries/Territories	28
五 紙張轉電子報關服務網絡	5 Paper-To-Electronic Declaration Conversion Service Network	30
六 政府統計處進／出口報關單 及貨物艙單查詢熱線	6 Import/Export Declaration and Cargo Manifest Enquiry Hotline of the Census and Statistics Department	34

附錄（續）

- 七 貨物編號查詢熱線
- 八 報關通知書查詢熱線

Appendix (Cont'd)

- 7 Commodity Code Enquiry Hotline 36
- 8 Declaration Notice Enquiry Hotline 37

如何辦理進／出口報關手續

HOW TO COMPLETE AND LODGE IMPORT/EXPORT DECLARATIONS

1. 緒言

本冊子為將物品進出口的人士提供辦理進／出口報關手續的一般指引。如欲獲取有關進／出口報關方面的法例詳情，須參閱香港特別行政區法例第 60E 章進出口（登記）規例及第 318 章工業訓練（製衣業）條例。

2. 法律責任

根據進出口（登記）規例的規定，凡將物品進口或出口的人士，除豁免報關物品外，必須在物品進口或出口後十四日內向海關關長遞交一份資料正確及齊備的進口或出口／轉口報關單。進口或出口私人物品（包括透過互聯網或其他方式從向海外直接購買或出售的物品）亦須遵照以上的進出口報關規定，除非該等物品屬於進出口（登記）規例內指明豁免報關的物品。**任何人士如未有遞交所需報關單或在報關單上故意虛報或粗心大意填錯任何細節，均有可能被檢控。**海關關長亦已授權政府統計處一些人員執行對遞交資料正確及齊備的進／出口報關單的有關法例。

中華人民共和國香港特別行政區基本法內說明，香港特別行政區為單獨的關稅地區。因此，除豁免報關物品外，由中國內地進口或出口往中國內地的物品，仍須遞交進／出口報關單。

即使無須就豁免報關物品遞交進／出口報關單，凡將物品進／出口的人士仍須囑咐承運商／貨運代理商在貨物艙單上清楚註明豁免報關物品所屬的類別，以方便貿易文件處理及審查工作。然而，海關關長仍有權要求進／出口人士就所聲稱的豁免報關物品提供證明或證據、或在有需要時按照規例的規定，採取適當的行動。

以下列出規例內所指獲豁免報關物品的類別，以供參考：

- a. 以全程（聯運）提單或全程（聯運）空運提單從某個香港以外地方托運往另一個香港以外地方的轉運貨物；

1. Introduction

This booklet is intended to provide importers and exporters with general guidelines for completing and lodging import/export declarations. For full details of legal requirements related to import/export declarations, importers and exporters should refer to the Import and Export (Registration) Regulations, Chapter 60E, and the Industrial Training (Clothing Industry) Ordinance, Chapter 318, in the Laws of the Hong Kong Special Administrative Region.

2. Legal Responsibility

Under the Import and Export (Registration) Regulations, every person who imports or exports any article other than an exempted article is required to lodge with the Commissioner of Customs and Excise an accurate and complete import or export/re-export declaration within 14 days after the importation or exportation of the article. Importation or exportation of personal articles (including articles directly purchased from or sold to overseas through the Internet or other means) is also subject to the above declaration requirements, unless such articles are exempted articles within the meaning of the Import and Export (Registration) Regulations. **Prosecution may be initiated against any person who fails to lodge the required declaration, or knowingly or recklessly lodges any declaration that is inaccurate in any material particular.** The Commissioner of Customs and Excise (The Commissioner) has also authorised specific officers of the Census and Statistics Department to enforce the regulations relating to the lodgement of accurate and complete import/export declarations.

As stated in the Basic Law of the Hong Kong Special Administrative Region of the People's Republic of China, the Hong Kong Special Administrative Region is a separate customs territory. Therefore, lodgement of import/export declaration for any article, other than an exempted article, imported from or exported to the mainland of China is still required.

While it is not required to lodge an import/export declaration in respect of an exempted article, importers/exporters are requested to advise their carriers/forwarders to indicate clearly on the cargo manifest the relevant category of their exempted article in order to facilitate trade documentation and verification work. It should however be noted that this arrangement does not prejudice the Commissioner's right to require importer/exporter to provide proof or evidence to support the claim of exempted article, or to take any action provided under the Regulations, when necessary.

The categories of exempted articles as mentioned in the Regulations are given below for reference:

- a. transshipment cargo consigned on a through bill of lading or a through air waybill from a place outside Hong Kong to another place outside Hong Kong;

- b. 運往外地的過境貨物，在途經本港時停留在同一船隻或航機而並無轉運的貨物；
 - c. 由政府或軍方進口或出口的物品；
 - d. 運載船隻自用或船上消耗的補給品（包括船用燃料）；
 - e. 運載航機自用或機上消耗的補給品（包括飛行燃料）；
 - f. 私人行李，包括使海關關長信納為非貿易或商業用途的進出口物品，但不包括汽車；
 - g. 價值四千元以下的郵包；
 - h. 任何物品 –
 - i) 純粹為廣告物料，並經清楚註明和屬免費供應的；
 - ii) 純粹為任何產品的樣本，並經清楚註明，且令海關關長信納為宣傳有關產品而免費分發的；
 - iii) 價值一千元以下的任何產品的樣本，並令海關關長信納為宣傳有關產品的；
 - iv) 只為展覽用的進口物品，並令海關關長信納該物品將於展覽完畢後再出口，而不會在本港出售或以任何方式處置；
 - v) 只為展覽用的出口物品，並令海關關長信納該物品將於展覽完畢後再進口；
 - vi) 按照上述第(v)節出口供展覽後再進口的物品；
 - vii) 根據並按照暫准進口證進口或出口的物品；
 - viii) 只為體育比賽用的進口物品，並令海關關長信納該物品將於賽事結束後再出口，而不會在本港出售或以任何方式處置；
 - ix) 只為體育比賽用的出口物品，並令海關關長信納該物品將於賽事結束後再進口；或
 - x) 按照上述第(ix)節出口供體育比賽用後再進口的物品；
 - i. 本港註冊或領牌的漁船直接從捕獲處運到本港的海魚，包括可供食用的甲殼類動物、軟體動物及其他同類海產；
 - j. 屬私人性質的禮物，而該禮物收受人沒有付款或不會付款；
- b. transit cargo destined for a place outside Hong Kong and is passing through Hong Kong on the same ship or aircraft without transshipment;
 - c. articles imported or exported by the Government or the armed forces;
 - d. ships' stores, including bunker fuel, for use by or consumption on board the vessel on which the stores are carried;
 - e. aircraft stores, including aviation fuel, for use by or consumption on board the aircraft on which the stores are carried;
 - f. personal baggage including any article which is shown to the satisfaction of the Commissioner to be imported or exported otherwise than for trade or business, but not including motor vehicles;
 - g. any postal packet the contents of which are valued at less than \$4,000;
 - h. any article –
 - i) which consists solely of, and is marked clearly as, advertising material and which is supplied free of charge;
 - ii) which consists solely of, and is marked clearly as, a sample of any product and which is intended, to the satisfaction of the Commissioner, to be distributed free of charge for the purpose of advertising the article of which it is a sample;
 - iii) valued at less than \$1,000, which consists solely of a sample of any product and is intended, to the satisfaction of the Commissioner, to be used for the purpose of advertising the article of which it is a sample;
 - iv) which is imported solely for the purpose of exhibition and which is intended, to the satisfaction of the Commissioner, to be exported after it has been exhibited and is neither sold nor disposed of in any other way in Hong Kong;
 - v) which is exported solely for the purpose of exhibition and which is intended, to the satisfaction of the Commissioner, to be imported after exhibition;
 - vi) which is imported after having been exported for exhibition in accordance with sub-paragraph (v);
 - vii) which is imported or exported under and in accordance with an A.T.A. Carnet;
 - viii) which is imported solely for the purpose of being used in a sports competition and which is intended, to the satisfaction of the Commissioner, to be exported after the competition and is neither sold nor disposed of in any other way in Hong Kong;
 - ix) which is exported solely for the purpose of being used in a sports competition and which is intended, to the satisfaction of the Commissioner, to be imported after the competition; or
 - x) which is imported after having been exported for use in a sports competition in accordance with sub-paragraph (ix);
 - i. marine fish, including edible crustaceans, molluscs and other similar edible products derived from the sea, arriving in Hong Kong direct from fishing grounds on fishing craft registered or licensed in Hong Kong;
 - j. gifts of a personal nature where no payment is or is to be made by the receiver thereof;

- k. 使用過及空的貨櫃箱，並屬－
 - i) 經常進口及出口的；及
 - ii) 純粹為運載物品進口或出口用的；
- l. 由提供國際或區域性航空服務，而主要經營地點設於香港以外地方的空運企業所進口或出口的任何飛機部件或配件。惟該等部件或配件，必須用於以下用途－
 - i) 修理或保養該企業自置或租用的飛機，並用以服務於任何國際或區域航線上；或
 - ii) 為同樣用途與其他同類性質空運企業以不牟利方式交換其他飛機部件或配件；
- m. 由提供國際或區域性海空貨運服務，而主要經營地點設於香港以外地方的運輸企業所進口的任何物品。惟該等物品必須用於修理及保養由該企業管理的貨櫃箱，而這類貨櫃箱是用於國際或區域性海空貨運服務的；
- n. 任何國家的法定流通鈔票及硬幣；
- o. 任何電台製作、電視台製作及廣播設備，以及經特別改裝的電台或電視台車輛及其設備，而－
 - i) 該等製作、車輛及設備是由在香港以外地方居住的人士所擁有及進口；及
 - ii) 令海關關長信納該等製作、車輛及設備準備於香港使用後再出口；
- p. 當進口或出口時，任何用來運載物品的運輸工具；但當作貨物或貨物一部分進口或出口的則除外。

3. 進／出口報關單用途

凡將物品進出口的人士遞交的進／出口報關單，會由政府統計處用作編製貿易統計數字。貿易統計數字除提供有關商品的詳細貿易資料外，亦顯示出本港的貿易狀況，在本港及海外均獲廣泛採用，一些主要經濟決策也以此為藍本。因此，務請有關人士合作，從速遞交資料正確及齊備的報關單，以便能夠按時編製和發布有關香港對外貿易的統計數字。

- k. used empty freight containers which are –
 - i) regularly imported and exported; and
 - ii) used solely for the carriage of articles which are imported or exported;
- l. any aircraft part or accessory imported or exported by an air transport undertaking operating air services on international or regional routes; the principal place of business of which is situated outside Hong Kong, for the purpose of being –
 - i) used in the repair or maintenance of aircraft owned or chartered by such undertaking and operated by it on any international or regional air route; or
 - ii) given in non-profitable exchange for any other aircraft part or accessory to any other similar air transport undertaking for a similar use, and which is used for such purpose or so exchanged and used;
- m. any article imported by a transport undertaking operating sea or air freight transport services on international or regional routes, the principal place of business of which is situated outside Hong Kong, for the purpose of being used in the repair and maintenance of freight containers operated by that undertaking in the transport of goods by sea or air on its international or regional routes and which is used for such purpose;
- n. banknotes and coins after issue into circulation, being legal tender in any country;
- o. any radio and television production and broadcasting equipment and specially adapted radio or television vans and their equipment –
 - i) which is owned and imported by a person established or resident outside Hong Kong; and
 - ii) which is intended, to the satisfaction of the Commissioner, to be exported after having been used in Hong Kong;
- p. any means of transport for the purpose of being used as a means of conveyance at the time when it is being imported or exported, other than those which are imported or exported as cargo or part thereof.

3. Use of Import/Export Declarations

The import/export declarations lodged by importers and exporters are used for compiling trade statistics by the Census and Statistics Department. Besides providing detailed information on commodity trade, trade statistics are widely used in Hong Kong and abroad as an indicator of our trade position, and some major decisions on economic policy are taken on the basis of them. Your co-operation is sought in the prompt lodgement of accurate and complete declarations so that the external trade statistics of Hong Kong can be compiled and released on time.

4. 報關單種類

4. Types of Declarations

a)	進口報關表格一 Import Declaration Form 1	適用於非食品項目及非獲豁免繳付報關費的進口物品 ^{*1} for imports of non-food items and articles not exempted from declaration charge ^{*1}
b)	進口報關表格一 A Import Declaration Form 1A	適用於食品項目進口 — 詳情列於現時使用的香港進出口貨物分類表（協調制度）附錄一 ^{*2} for imports of food items only – details specified in Appendix I of the current Hong Kong Imports and Exports Classification List (Harmonized System) (HKIECL(HS)) ^{*2}
c)	進口報關表格一 B Import Declaration Form 1B	適用於獲豁免繳付報關費的進口物品 ^{*1} for imports of articles exempted from declaration charge ^{*1} (警告：如非進口指定獲豁免繳付報關費的物品，切勿使用此報關表格。所有報關表格須遵照進出口（登記）規例填報及呈交。呈交不適當的報關表格將不當作已為有關物品報關，並且需要繳付任何有關的罰款及／或費用。) WARNING: Do NOT use this declaration form UNLESS the imported articles are exempted from declaration charge. All declarations should be filled in and lodged according to the Import and Export (Registration) Regulations. Lodging declaration in an inappropriate form shall be deemed NOT to have been lodged the declaration of the articles and shall be liable for any penalties and/or charges.)
d)	出口／轉口報關表格二 Export/Re-export Declaration Form 2	適用於香港製造的非成衣、非鞋履品及非獲豁免繳付報關費的出口物品 ^{*3} ，以及非獲豁免繳付報關費的轉口物品 ^{*3} for exports of Hong Kong made non-clothing and non-footwear items and articles not exempted from declaration charge ^{*3} , and re-exports of articles not exempted from declaration charge ^{*3}
e)	出口報關表格二 A Export Declaration Form 2A	適用於出口香港法例第 318 章工業訓練（製衣業）條例附表一所列的香港製造的成衣及鞋履品 — 詳情列於現時使用的香港進出口貨物分類表（協調制度）附錄二 ^{*2} for exports of Hong Kong made clothing and footwear items specified in Schedule 1 to the Industrial Training (Clothing Industry) Ordinance, Chapter 318 – details specified in Appendix II of the current Hong Kong Imports and Exports Classification List (Harmonized System) (HKIECL(HS)) ^{*2}
f)	出口／轉口報關表格二 B Export/Re-export Declaration Form 2B	適用於獲豁免繳付報關費的出口／轉口物品 ^{*3} for exports/re-exports of articles exempted from declaration charge ^{*3} (警告：如非出口／轉口指定獲豁免繳付報關費的物品，切勿使用此報關表格。所有報關表格須遵照進出口（登記）規例填報及呈交。呈交不適當的報關表格將不當作已為有關物品報關，並且需要繳付任何有關的罰款及／或費用。) WARNING: Do NOT use this declaration form UNLESS the exported/re-exported articles are exempted from declaration charge. All declarations should be filled in and lodged according to the Import and Export (Registration) Regulations. Lodging declaration in an inappropriate form shall be deemed NOT to have been lodged the declaration of the articles and shall be liable for any penalties and/or charges.)

- ^{*1} 獲豁免繳付報關費的物品包括：
- ◆ 純度達 995.0 或以上的黃金條，於現時使用的香港進出口貨物分類表（協調制度）貨物分類中的編號為 7108 1210 及 7108 2010；
 - ◆ 用於修理或維修由本地航空公司擁有或租用的飛機的飛機部件或配件（進口報關單必須由有關的本地航空公司遞交）；及
 - ◆ 用於修理和維修本地經營海運或空運服務的運輸企業使用的貨運貨櫃箱的物品（進口報關單必須由有關的本地經營海運或空運服務的運輸企業遞交）。

^{*2} 第 6 節提供如何獲得各有關香港協調制度的刊物。

- ^{*3} 獲豁免繳付報關費的物品包括：
- ◆ 純度達 995.0 或以上的黃金條，於現時使用的香港進出口貨物分類表（協調制度）貨物分類中的編號為 7108 1210 及 7108 2010；及
 - ◆ 用於修理或維修由本地航空公司擁有或租用的飛機的飛機部件或配件（出口報關單必須由有關的本地航空公司遞交）。

- ^{*1} Articles exempted from declaration charge include:
- ◆ gold bars of fineness 995.0 or above, for which the commodity codes in the current Hong Kong Imports and Exports Classification List (Harmonized System) (HKIECL(HS)) are 7108 1210 and 7108 2010;
 - ◆ aircraft parts and accessories used in the repair or maintenance of aircraft owned or chartered by local-based airlines (the import declarations must be lodged by the local-based airlines concerned); and
 - ◆ the articles used in the repair and maintenance of freight containers operated by local-based sea or air freight transport undertaking (the import declarations must be lodged by the local-based sea or air freight transport undertaking concerned).

^{*2} The details on how to obtain publications of the Hong Kong Harmonized System are provided in Section 6.

- ^{*3} Articles exempted from declaration charge include:
- ◆ gold bars of fineness 995.0 or above, for which the commodity codes in the current Hong Kong Imports and Exports Classification List (Harmonized System) (HKIECL(HS)) are 7108 1210 and 7108 2010; and
 - ◆ aircraft parts and accessories used in the repair or maintenance of aircraft owned or chartered by local-based airlines (the export declarations must be lodged by the local-based airlines concerned).

5. 填報進／出口報關單及所需資料

遞交予海關關長的報關資料必須正確及齊備。報關單內必須按照海關關長刊登憲報所指定的『政府電子貿易服務系統執行指引』（簡稱 GETS II）的有效版本所列明的資料項目申報。請到 http://www.cedb.gov.hk/citb/tc/Policy_Responsibilities/gets_rm.html 瀏覽該指引的有關資料。

前往或來自同一國家／地區，並由同一船隻、車輛、火車或航機裝載的貨物，如貨物分類首四位數字相同或列於同一張提單、空運提單或陸路載貨清單（道路運輸專用），則可用同一份報關表格填報。

以下是進／出口報關所需的主要資料，而每個資料項目的詳細說明列於第 7 至第 13 頁。

5. Completion of Import/Export Declarations and Data Requirement

Declarations lodged with the Commissioner of Customs and Excise must be accurate and complete in every respect. The data items required to be declared in a declaration should be in accordance with those set out in the current version of “Implementation Instructions of Government Electronic Trading Services System”, or GETS II for short, gazetted by the Commissioner. Please visit the website http://www.cedb.gov.hk/citb/en/Policy_Responsibilities/gets_rm.html for more details of the Instructions.

Commodities shipped on the same ship, vehicle, train or aircraft to or from the same country/territory having commodity code numbers with identical first 4 digits or under one bill of lading, air waybill or road cargo manifest can be completed in the same declaration.

The major data items to be declared in an import/export declaration are listed as follows while their detailed descriptions are given in pages 7 to 13.

報關所需的主要資料
Major Data Items in Declarations

<p>將物品進／出口人士的資料 Importer/Exporter Details</p> <p>名稱^(A1) 地址、電話及傳真號碼^(A2) 商業登記號碼／香港身份證號碼^(A3) Name^(A1) Address, Telephone and Fax Numbers^(A2) Business Registration Number/Hong Kong Identity Card Number^(A3)</p>			<p>裝運資料 Shipment Details</p> <p><u>適用於進口貨物</u> 抵港日期^(B1) 裝貨港口／地方^(B2) 輸出國家^(B3) <u>For imports</u> Arrival Date^(B1) Port/Place of Loading^(B2) Exporting Country^(B3)</p> <p><u>適用於出口／轉口貨物</u> 收貨人名稱及地址^(B4) 離港日期^(B5) 卸貨港口／地方^(B6) 最後目的地（若繼續運輸）^(B7) 目的地國家^(B8) <u>For exports/re-exports</u> Consignee's Name and Address^(B4) Departure Date^(B5) Port/Place of Discharge^(B6) Place of Final Destination if on Carriage^(B7) Destination Country^(B8)</p>		
<p>運輸資料 Transportation Details</p> <p>運輸方式^(C1) Transport Mode^(C1) (請按運輸方式選擇以下適用資料) (Please choose the appropriate details according to the transport mode)</p>			<p>合併裝運記號^(C2) Consolidation Indicator^(C2)</p>		
<p><u>空運</u> 飛機班次^(C3) 空運提單編號^(C4) 副空運提單編號^(C5) <u>For air mode</u> Flight Number^(C3) Air Waybill Number - Master^(C4) Air Waybill Number - House^(C5)</p>	<p><u>海運及河運</u> 船名^(C6) 航次^(C7) 提單編號^(C8) 副提單編號^(C9) <u>For ocean/river mode</u> Vessel Name^(C6) Voyage Number^(C7) Bill of Lading Number^(C8) Bill of Lading Number - House^(C9)</p>	<p><u>道路</u> 車輛登記號碼^(C10) 海關貨物編號^(C11) <u>For road mode</u> Vehicle Registration Number^(C10) Customs Cargo Reference Number^(C11)</p>			
<p><u>鐵路</u> 火車車卡號碼^(C12) 鐵路收據編號^(C13) <u>For rail mode</u> Wagon Number^(C12) Rail Cargo Receipt Number^(C13)</p>	<p><u>郵寄</u> 郵寄包裹單編號^(C14) <u>For mail</u> Post Office Receipt Number^(C14)</p>	<p><u>其他</u> 海關管制站^(C15) 旅客報關通知書檔號^(C16) 運單編號^(C17) <u>For others</u> Customs Control Point^(C15) Customs Declaration Reference^(C16) Consignment Note Number^(C17)</p>			
<p>貨物資料 Commodity Details</p> <p>來源國家^(D1) 貨物說明^(D2) 貨物分類編號^(D3) 數量和數量單位^(D4&5) 香港到岸價值 — 適用於進口貨物^(D6) 香港離岸價值 — 適用於出口／轉口貨物^(D7) Origin Country^(D1) Goods Description^(D2) Commodity Code^(D3) Quantity and Unit of Quantity^(D4&5) CIF Value HK - for imports^(D6) FOB Value HK - for exports/re-exports^(D7)</p>	<p>包裝資料 Packaging Details</p> <p>標記及箱號^(E1) 貨櫃編號^(E2) 包裝件數和種類^(E3&4) 總包裝件數^(E5) Marks and Numbers^(E1) Container Number^(E2) Number and Type of Packages^(E3&4) Total Number of Packages^(E5)</p>	<p>遞交資料 Submission Details</p> <p>報關編號^(F1) 報關通知書檔號^(F2) 單一貨物代碼^(F3) Unique Declaration Reference^(F1) Notice Reference Number^(F2) Unique Consignment Reference^(F3)</p>			

報關資料的說明
Descriptions of Data Items in Declarations

資料項目 Data item	備註 Remarks
將物品進／出口人士的資料 Importer/Exporter Details	
A1 名稱 Name	<ul style="list-style-type: none"> ◆ 請填報完整的名稱。 ◆ 如為「電子報關服務^{*4}」登記用戶，報關時必須用登記的名稱。 ◆ Please give name in full. ◆ For subscribers of “Electronic Declaration Service^{*4}”, the name for registration must be used.
A2 地址、電話及傳真號碼 Address, Telephone and Fax Numbers	<ul style="list-style-type: none"> ◆ 請填報完整的香港地址。 ◆ 郵箱編號不可作為地址。 ◆ Please give the Hong Kong address in full. ◆ Post Office Box Number is not acceptable.
A3 商業登記號碼／香港身份證號碼 Business Registration Number / Hong Kong Identity Card Number	<ul style="list-style-type: none"> ◆ 請填報商業登記號碼或香港身份證號碼。如未能提供這項資料，請與「電子報關服務供應商^{*4}」聯絡，以作特別安排。 ◆ Please give the Business Registration Number or the Hong Kong Identity Card Number. For importers/exporters without Business Registration Number/Hong Kong Identity Card Number, please contact the “Electronic Declaration Service Provider^{*4}” for special arrangement.
裝運資料 — 適用於進口貨物 Shipment Details – for imports	
B1 抵港日期 Arrival Date	<ul style="list-style-type: none"> ◆ 運輸工具的抵港日期。 ◆ 請向承運商／貨運代理商查詢確實日期。 ◆ The date of arrival of the means of transport. ◆ The exact date is obtainable from the carrier/forwarder.
B2 裝貨港口／地方 Port/Place of Loading	<ul style="list-style-type: none"> ◆ 載貨運輸工具裝上貨物的港口／地方，而非裝貨國家／地區的名稱。 ◆ The port/place, not the country/territory, at which the goods were loaded onto the means of transport used for the carriage of the goods.
B3 輸出國家 Exporting Country	<ul style="list-style-type: none"> ◆ 原本付運貨物來港的國家／地區；不論貨物有否被分拆運送，而貨物不在任何途經國家／地區涉及任何商業交易。 ◆ 不是貨物運往的目的地。 ◆ 有關的分類詳列於附錄四內。 ◆ The country/territory from which the goods are originally dispatched to Hong Kong with or without breaking bulk in the course of transportation, but without any commercial transaction in any intermediate country/territory. ◆ It is not the country/territory to which the cargo is intended to deliver. ◆ The classification is given in Appendix 4.
裝運資料 — 適用於出口／轉口貨物 Shipment Details – for exports/re-exports	
B4 收貨人名稱及地址 Consignee’s Name and Address	<ul style="list-style-type: none"> ◆ 在本港以外收貨一方名稱及地址。 ◆ The name and address of the party outside Hong Kong to which the goods are consigned.
B5 離港日期 Departure Date	<ul style="list-style-type: none"> ◆ 運輸工具離港的日期。 ◆ 請向承運商／貨運代理商查詢確實日期。 ◆ The date of departure of the means of transport. ◆ The exact date is obtainable from the carrier/forwarder.
B6 卸貨港口／地方 Port/Place of Discharge	<ul style="list-style-type: none"> ◆ 載貨運輸工具卸下貨物的港口／地方，而非卸貨國家／地區的名稱。 ◆ The port/place, not the country/territory, at which the goods were unloaded from the means of transport used for the carriage of the goods.

^{*4} 有關「電子報關服務」及服務供應商的詳情，請參閱第 8 節。

^{*4} Please refer to Section 8 for details of the “Electronic Declaration Service” and service providers.

資料項目 Data item		備註 Remarks
B7	最後目的地 (若繼續運輸) Place of Final Destination if on Carriage	<ul style="list-style-type: none"> ◆ 如在卸貨港口卸貨後繼續運輸，請填報最後目的地名稱，否則應填上「不適用」或「NA」。 ◆ If on carriage after discharging, please give the port/place of the final destination. Else, "NA" should be filled.
B8	目的地國家 Destination Country	<ul style="list-style-type: none"> ◆ 貨物離開香港後運往的最終國家／地區；不論貨物有否被分拆運送，而貨物不在任何途經國家／地區涉及任何商業交易。 ◆ The last country/territory to which the goods are consigned from Hong Kong with or without breaking bulk in the course of transportation, but without any commercial transaction in any intermediate country/territory.
運輸資料 Transportation Details		
C1	運輸方式 Transport Mode	<ul style="list-style-type: none"> ◆ 貨物進入／離開香港所使用的運輸方式。 ◆ 有關運輸方式的分類可參閱附錄一。 ◆ 「空運」方式亦包括由專人隨飛機攜帶(即 on-board courier (OBC))及經由速遞公司以飛機運送的貨物。 ◆ The mode of transport by which the goods are carried into/out of Hong Kong. Please refer to Appendix 1 for details of the classification. ◆ Air transport mode includes also cargoes forwarded by aircraft through on-board courier (OBC) or courier companies.
C2	合併裝運記號 Consolidation Indicator	<ul style="list-style-type: none"> ◆ 如貨物是由貨運代理商或併裝商負責運載，請填「是」，並填報由貨運代理商或併裝商所編配的副提單／副空運提單編號於適當位置。 ◆ If the shipment is forwarded by a cargo forwarder/consolidator, put "Yes" and give the House B/L or HAWB No. assigned by the forwarder/consolidator in the appropriate box.
(請按運輸方式選擇以下適用資料) (Please choose the appropriate details according to the transport mode)		
運輸資料 — 空運 Transportation Details – Air		
C3	飛機班次 Flight Number	<ul style="list-style-type: none"> ◆ 由航空公司就某一航程而編定的編號。 ◆ 此編號通常由 5 或 6 個字組成，而最後的 3 至 4 個字為數目字。 ◆ The identification number assigned by the airline company to a particular trip of an aircraft. ◆ It usually consists of 5 or 6 characters, of which the last 3 to 4 are numerical.
C4	空運提單編號 Air Waybill Number - Master (MAWB No. in short)	<ul style="list-style-type: none"> ◆ 由航空公司編配的空運提單編號。 ◆ 此編號由 11 個字組成，首 3 個字為航空公司代號。 ◆ 由專人隨飛機攜帶(即 on-board courier (OBC))的貨物，此欄應填上“OBC-00000000”。 ◆ 經由速遞公司以飛機運送的貨物，此編號應可見於貼在包裝上的標籤。 ◆ The reference number of a Master Air Waybill assigned by the airline company. ◆ It consists of 11 characters, of which the first 3 are the code of the airline company. ◆ For cargoes forwarded by aircraft through on-board courier (OBC), "OBC-00000000" should be filled in this field. ◆ For cargoes forwarded by aircraft through courier companies, the MAWB No. can be found on the sticker of the package.

資料項目 Data item		備註 Remarks
C5	副空運提單編號 Air Waybill Number - House (HAWB No. in short)	<ul style="list-style-type: none"> ◆ 由貨運代理商或併裝商編配的副空運提單編號。 ◆ 此編號應有別於空運提單編號。 ◆ 如付運貨物由貨運代理商或併裝商運送，須填上空運提單編號及副空運提單編號。 ◆ 如付運貨物並非併裝貨物，則應填上「NA」。 ◆ 由專人隨飛機攜帶(即 on-board courier (OBC)) 或經速遞公司以飛機運送的貨物，此欄應填上由速遞公司所編配的編號。 ◆ The reference number of a House Air Waybill assigned by the cargo forwarder/consolidator. ◆ It should not be the same as the MAWB No. ◆ Both master and house air waybill numbers should be filled if the consignment is forwarded by a cargo forwarder/consolidator. ◆ “NA” should be filled if the consignment is not a consolidated shipment. ◆ For cargoes forwarded by aircraft through on-board courier (OBC) or courier companies, the reference number assigned by the courier concerned should be filled in this field.
<p><i>運輸資料 — 海運和河運</i> <i>Transportation Details – Ocean and River</i></p>		
C6	船名 Vessel Name	<ul style="list-style-type: none"> ◆ 須填寫船隻的全名。 ◆ 不可填寫「一艘船」之類的虛假船名。 ◆ The full name of vessel is required. ◆ Dummy vessel name such as “A Vessel” is not allowed.
C7	航次 Voyage Number	<ul style="list-style-type: none"> ◆ 由航運公司就某一航程而編定的號碼。 ◆ 如確定沒有航次編號，則應填上「NIL」。 ◆ The identification number assigned by the shipping company to a particular trip of a vessel. ◆ “NIL” should be filled if it is confirmed that there is no voyage number.
C8	提單編號 Bill of Lading Number	<ul style="list-style-type: none"> ◆ 由航運公司編配的提單編號。 ◆ 此欄不應填寫副提單編號或貨運代理商的貨物收據編號。 ◆ The reference number of a Bill of Lading assigned by the shipping company. ◆ It should not be a House Bill of Lading Number or Forwarder’s Cargo Receipt Number.
C9	副提單編號 Bill of Lading Number - House (House B/L No. in short)	<ul style="list-style-type: none"> ◆ 由貨運代理商或併裝商編配的副提單編號。 ◆ 此編號應有別於提單編號。 ◆ 如付運貨物由貨運代理商或併裝商運送，須填上提單編號及副提單編號。 ◆ 如付運貨物並非併裝貨物，則應填上「NA」。 ◆ The reference number of a House Bill of Lading assigned by the cargo forwarder/consolidator. ◆ It should not be the same as the Bill of Lading Number. ◆ Both master and house bill of lading numbers should be filled if the consignment is forwarded by a cargo forwarder/consolidator. ◆ “NA” should be filled if the consignment is not a consolidated shipment.
<p><i>運輸資料 — 道路</i> <i>Transportation Details – Road</i></p>		
C10	車輛登記號碼 Vehicle Registration Number	<ul style="list-style-type: none"> ◆ 運載貨物進入／離開香港車輛的登記號碼。 ◆ The vehicle registration number of the vehicle transporting the goods into/out from Hong Kong.
C11	海關貨物編號 Customs Cargo Reference Number	<ul style="list-style-type: none"> ◆ 由香港海關的「道路貨物資料系統」編配的專用編號，以識別經道路運輸的貨物。 ◆ The unique reference number assigned by the Road Cargo System of the Customs and Excise Department to identify a consignment transported by road.

資料項目 Data item	備註 Remarks
運輸資料 — 鐵路 <i>Transportation Details – Rail</i>	
C12 火車車卡號碼 Wagon Number	<ul style="list-style-type: none"> ◆ 運載貨物進入／離開香港火車車卡的號碼。 ◆ 此號碼由 4 至 7 個數字組成。 ◆ The reference number of the wagon transporting the goods into/out from Hong Kong. ◆ It consists of 4 to 7 digits.
C13 鐵路收據編號 Rail Cargo Receipt Number	<ul style="list-style-type: none"> ◆ 由鐵路貨物代理商編配的特別編號，以識別經鐵路運輸的貨物。 ◆ The unique reference number assigned by the rail cargo agent to identify a consignment transported by rail.
運輸資料 — 郵寄 <i>Transportation Details – Mail</i>	
C14 郵寄包裹單編號 Post Office Receipt Number	<ul style="list-style-type: none"> ◆ 由香港郵政就個別運送的郵包而編定的號碼。 ◆ The reference number assigned by Hongkong Post to identify the delivery of a postal packet.
運輸資料 — 其他 <i>Transportation Details – Others</i>	
C15 海關管制站 Customs Control Point	<ul style="list-style-type: none"> ◆ 乘客所攜行李過關的海關管制站。 ◆ 有關的分類詳列於附錄二內。 ◆ The Customs Control Point where personal baggage is cleared. ◆ The classification is given in Appendix 2.
C16 旅客報關通知書檔號 Customs Declaration Reference	<ul style="list-style-type: none"> ◆ 由香港海關在海關管制站，就旅客為所攜帶的貨物辦理清關時，在「遞交有關輸入／輸出貨物的進口／出口報關表通知」上所編配的編號。 ◆ The reference number assigned by the Customs and Excise Department to an “Advice to Lodge Import/Export Declaration for Imported/Exported Goods” at time of customs clearance of the goods carried by a passenger at the Customs Control Point.
C17 運單編號 Consignment Note Number	<ul style="list-style-type: none"> ◆ 由香港中旅貨運有限公司編配予隨行貨物的編號。 ◆ The reference number assigned by the China Travel Service (Cargo) Hong Kong Limited to hand carriers.

資料項目 Data item	備註 Remarks
貨物資料 Commodity Details	
D1 來源國家 Origin Country	<ul style="list-style-type: none"> ◆ 生產或製造貨物的國家／地區。 ◆ 請填上生產或製造每個貨物項目的國家／地區名稱。如屬港產品出口，來源國家／地區應為香港。 ◆ 有關的分類詳列於附錄四內。 ◆ 請參閱附註的港產品出口貨物^{*5}和轉口貨品^{*6}分類方法。 ◆ The country/territory in which the goods are produced or manufactured. ◆ Please give the name of country/territory in which the goods are produced or manufactured for each commodity item. For domestic exports, the origin country/territory must be Hong Kong. ◆ The classification is given in Appendix 4. ◆ Please refer to the classification of domestic exports^{*5} and re-exports^{*6} at the footnote.
D2 貨物說明 Goods Description	<ul style="list-style-type: none"> ◆ 請填寫貨物的詳細資料，如用途、製造方法、原料和正確的化學或專有名稱。 ◆ 請使用明確的貨物描述，例如「微波爐」，而非「電器」。 ◆ Please give full particulars of the goods such as usage, method of manufacture, material used, and where appropriate, proper chemical or technical name. ◆ Please give the goods description in specific term, such as “microwave ovens” but not “electrical appliances”.
D3 貨物分類編號 Commodity Code	<ul style="list-style-type: none"> ◆ 請根據現時使用的《香港進出口貨物分類表（協調制度）》填寫貨物分類編號。如有需要，可致電貨物編號查詢熱線 3178 8933 查詢有關的香港協調制度貨物編號。這條熱線服務指引刊於附錄七內。 ◆ Please give the commodity code number in accordance with the current Hong Kong Imports and Exports Classification List (Harmonized System). If necessary, please call Commodity Code Enquiry Hotline at 3178 8933 to get the relevant Hong Kong Harmonized System (HKHS) commodity code. The service guide of this hotline is at Appendix 7.

^{*5} **港產品出口貨物**是指香港的天然產品或在本港經過製造工序，以致其基本原料的形狀、性質、式樣或用途受到永久改變的產品。如果產品在香港只進行簡單稀釋、包裝、入樽、烘乾、簡單裝配、分類、裝飾等過程，則該產品並不能以香港作為來源地。有關指定產品的產地來源規定及相關的主要製造工序，請與工業貿易署聯絡（查詢熱線：2398 5545）。

^{*6} **轉口貨品**是指輸出曾經自外地輸入本港的貨品，而這些貨品並沒有在本港經過任何製造工序，以致永久改變其形狀、性質、式樣或用途。

^{*5} **Domestic exports** are the natural produce of Hong Kong or the products of a manufacturing process in Hong Kong which has changed permanently the shape, nature, form or utility of the basic materials used in manufacture. Processes such as simple diluting, packaging, bottling, drying, simple assembling, sorting, decorating, etc., do not confer Hong Kong origin. For the detailed origin criteria and the corresponding principal manufacturing processes for specific products, please contact the Trade and Industry Department (enquiry hotline: 2398 5545).

^{*6} **Re-exports** are products which have previously been imported into Hong Kong and which are re-exported without having undergone in Hong Kong a manufacturing process which has changed permanently the shape, nature, form or utility of the product.

資料項目 Data item		備註 Remarks
D4	數量 Quantity	<ul style="list-style-type: none"> ◆ 填報的數量應為貨物的淨重、體積或尺寸，而容器、內部包裝或其他包裝則不計算在內。所有數量單位均採用十進制。 ◆ 必須與「數量單位」一欄的資料一致。若單位與「數量單位」一欄的資料不相符，則須先進行換算。 ◆ 此資料項目由最多十四個數字（不計浮動的小數點）組成，當中包括最多有三個小數位。例如：12345678901234、1234567890123.4、123456789012.34 及 12345678901.234。 ◆ Quantities where shown, represent the net weight, volume or size of the goods exclusive of containers, internal wrapping or any other packing. The metric system is adopted for all units of quantity. ◆ It should be consistent with the field “Unit of Quantity”. Conversion is required if it involves different units of quantity. ◆ It contains up to 14 numeric characters, including maximum 3 decimal places. Decimal point is allowed to float and is not counted as a character. For example, 12345678901234, 1234567890123.4, 123456789012.34 and 12345678901.234.
D5	數量單位 Unit of Quantity	<ul style="list-style-type: none"> ◆ 有關的分類詳列於附錄二內。 ◆ The classification is given in Appendix 2.
D6	香港到岸價值 — 適用於進口貨物 CIF Value HK - for imports	<ul style="list-style-type: none"> ◆ 貨物抵達香港時的所有成本，包括貨物的成本價值、保險費、運費及其他費用。 ◆ 所有價值須以港幣計算；若進口商以外幣付款，在一般情況下，須以貨物抵港當日的匯款賣價或根據銀行支賬通知書上的兌換率，將款額兌換為港元。 ◆ The full cost of goods up to arrival in Hong Kong, including the cost of goods, insurance, freight and any other charges. ◆ The value should be in <i>HONG KONG DOLLARS</i>. If the importer makes payment for the goods in foreign currency, in general, it should be converted into Hong Kong dollars at the remittance selling exchange rate prevailing at the time of arrival of shipment or according to the Banker’s Debit Note.
D7	香港離岸價值 — 適用於出口／轉口貨物 FOB Value HK – for exports/re-exports	<ul style="list-style-type: none"> ◆ 計至貨物裝運在離港船隻、車輛或飛機上的所有成本，包括貨物的成本價值及其他費用。 ◆ 所有價值須以港幣計算；若出口商以外幣收賬，在一般情況下，須以貨物離港當日的匯款買價或根據銀行入賬通知書上的兌換率，將款額兌換為港元。 ◆ The full cost of the goods up to loading of the goods on to the exporting vessel, vehicle or aircraft, including the cost of goods and any other charges. ◆ The value should be in <i>HONG KONG DOLLARS</i>. If the exporter receives payment for the goods in foreign currency, in general, it should be converted into Hong Kong dollars at the remittance buying exchange rate prevailing at the time of departure of shipment or according to the Banker’s Credit Advice.
包裝資料 Packaging Details		
E1	標記及箱號 Marks and Numbers	<ul style="list-style-type: none"> ◆ 圖形應盡可能以文字表達。 ◆ Graphics should be described textually as far as possible.
E2	貨櫃編號 Container Number	<ul style="list-style-type: none"> ◆ 如牽涉的貨櫃編號多於一個，凡將物品進／出口的人士應將其餘貨櫃編號填在有關項目的「標記及箱號」一欄內以供參考。 ◆ If there are more than one container number, importers/exporters should enter the remaining in the “Marks and Numbers” column of the respective item for reference.
E3	包裝件數 Number of Packages	<ul style="list-style-type: none"> ◆ 付運每類貨物的個別包裝單位數目。 ◆ 請就每類貨物填報實際付運的包裝件數。 ◆ The number of individual packing units of each kind of commodity of a shipment. ◆ Please give the number of packages actually shipped for each kind of commodity.
E4	包裝種類 Type of Packages	<ul style="list-style-type: none"> ◆ 有關的分類詳列於附錄三內。 ◆ The classification is given in Appendix 3.

資料項目 Data item		備註 Remarks
E5	總包裝件數 Total Number of Packages	<ul style="list-style-type: none"> ◆ 不論包裝種類，請填報實際付運貨物總件數。例如：20 箱玻璃製品及 1 盒玩具，總包裝件數應為 21。 ◆ Please give the total number of packages actually shipped, regardless of the package type. For example, the total number of packages is 21 if there are 20 cartons of glassware and 1 box of toys.
遞交資料 Submission Details		
F1	報關編號 Unique Declaration Reference (UDR)	<ul style="list-style-type: none"> ◆ 每個報關信息的專用編號。每次遞交新報關單均須編配新的編號。 ◆ 其後所有關於該報關單的信息，均須註明此編號。 ◆ The unique reference number for each new declaration message. A new one should be assigned for each new declaration to be submitted. ◆ This reference number should be quoted in all subsequent messages in connection with the original declaration.
F2	報關通知書檔號 Notice Reference Number	<ul style="list-style-type: none"> ◆ 如在接獲政府統計處所發出的報關通知書後才報關，須填報報關通知書上的通知書檔號。 ◆ 此檔號列於報關通知書的右上角。 ◆ If the import/export declaration is lodged in response to the Notice on Lodgement of Import/Export Declaration (Declaration Notice) issued by the Census and Statistics Department, the unique notice reference number assigned should be entered. ◆ The reference number can be found at the top right hand corner of the Declaration Notice.
F3	單一貨物代碼 Unique Consignment Reference	<ul style="list-style-type: none"> ◆ 依據供應商與客戶之間的商業合同，對需一次過付運的貨物所訂的特別編號。 ◆ A unique reference number for the batch of line items that should be transported in one go according to the commercial contract between the supplier and the customer.

請查看報關單內所需填報的各欄均已填妥，可使用繁體中文、簡體中文或英文填報。有關中文字的字元集，請參閱 GETS II。請注意，如報關單資料不準確或不齊備，電腦系統可能不予受理，而有關報關單亦不能遞交至政府。

Please check if all the appropriate boxes in the declaration are completed properly in Traditional Chinese, Simplified Chinese or English. For details of the Chinese character sets, please refer to GETS II. Please note that inaccurate or incomplete declarations may be rejected by the system and cannot be lodged with the Government.

6. 香港協調制度刊物

香港進出口貨物分類表（協調制度）二零一二年版共兩冊，可以從下列方式獲取：

- (i) 在政府統計處網站（網址：http://www.censtatd.gov.hk/trader/declaration/index_tc.jsp）免費下載；
- (ii) 在網上政府書店購買刊物的印刷版（網址：<http://www.bookstore.gov.hk>）；
- (iii) 親往政府統計處刊物出版組（地址：香港灣仔港灣道 12 號灣仔政府大樓十九樓；電話：2582 3025；傳真：2827 1708）購買刊物的印刷版。

6. Publications of the Hong Kong Harmonized System

Hong Kong Imports and Exports Classification List (Harmonized System) 2012 Edition (2 volumes) can be obtained through:

- (i) downloading free of charge from the website of the Census and Statistics Department (Website: <http://www.censtatd.gov.hk/trader/declaration/index.jsp>);
- (ii) online purchasing print version of the publication at the “Government Bookstore” (Website: <http://www.bookstore.gov.hk>);
- (iii) visiting in person at the Publications Unit, Census and Statistics Department (Address: 19/F, Wanchai Tower, 12 Harbour Road, Wan Chai, Hong Kong; Tel: 2582 3025; Fax : 2827 1708) to purchase print version of the publication.

7. 網上尋找香港貨物協制度（港貨協制）編號及國家／地區編號

將物品進出口的人士可於政府統計處網站 (http://www.censtatd.gov.hk/trader/hocode/index_tc.jsp) 尋找所需的港貨協制編號及國家／地區編號。透過輸入貨物常用名稱或部分港貨協制編號，便可獲得相關貨物的港貨協制編號的詳細資料，包括貨物說明、分類及數量單位的資料。此外，透過輸入國家／地區名稱，便可尋找相應的國家／地區編號。

8. 遞交進／出口報關單

進／出口報關單須透過下列其中一種途徑以電子方式遞交予海關關長－

(a) 直接電子報關服務

報關單須以電子方式，透過下列政府委聘的服務供應商（簡稱服務供應商）提供的服務遞交：

- 標奧電子商務有限公司（簡稱「標奧」）
查詢熱線：2111 1611
網址：<http://www.brio.com.hk>
- 商貿易服務有限公司（簡稱「商貿易」）
查詢熱線：8201 0082
網址：<http://vip.ge-ts.com.hk>
- 貿易通電子貿易有限公司（簡稱「貿易通」）
查詢熱線：2917 8888
網址：<http://www.tradelink.com.hk>

凡將物品進／出口的人士向服務供應商登記後，便可利用其提供的前端服務配套，例如用戶軟件或網上電子報關表格，把需要的資料編成規定格式的信息。加上有效的電子簽署，電子報關單便可傳送到服務供應商的系統。

凡將物品進／出口的人士應在每次遞交報關單三十分鐘後查閱其電子郵箱，以確定報關單是否已被接納。若報關單符合格式要求，並得到服務供應商的系統接納，系統便會發出「收妥信息」給報關人士，報關單的電子信息亦會即時傳送到政府的系統。報關人士將會與有關的服務供應商結算所需繳交的政府報關費及服務供應商服務費。

7. Finding Hong Kong Harmonized System (HKHS) Commodity Codes and Country/Territory Codes Through Internet

Importers and exporters can find the required HKHS commodity codes and country/territory codes on the website of the Census and Statistics Department (<http://www.censtatd.gov.hk/trader/hocode/index.jsp>). Detailed information of the relevant HKHS commodity code, including commodity description, and information on classification and unit of quantity can be located by inputting commonly used product description or partial HKHS commodity code. Moreover, the corresponding country/territory code can be located by inputting the name of country/territory.

8. Lodgement of Import/Export Declarations

Import/export declarations are to be lodged with the Commissioner of Customs and Excise electronically via one of the following means -

(a) Direct Electronic Declaration Service

Declarations are to be lodged electronically through the services provided by the following service providers (SP) appointed by the Government:

- Brio Electronic Commerce Limited (Brio)
Enquiry Hotline : 2111 1611
Website : <http://www.brio.com.hk>
- Global e-Trading Services Limited (Ge-TS)
Enquiry Hotline : 8201 0082
Website : <http://vip.ge-ts.com.hk>
- Tradelink Electronic Commerce Limited (Tradelink)
Enquiry Hotline : 2917 8888
Website : <http://www.tradelink.com.hk>

After registration with SP, importers/exporters may make use of the front-end solutions provided, such as end-user software or web-form, to compile the necessary information into structured declaration messages as required. With proper electronic signature, the electronic declarations can be sent to the SP's system.

Importers/exporters should check their electronic mail box provided by the SP's system 30 minutes after sending the declarations to confirm if their declarations have been accepted. If a declaration is in order and accepted by the SP's system, the declarant will receive an "acknowledgement message" from the system while the declaration message will be transmitted to the Government's system. The payment of relevant Government charges and the SP transaction fees will be settled between the declarant and the respective SP.

另一方面，若報關單不被服務供應商的系統接納而退回，系統便會發出「錯誤信息」給報關人士。報關人士必須作出適當處理後再遞交報關單。凡將物品進／出口的人士必須注意，任何未能在物品進口或出口後十四日內遞交的報關單需要繳付逾期報關罰款及有可能被檢控。

(b) 經指明代理人的紙張轉電子報關服務

服務供應商亦透過分布本港各區的服務代理網絡，提供不同的服務把紙張報關單資料轉為電子信息。凡將物品進／出口的人士只需填寫一份特定的紙張報關授權表格，服務代理便會將填寫在表格上的資料轉為電子信息，經有關服務供應商再傳送到政府。紙張轉電子報關服務將收取額外服務費用。

如有查詢，可直接聯絡附錄五所載的服務代理。

根據進出口（登記）規例第(9)條，海關關長可要求報關人士出示有關的貿易文件用以核實報關單內申報的資料。另外，凡將物品進／出口的人士應保存報關單和服務供應商的帳單（或適用於紙張轉電子報關服務用戶的報關授權表格和收據），以備查證。

9. 報關費及製衣業訓練徵款

遞交報關單時，凡將物品進出口的人士必須按下列收費繳付報關費及製衣業訓練徵款（如適用）予政府：

進口

- (a) 非食品項目及非獲豁免繳付報關費的物品 – 貨值四萬六千元或以下者，繳費五角；四萬六千元以上者，則以後每一千元或不足一千元者，加繳二角五分，而最後之五分則以一角計算。
- (b) 現時使用的香港進出口貨物分類表（協調制度）內附錄一所列的食品項目（即使用進口報關表格—A 報關所涵蓋的物品） – 不論貨值多少，每份報關單只須繳費五角。
- (c) 獲豁免繳付報關費的物品 – 不論貨值多少，不須繳付報關費。

On the other hand, if a declaration is rejected by the SP's system, the declarant will receive an "error message". The declarant therefore has to re-submit the declaration after completion of appropriate follow-up action. Importers/exporters should note that they have to pay late lodgement charge and may be liable to prosecution if they fail to lodge the required import or export/re-export declaration within 14 days after the importation or exportation of the article.

(b) Paper-to-electronic Conversion Service via Specified Agents

Paper-to-electronic conversion service for declaration is also provided by SP through a network of service agents in Hong Kong. Importers/exporters have to complete a specified paper authorisation form. The service agents will convert the information into electronic messages and send them to the respective SP for onward transmission to the Government. An extra service charge will be incurred for such conversion service.

Enquiries may be directed to the respective service agents listed in Appendix 5.

Under Regulation (9) of the Import and Export (Registration) Regulations, Commissioner of Customs and Excise may require the declarant to produce relevant trade documents to verify any particulars given in a declaration. In addition, importers/exporters are advised to keep copies of declarations and SP transaction bills (or declaration authorisation forms and payment receipt for users of the paper-to-electronic conversion service) for verification.

9. Declaration Charge and Clothing Industry Training Levy

At the time of lodging declarations, importers and exporters are required to pay Declaration Charge and Clothing Industry Training Levy (if applicable) to the Government at the following rate:

Import

- (a) For non-food items and articles not exempted from declaration charge – 50 cents in respect of the first \$46,000 of the value of the goods and 25 cents in respect of each additional \$1,000 or part thereof and rounded up to the nearest 10 cents.
- (b) For food items classified in Appendix I of the current Hong Kong Imports and Exports Classification List (Harmonized System) (i.e. those articles covered in the declarations lodged using Import Declaration Form 1A) – 50 cents per declaration irrespective of the value.
- (c) For articles exempted from declaration charge – Exempted from declaration charge irrespective of the value.

出口／轉口

- (d) 不論來源地是否香港的出口物品，獲豁免繳付報關費的物品除外 – 貨值四萬六千元或以下者，繳費五角；四萬六千元以上者，則以後每一千元或不足一千元者，加繳二角五分，而最後之五分則以一角計算。
- (e) 香港法例第 318 章工業訓練（製衣業）條例附表一所列的香港製造的成衣品及配件和鞋履項目（即使用出口報關表格二 A 報關所涵蓋的物品），在出口時除繳付上述報關費外，每一千元或不足一千元價值的貨物須加繳製衣業訓練徵款三角。
- (f) 獲豁免繳付報關費的物品 – 不論貨值多少，不須繳付報關費。

收取的報關費是用作資助香港貿易發展局的運作經費，而製衣業訓練徵款則是代表製衣業訓練局徵收。

Export/Re-export

- (d) For exports of goods whether of Hong Kong origin or not, except articles exempted from declaration charge – 50 cents in respect of the first \$46,000 of the value of the goods and 25 cents in respect of each additional \$1,000 or part thereof and rounded up to the nearest 10 cents.
- (e) For exports of Hong Kong manufactured clothing and footwear items specified in Schedule 1 to the Industrial Training (Clothing Industry) Ordinance, Chapter 318 (i.e. those articles covered in the declarations lodged using Export Declaration Form 2A), Clothing Industry Training Levy of 30 cents in respect of each \$1,000 value or part thereof in addition to the declaration charge.
- (f) For articles exempted from declaration charge – Exempted from declaration charge irrespective of the value.

Declaration Charge is collected to subsidise the operation of Hong Kong Trade Development Council while Clothing Industry Training Levy is collected on behalf of Clothing Industry Training Authority.

10. 逾期報關罰款

未能在貨物進口／出口後十四日內遞交所需報關單的人士，必須按照下表繳納罰款：

	報關時應繳納的罰款 Penalty payable where a declaration is lodged		
	貨物進口／出口後一個月又十四日內報關 within one month and 14 days after the importation/exportation	貨物進口／出口後超過一個月又十四日，但在兩個月又十四日內報關 after one month and 14 days but within two months and 14 days after the importation/exportation	貨物進口／出口後兩個月又十四日後報關 after two months and 14 days after the importation/exportation
每份報關單所列貨物的總值 Total value of articles specified in a declaration			
二萬元或以下 Not exceeding \$20,000	\$20	\$40	\$100
二萬元以上 Exceeding \$20,000	\$40	\$80	\$200

10. Late Lodgement Penalty

A penalty charge calculated according to the following table is required to be paid in respect of each declaration not lodged within 14 days after the importation/exportation:

11. 常見問題

問 1. 有關報關的法律規定是怎樣的？

答 1. 根據進出口（登記）規例的規定，凡將物品進口或出口的人士，除豁免報關物品外，必須在物品進口或出口後十四天內向海關關長遞交一份資料正確及齊備的進口或出口／轉口報關單。任何人士如未有遞交所需報關單或在報關單上故意虛報或粗心大意填錯任何細節，均有可能被檢控。

問 2. 進／出口報關的限期是多少？

答 2. 進／出口報關須在有關物品進／出口後的十四天內遞交。

問 3. 十四天的限期是怎樣計算的？

答 3. 十四天的限期是以進／出口日期的翌日作為第一天起計十四天，其間的公眾假期亦計算在內。但如第十四天剛巧是公眾假期、八號或以上烈風信號懸掛或黑色暴雨信號懸掛，該限期將順延到不是公眾假期、八號或以上烈風信號或黑色暴雨信號懸掛的下一天。

11. Frequently Asked Questions

Q1. What are the requirements of law on import/export declaration?

A1. Under the Import and Export (Registration) Regulations, every person who imports or exports any article other than an exempted article is required to lodge with the Commissioner of Customs and Excise an accurate and complete import or export/re-export declaration within 14 days after the importation or exportation of the article. Prosecution may be initiated against any person who fails to lodge the required declaration, or knowingly or recklessly lodges any declaration that is inaccurate in any material particular.

Q2. What is the time limit for lodgement of import/export declaration?

A2. An import/export declaration should be lodged within 14 days after the importation/exportation of the article.

Q3. How is the time limit of 14-day computed?

A3. The 14-day is computed with the day following the date of importation/exportation as Day 1. Then count to Day 14 inclusive of intervening public holidays. However, if Day 14 happens to be a public holiday, a gale warning day (i.e. typhoon signal no. eight or higher hoisted), or a black rainstorm warning day, the time limit shall extend to the next following day not being a public holiday, a gale warning day, or a black rainstorm warning day.

問 4. 怎樣遞交進／出口報關單？

答 4. 由二零零零年四月一日起，進／出口報關單須以電子方式，透過指定服務供應商提供的服務遞交。服務供應商亦提供服務替有需要的人士把紙張報關資料轉換為電子信息傳送至政府。

問 5. 電子進／出口報關是如何辦理的？

答 5.

(a) 直接電子報關服務

報關單須以電子方式，透過下列政府委聘的服務供應商（簡稱服務供應商）提供的服務遞交：

標奧電子商務有限公司（簡稱「標奧」）
查詢熱線: 2111 1611
網址: <http://www.brio.com.hk>

商貿易服務有限公司（簡稱「商貿易」）
查詢熱線: 8201 0082
網址: <http://vip.ge-ts.com.hk>

貿易通電子貿易有限公司（簡稱「貿易通」）
查詢熱線: 2917 8888
網址: <http://www.tradelink.com.hk>

凡將物品進／出口的人士向服務供應商登記後，便可利用其提供的前端服務配套，例如用戶軟件或網上電子報關表格，把需要的資料編成規定格式的信息。加上有效的電子簽署，電子報關單便可傳送到服務供應商的系統。

若報關單符合格式要求，並得到服務供應商的系統接納，系統便會發出「收妥信息」給報關人士，報關單的電子信息亦會即時傳送到政府的系統。報關人士將會與有關的服務供應商結算所需繳交政府報關費及服務供應商服務費。

另一方面，若報關單不被服務供應商的系統接納而退回，系統便會發出「錯誤信息」給報關人士。報關人士必須作出適當處理後再遞交報關單。凡將物品進／出口的人士必須注意，任何未能在物品進口或出口十四日內遞交的報關單需要繳付逾期報關罰款及有可能被檢控。

Q4. How can I lodge import/export declarations?

A4. Starting from 1 April 2000, import/export declarations can only be lodged electronically through the services provided by specified service providers. Service is also provided to convert paper declaration information into electronic messages if necessary.

Q5. What are the procedures of lodging import/export declarations electronically?

A5.

(a) Direct Electronic Declaration Service

Declarations are to be lodged electronically through the services provided by the following service providers (SP) appointed by the Government:

Brio Electronic Commerce Limited (Brio)
Enquiry Hotline : 2111 1611
Website : <http://www.brio.com.hk>

Global e-Trading Services Limited (Ge-TS)
Enquiry Hotline : 8201 0082
Website : <http://vip.ge-ts.com.hk>

Tradelink Electronic Commerce Limited (Tradelink)
Enquiry Hotline : 2917 8888
Website : <http://www.tradelink.com.hk>

After registration with SP, importers/exporters may make use of the front-end solutions provided, such as end-user software or web-form, to compile the necessary information into structured declaration messages as required. With proper electronic signature, the electronic declarations can be sent to the SP's system.

If a declaration is in order and accepted by the SP's system, the declarant will receive an "acknowledgement message" from the system while the declaration message will be transmitted to the Government's system. The payment of relevant Government charges and the SP transaction fees will be settled between the declarant and the respective SP.

On the other hand, if a declaration is rejected by the SP's system, the declarant will receive an "error message". The declarant therefore has to re-submit the declaration after completion of appropriate follow-up action. Importers/exporters should note that they have to pay late lodgement charge and may be liable to prosecution if they fail to lodge the required import or export/re-export declaration within 14 days after the importation or exportation of the article.

(b) 經指明代理人的紙張轉電子報關服務

服務供應商亦透過分布本港各區的服務代理網絡，提供不同的服務把紙張報關單資料轉為電子信息。凡將物品進／出口的人士只需填寫一份特定的紙張報關授權表格，服務代理便會將填寫在表格上的資料轉為電子信息，經有關服務供應商再傳送到政府。紙張轉電子報關服務將收取額外服務費用。

問 6. 報關應用哪些表格？

答 6. 報關時必須使用下列指定的進口或出口報關表格：

- (i) 一般進口物品：報關表格一
- (ii) 進口食品：報關表格一 A
- (iii) 獲豁免繳付報關費的進口物品：報關表格一 B
- (iv) 一般出口或轉口物品：報關表格二
- (v) 出口香港法例第 318 章工業訓練（製衣業）條例附表一所列的香港製造的成衣及鞋履品：報關表格二 A
- (vi) 出口／轉口獲豁免繳付報關費的物品：報關表格二 B

問 7. 我怎樣可以知道有關物品的貨物編號的資料？

答 7. 你可查閱以下有關香港協調制度的刊物：

香港進出口貨物分類表（協調制度）二零一二年版共兩冊可於政府統計處網站（網址：http://www.censtatd.gov.hk/trader/declaration/index_tc.jsp）免費下載。

分類表的印刷版可從以下方式購買：

- (i) 網上政府書店（網址：<http://www.bookstore.gov.hk>）；
- (ii) 親往政府統計處刊物出版組（地址：香港灣仔港灣道 12 號灣仔政府大樓十九樓；電話：2582 3025；傳真：2827 1708）

除查閱以上刊物外，你亦可致電貨物編號查詢熱線 3178 8933 向政府統計處查詢或於政府統計處網站（網址：http://www.censtatd.gov.hk/trader/hrcode/index_tc.jsp）尋找所需的香港貨物協調制度編號。

(b) Paper-to-electronic Conversion Service via Specified Agents

Paper-to-electronic conversion service for declaration is also provided by SP through a network of service agents in Hong Kong. Importers/exporters have to complete a specified paper authorisation form. The service agents will convert the information into electronic messages and send them to the respective SP for onward transmission to the Government. An extra service charge will be incurred for such conversion service.

Q6. What forms should be used for declarations?

A6. The following prescribed import or export declaration forms are to be used :

- (i) For general imports : Form 1
- (ii) For imports of food items : Form 1A
- (iii) For imports of articles exempted from declaration charge : Form 1B
- (iv) For general exports or re-exports : Form 2
- (v) For exports of Hong Kong made clothing and footwear items specified in Schedule 1 to the Industrial Training (Clothing Industry) Ordinance, Chapter 318 : Form 2A
- (vi) For exports/re-exports of articles exempted from declaration charge : Form 2B

Q7. Where can I find the information on the commodity code for an article?

A7. You may refer to the following publications of the Hong Kong Harmonized System (HKHS) :

Hong Kong Imports and Exports Classification List (Harmonized System) 2012 Edition (2 volumes) which can be downloaded free of charge from the website of the Census and Statistics Department (Website: <http://www.censtatd.gov.hk/trader/declaration/index.jsp>).

Print version of the Classification List can be purchased through:

- (i) online at the “Government Bookstore” (Website: <http://www.bookstore.gov.hk>);
- (ii) visiting in person at the Publications Unit, Census and Statistics Department (Address: 19/F, Wanchai Tower, 12 Harbour Road, Wan Chai, Hong Kong; Tel: 2582 3025; Fax : 2827 1708)

In addition to the above publications, you may call the Commodity Code Enquiry Hotline at 3178 8933 for the enquiry of HKHS commodity codes or find the required HKHS commodity codes on the website of the Census and Statistics Department (Website: <http://www.censtatd.gov.hk/trader/hrcode/index.jsp>).

問 8. 「香港離岸價值」的定義是什麼？

答 8. 「香港離岸價值」是指計至貨物裝運在離港船隻、車輛或飛機上的所有成本，包括貨物的成本價值及其他費用。所有價值須以港幣計算。

問 9. 「香港到岸價值」的定義是什麼？

答 9. 「香港到岸價值」是指貨物抵達香港時的所有成本，包括貨物的成本價值、保險費、運費及其他費用。所有價值須以港幣計算。

問 10. 我怎樣可以更正已遞交的進／出口報關單？

答 10. 更正已遞交的進／出口報關單內的資料，需要以電子方式將有關修訂傳送至政府。

如經電子報關服務代理報關，請填妥由電子報關服務代理印備的報關資料修訂表格，並將有關表格交回該服務代理，以電子方式傳送至政府。但是，報關表格的種類是不可修改的。

問 11. 如果我錯用了進／出口報關表格報關，應作出什麼跟進工作？

答 11. 你必須就錯用報關表格一事向政府提交書面通知。在通知書上，你應該提供有關詳情，清楚列明錯用報關表格的原因，並在有需要時提交佐證文件（例如提單）。書面通知可以送達以下地址：

香港灣仔港灣道 12 號
灣仔政府大樓 18 樓
政府統計處
貿易資料處理組

或傳真至 2877 5399。

書面通知亦可以電子方式送交。你可在有關的報關單上“報關備註／修訂原因”一欄中述明詳情，並經指定服務供應商向政府提交。不過請注意，提交這類通知是不可填寫於“貨物項目”中。

當政府收到通知書後，會個別審核每宗個案。如有需要，政府會告知你需要作出的跟進（例如提交額外佐證文件，以供審核）。如懷疑個案涉及欺詐意圖，香港海關會作出跟進。

Q8. What is the definition of “FOB Value HK”?

A8. “FOB Value HK” represents the full cost of the goods up to loading of the goods on to the exporting vessel, vehicle or aircraft, including the cost of goods and any other charges. The value should be in HONG KONG DOLLARS.

Q9. What is the definition of “CIF Value HK”?

A9. “CIF Value HK” represents the full cost of goods up to arrival in Hong Kong, including the cost of goods, insurance, freight and any other charges. The value should be in HONG KONG DOLLARS.

Q10. How can I make amendments to the lodged import/export declarations?

A10. Amendments to any lodged import/export declarations have also to be sent to the Government electronically.

If you wish to amend a declaration lodged via the Specified Agent, you should complete an Authorisation for Submission of Import/Export Declaration Amendment Form, which can be obtained from the Specified Agent and submit it to the relevant Specified Agent for forwarding to the Government electronically. However, change of form type is not allowed.

Q11. What should I do if I have used a wrong import/export declaration form for lodging declaration?

A11. You are required to submit a written notification to the Government if you have used a wrong declaration form. In the notification, you should provide the details, state clearly the reason(s) for using the wrong declaration form and present the supporting documents (e.g. bill of lading) if situation requires. The written notification can be addressed to:

Trade Statistics Processing Section
Census and Statistics Department
18/F, Wanchai Tower
12 Harbour Road, Wan Chai
Hong Kong

Or by fax to 2877 5399.

Written notification can also be sent through electronic means. In the declaration concerned, you can input the details in the data field “Declaration Remark/Amendment Reason” at declaration level and then submit it to the Government via your service provider. It should however be noted that the notification must not be stated at goods item level.

Upon receiving the notification, the Government will review it under case by case mechanism and inform you if follow up action is required (e.g. submission of additional supporting documents for review). Cases which are suspicious of involving fraudulent intent will be followed up by the Customs and Excise Department.

如果你是紙張轉電子報關服務的用戶，並希望經指定服務供應商通知政府錯用報關表格，便應填妥修訂表格，以提交書面通知。有關的修訂表格可向服務代理索取，填妥後應送交有關的服務代理，由其以電子方式轉交政府。

根據香港法例第 60E 章《進出口（登記）規例》第(4)及(5)條，如呈交的進／出口報關單在任何方面不完整，關長可拒絕接受該報關單，直至該報關單各項目均填妥為止，而被關長拒絕接受的報關單均被當作未向關長呈交。倘若你錯用進／出口報關表格，可能會受到檢控，並須補回正確的報關單和繳付逾期報關罰款。

問 12. 什麼是由「道路貨物資料系統」到進／出口報關單的數據繼承功能？

答 12. 「道路貨物資料系統」是香港海關為陸路貨物清關而建立的資訊科技系統。為減省業界輸入資料的工作，減少輸入資料時出現錯漏的機會，以及提高數據質素，業界可在填報進／出口報關單時重用已輸入「道路貨物資料系統」的 11 項資料，詳情如下：

- (i) 收貨人名稱;
- (ii) 收貨人地址;
- (iii) 貨櫃編號;
- (iv) 貨物說明;
- (v) 包裝種類;
- (vi) 包裝件數;
- (vii) 數量（即淨重或容積）;
- (viii) 數量單位;
- (ix) 車輛登記號碼;
- (x) 海關貨物編號(CCRN); 及
- (xi) 單一貨物代碼(UCR)。

貿易商須確保重用的資料符合進／出口報關單的規定，尤其是有關貨物說明的規定。舉例說，如有一批微波爐在「道路貨物資料系統」中申報為「電器」，貿易商在進／出口報關單上重用該項資料時，須把資料修訂為「微波爐」。如申報的資料不符合進／出口報關單的規定，貿易商會被要求修訂資料。

If you are the user of the paper-to-electronic declaration conversion service and wish to notify the Government about using of the wrong declaration form via your appointed service agent, you should file the written notification by completing an amendment form, which can be obtained from the service agent, and submit it to the relevant service agent for forwarding to the Government electronically.

According to Regulations (4) and (5) of the Import and Export (Registration) Regulations, Chapter 60E, Laws of Hong Kong, the Commissioner of Customs and Excise may, on the lodgement of any import/export declaration that is incomplete in any respect, refuse to accept the declaration until it is completed in every respect and upon such refusal the declaration shall be deemed not to have been lodged with the Commissioner. If you have misused import/export declaration form, you may be liable to prosecution and required to lodge the relevant declaration with payment on the late lodgement penalty.

Q12. What is Data Inheritance (DI) function from “Road Cargo System” (ROCARS) to import/export declaration?

A12. ROCARS is an IT system developed by the Customs and Excise Department for the customs clearance of road cargoes. To save traders' data input efforts, reduce input errors and enhance data quality, traders can reuse 11 data items inputted in ROCARS for preparing import/export declaration. The 11 data items are:

- (i) Consignee's Name;
- (ii) Consignee's Address;
- (iii) Container Number;
- (iv) Goods Description;
- (v) Type of Packages;
- (vi) Number of Packages;
- (vii) Quantity of Goods (i.e. Net Weight or Gross Volume);
- (viii) Unit of Quantity;
- (ix) Vehicle Registration Number;
- (x) Customs Cargo Reference Number (CCRN); and
- (xi) Unique Consignment Reference (UCR).

Traders should ensure that the reused data fulfil the requirements of import/export declaration, especially in the regard of goods description. For example, for a consignment of microwave ovens, if “electrical appliances” is declared in ROCARS and is reused for import/export declaration, then the trader should amend it to “microwave ovens”. Traders will be requested to make amendments if the import/export declaration made does not meet the requirements.

問 13. 如果我想以一個特定的電子郵箱收取政府發出的報關通知書，應怎樣做？

答 13. 如果你想以一個特定的電子郵箱收取報關通知書，請致電進／出口報關單及貨物艙單查詢熱線 2877 1818（於選擇語言後先按按鈕「3」，跟着按「4」）與政府統計處貿易資料處理組聯絡。

12. 查詢

有關貨物和國家／地區分類和編號、填寫和辦理進／出口報關單及遞交貨物艙單事宜的查詢及資料，你可

- ◆ 致電政府統計處進／出口報關單及貨物艙單查詢熱線 2877 1818。此熱線所提供的服務及指引，刊於附錄六內；
- ◆ 如欲直接查詢貨物編號，可致電貨物編號查詢熱線 3178 8933。此熱線所提供的服務及指引，刊於附錄七內；
- ◆ 如欲直接查詢報關通知書事宜，可致電報關通知書查詢熱線 3178 8988。此熱線所提供的服務及指引，刊於附錄八內；
- ◆ 參閱政府統計處的互聯網網站，（網址：<http://www.censtatd.gov.hk>）；
- ◆ 以電子郵件提出，電郵地址是 trade-declaration@censtatd.gov.hk；
- ◆ 於辦公時間親往香港灣仔港灣道 12 號灣仔政府大樓 17 及 18 樓政府統計處貿易統計科。

Q13. What should I do if I want to specify an electronic mail box to receive declaration notices issued by the Government?

A13. If you want to specify an electronic mail box to receive declaration notices, please contact the Trade Statistics Processing Section of the Census and Statistics Department by dialling the Import/Export Declaration and Cargo Manifest Enquiry Hotline at 2877 1818 (press “3” and then “4” after selection of language).

12. Enquiries

Enquiries/information on matters relating to classification and codes of commodity and country/territory, completion and lodgement of import/export declarations, and submission of cargo manifest can be made/obtained:

- ◆ by dialling the Census and Statistics Department Import/Export Declaration and Cargo Manifest Enquiry Hotline at 2877 1818. A summary of enquiry services provided by the hotline, together with a service guide on how to use the hotline services, is at Appendix 6;
- ◆ by dialling the Commodity Code Enquiry Hotline at 3178 8933 for direct enquiries on matters relating to commodity codes. A summary of enquiry services provided by the hotline, together with a service guide on how to use the hotline services, is at Appendix 7;
- ◆ by dialling the Declaration Notice Enquiry Hotline at 3178 8988 for direct enquiries on matters relating to declaration notices. A summary of enquiry services provided by the hotline, together with a service guide on how to use the hotline services, is at Appendix 8;
- ◆ by visiting the website of the Census and Statistics Department on the Internet (Website: <http://www.censtatd.gov.hk>);
- ◆ through E-mail Address: trade-declaration@censtatd.gov.hk;
- ◆ in person to the Trade Statistics Branches of the Census and Statistics Department at 17/F and 18/F, Wanchai Tower, 12 Harbour Road, Wan Chai, Hong Kong.

其他與報關事宜相關的服務的資料網址、查詢電郵地址及電話熱線載列如下，以供參考：

The websites, enquiry e-mail addresses and telephone hotlines of some services relevant to lodgement of import/export declarations are listed below for reference:

機構 <i>Organisation</i>	服務 <i>Service</i>	網址／電郵地址／查詢熱線 <i>Website / E-mail Address / Enquiry Hotline</i>
商務及經濟發展局 The Commerce and Economic Development Bureau	<ul style="list-style-type: none"> ◆ 政府電子貿易服務 Government Electronic Trading Services (GETS) 	http://www.cedb.gov.hk/citb/en/Policy_Responsibilities/gets.html gets@cedb.gov.hk
香港海關 Customs and Excise Department	<ul style="list-style-type: none"> ◆ 進／出口報關單審核和估值 Verification and assessment on import/export declarations ◆ 應課稅品的進出口牌照 Permits for dutiable commodities ◆ 應課稅品的進出口許可證 Licences for dutiable commodities ◆ 道路貨物資料系統 Road Cargo System (ROCARS) 	http://www.customs.gov.hk customsenquiry@customs.gov.hk 2815 7711
工業貿易署 Trade and Industry Department	<ul style="list-style-type: none"> ◆ 紡織品及非紡織品進口及出口簽證 Import and export licences for textiles and non-textiles goods ◆ 產地來源證 Certificates of origin ◆ 關稅及其他國家進口規例資料 Information on tariff and import regulations of other countries 	http://www.tid.gov.hk enquiry@tid.gov.hk 2392 2922
標奧電子商務有限公司 Brio Electronic Commerce Limited	<ul style="list-style-type: none"> ◆ 政府電子貿易服務的前端服務，包括電子報關服務 Front-end services for the Government Electronic Trading Services, including Electronic Declaration Service 	http://www.brio.com.hk helpdesk@brio.com.hk 2111 1611
商貿易服務有限公司 Global e-Trading Services Limited	<ul style="list-style-type: none"> ◆ 政府電子貿易服務的前端服務，包括電子報關服務 Front-end services for the Government Electronic Trading Services, including Electronic Declaration Service 	http://vip.ge-ts.com.hk enquiry@ge-ts.com.hk 8201 0082
貿易通電子貿易有限公司 Tradelink Electronic Commerce Limited	<ul style="list-style-type: none"> ◆ 政府電子貿易服務的前端服務，包括電子報關服務 Front-end services for the Government Electronic Trading Services, including Electronic Declaration Service 	http://www.tradelink.com.hk mktsales@tradelink.com.hk 2917 8888

(警告: 填報不準確資料屬刑事罪行，最高可被罰款一萬。)
(WARNING: INACCURATE DECLARATION IS A CRIMINAL OFFENCE
AND LIABLE TO A MAXIMUM FINE OF \$10,000.)

香港海關
政府統計處
二零一二年一月

Customs and Excise Department
Census and Statistics Department
January 2012

運輸方式分類
CLASSIFICATION OF TRANSPORT MODES

編號 Code no.	運輸方式	Transport mode
1	海運	Ocean
2	鐵路	Rail
3	道路	Road
4	空運	Air
5	郵寄	Mail
7	固定運輸裝置	Fixed Transport Installation
8	河運	River
9	其他	Others

註 Notes :

- 「海運」不包括註四所述範圍內的河運，但包括與所有其他國家／地區的水路運輸。
“Ocean” does not include water transport within the river trade limits defined in note 4 below, but includes sea transport with all other countries/territories.
- 「空運」亦包括經航空速遞服務。
“Air” also includes delivery through courier service by air.
- 「郵寄」指經香港郵政郵遞的郵包。
“Mail” refers to postal packet which is transmitted by Hongkong Post.
- 「河運」是指在以下範圍內的船隻運輸：香港鄰近水域、珠江及其他在廣東省和廣西自治區與香港鄰近水域相連的內陸水域。
香港鄰近水域是指以下範圍內的水域 —
(i) 東至東經 114°30’；
(ii) 南至北緯 22°09’；及
(iii) 西至東經 113°31’。

“River” refers to transport by vessels in waters in the vicinity of Hong Kong, the Pearl River and other inland waterways in Guangdong Province and Guangxi Autonomous Region which are accessible from waters in the vicinity of Hong Kong.

Waters in the vicinity of Hong Kong refer to waters within the following boundaries —

- to the East, meridian 114°30’ East;
- to the South, parallel 22°09’ North; and
- to the West, meridian 113°31’ East.

屬於河運貿易的主要港口包括（請注意此表並未包括全部屬於河運貿易的港口）：

Major ports within the river trade limits include (Please note that this list is not exhaustive) :

廣東省 GUANGDONG PROVINCE

東莞市	Dongguan City	: 東莞 Dongguan, 虎門 Humen, 沙田 Shatian, 沙角 Shajiao
佛山市	Foshan City	: 佛山 Foshan, 高明 Gaoming, 瀾石 Lanshi, 三水/西南 Sanshui/Xinan
廣州市	Guangzhou City	: 廣州 Guangzhou, 黃埔 Huangpu, 東江口 Dongjiangkou, 新塘 Xintang, 花都 Huadu
河源市	Heyuan City	: 河源 Heyuan, 龍川 Longchuan
惠州市	Huizhou City	: 博羅 Boluo, 紅海港 Honghai
江門市	Jiangmen City	: 恩平 Enping, 高河/鶴山 Gaohe/Heshan, 江門 Jiangmen, 開平 Kaiping, 水口 Shuikou, 台山 Taishan
南海市	Nanhai City	: 北村 Beichuan, 九江 Jiujiang, 平洲 Pingzhou, 三山 Sanshan
番禺市	Panyu City	: 蓮花山 Lianhuashan, 市橋 Shiqiao/番禺 Panyu, 南沙 Nansha, 小虎島 Xiaohudao
清遠市	Qingyuan City	: 連縣 Lianxian, 清遠 Qingyuan, 陽山 Yangshan, 英德 Yingde
韶關市	Shaoguan City	: 樂昌 Lechang, 南雄 Nanxiong, 曲江 Qujiang, 韶關 Shaoguan, 始興 Shixing, 新豐 Xinfeng
深圳市	Shenzhen City	: 赤灣 Chiwan, 東角頭 Dongjiaotou, 媽灣 Mawan, 蛇口 Shekou, 鹽田 Yantian, 小梅沙 Xiaomeisha
順德市	Shunde City	: 容奇 Rongqi, 北滘 Beijiao, 順德 Shunde, 勒流 Leliu
新會市	Xinhui City	: 河口 Hekou, 新會 Xinhui
雲浮市	Yunfu City	: 六都 Liudu, 雲浮 Yunfu, 羅定 Luoding, 新興 Xinxing, 郁南 Yunan
肇慶市	Zhaoqing City	: 德慶 Deqing, 封開 Fengkai, 高要 Gaoyao, 廣寧/南街 Guangning/Nanjie, 懷集 Huaiji, 四會 Sihui, 肇慶 Zhaoqing
中山市	Zhongshan City	: 小欖 Xiaolan, 中山 Zhongshan/石岐 Shiqi
珠海市	Zuhai City	: 斗門/井岸 Doumen/Jingan, 九州 Jiuzhou, 珠海/香洲 Zhuhai/Xiangzhou, 唐家灣 Tanjia Bay, 部份珠海市離島, 如: 牛頭島, 中心洲 some outlying islands within Zhuhai City e.g. Niutou Islands, Zhongxinzhou

廣西自治區 GUANGXI AUTONOMOUS REGION

蒼梧 Cangwu, 桂平 Guiping, 貴港 Guigang, 南寧 Nanning, 藤縣 Tengxian, 梧州 Wuzhou, 昭平 Zhaoping

其他 OTHERS

澳門 Macao

注意： 以下港口是屬於河運範圍以外的，亦即海運港口：
惠州市的惠東及澳頭港，部分珠海市離島，如：大/小洲、二洲、三門島、桂山島、外伶仃島、大橫琴島。

Remarks : The following ports are outside river trade limits i.e. ocean ports :
Huidong and Aotou of Huizhou City, some outlying islands within Zhuhai City e.g. Zhizhu Islands, Erzhou Island, Sanmen Island, Guishan Island, Wailingding Island, Dahengqin Island.

海關管制站分類
CLASSIFICATION OF CUSTOMS CONTROL POINTS

編號 Code	海關管制站*	Customs Control Point
1	香港國際機場	Hong Kong International Airport
2	紅磡直通車站	Hung Hom Through Train Station
3	羅湖	Lo Wu
4	落馬洲	Lok Ma Chau
5	文錦渡	Man Kam To
6	沙頭角	Sha Tau Kok
7	中國渡輪碼頭	China Ferry Terminal
8	港澳渡輪碼頭	H.K. Macau Ferry Terminal
9	其他邊境口岸	Other Control Points

數量單位分類
CLASSIFICATION OF UNITS OF QUANTITY

編號 Code	數量單位*	Unit of Quantity
MTQ	立方米	Cubic metre
GWH	千兆瓦小時	Gigawatt hour
GRM	克	Gram
KGM	公斤	Kilogram
K6	千升	Kilolitre
KMT	千米	Kilometre
LTR	升	Litre
MAL	兆升	Megalitre
MTR	米	Metre
CTM	克拉(十進制)	Metric carat
NMP	盒/副	Number of packs
PR	對	Pair
SET	套	Set
MTK	平方米	Square metre
MIL	千	Thousand
TNE	公噸	Tonne (metric ton)
C62	個	Unit

注意： * 中文譯名只供參考。

Remarks : * Chinese translation is for reference only.

包裝種類分類
CLASSIFICATION OF TYPES OF PACKAGES

編號 Code	包裝種類*	Type of Package	編號 Code	包裝種類*	Type of Package
AE	煙霧	Aerosol	FP	軟片包裝	Film-pack
AM	小管,不受保護的	Ampoule, non-protected	FI	木製小桶	Firkin
AP	小管,受保護的	Ampoule, protected	FL	細頸瓶	Flask
AT	噴霧器	Atomizer	FB	彈性袋	Flexibag
BG	袋	Bag	FE	膠櫃	Flexitank
GY	黃麻布袋	Bag, gunny	FO	小型提箱	Footlocker
JB	特大袋	Bag, jumbo	FR	框架	Frame
MB	袋	Bag, multiply	GI	樑	Girder
44	塑料袋	Bag, polybag	GZ	樑,束	Girders, in bundle/bunch/truss
BL	包,被壓縮的	Bale, compressed	HR	食籃	Hamper
BN	包,不被壓縮的	Bale, non-compressed	HG	大桶	Hogshead
BF	氣球,不受保護的	Balloon, non-protected	IN	錠	Ingot
BP	氣球,受保護的	Balloon, protected	IZ	錠,束	Ingots, in bundle/bunch/truss
BR	棒	Bar	JR	廣口瓶	Jar
BA	大琵琶桶	Barrel	JY	圓形罐	Jerrican, cylindrical
BZ	棒,束	Bars, in bundle/bunch/truss	JC	方形罐	Jerrican, rectangular
BK	籃	Basket	JG	水壺	Jug
BI	箱櫃	Bin	JT	黃麻布袋	Jutebag
BD	板	Board	KG	小桶	Keg
OK	塊	Block	LG	圓木	Log
BY	木板,束	Board, in bundle/bunch/truss	LZ	圓木,束	Logs, in bundle/bunch/truss
BB	線軸	Bobbin	MT	墊	Mat
BT	捲	Bolt	MX	火柴盒	Matchbox
GB	氣體瓶	Bottle, gas	NS	重疊箱	Nest
BS	球形瓶,不受保護的	Bottle, non-protected, bulbous	NT	網	Net
BO	圓柱形瓶,不受保護的	Bottle, non-protected, cylindrical	PK	包裹	Package
BV	球形瓶,受保護的	Bottle, protected bulbous	PA	小包	Packet
BQ	圓柱形瓶,受保護的	Bottle, protected cylindrical	PL	提桶	Pail
BC	瓶架	Bottlecrate/Bottlerack	PX	托盤	Pallet
BX	盒	Box	TW	瓦楞紙板托盤	Pallet, triwall
BJ	水桶	Bucket	8A	木製托盤	Pallet, wooden
VG	大量氣體	Bulk, gas (at 1031 mbar and 15°C)	OA	托盤, CHEP (聯邦運作設備共享) 40 厘米 x 60 厘米	Pallet, CHEP 40 cm x 60 cm
VL	流體	Bulk, liquid	OB	托盤, CHEP (聯邦運作設備共享) 80 厘米 x 120 厘米	Pallet, CHEP 80 cm x 120 cm
VQ	大量液化氣體	Bulk, liquefied gas (at abnormal temperature/pressure)	OC	托盤, CHEP (聯邦運作設備共享) 100 厘米 x 120 厘米	Pallet, CHEP 100 cm x 120 cm
VY	大量,固體,精細顆粒	Bulk, solid, fine particles("powders")	OD	托盤, AS (澳洲標準) 4068-1993	Pallet, AS 4068-1993
VR	大量,固體,粗糙顆粒	Bulk, solid, granular particle("grains")	OE	托盤, ISO (國際標準化組織) T11	Pallet, ISO T11
VO	大量固體顆粒	Bulk, solid, large particles("nodules")	OF	平台, 未說明重量或尺寸	Platform, unspecified weight or dimension
BH	束	Bunch	PC	包裹	Parcel
BE	捆	Bundle	PI	管	Pipe
BU	大酒桶	Butt	PV	管,束	Pipes, in bundle/bunch/truss
CG	籠	Cage	PH	大水罐	Pitcher
CX	圓柱形罐	Can, cylindrical	PN	厚木板	Plank
CA	方罐	Can, rectangular	PG	盤	Plate
CI	小罐	Canister	PY	盤,束	Plates, in bundle/bunch/truss
CZ	帆布	Canvas	PT	罐	Pot
CO	罐,不受保護的	Carboy, non-protected	PO	小袋	Pouch
CP	罐,受保護的	Carboy, protected	RJ	掛衣	Rack, clothing hanger
CT	紙板箱	Carton	RT	網	Rednet
CS	箱	Case	RL	卷軸	Reel
SK	骨骼箱	Case, skeleton	RG	環	Ring
7B	木箱	Case, wooden	RD	桿	Rod
CK	桶	Cask	RZ	桿,束	Rods, in bundle/bunch/truss
CH	大箱	Chest	RO	卷	Roll
CC	大罐	Churn	OT	硬紙板大箱	Octabin
CF	潛水箱	Coffer	SH	香袋	Sachet
CJ	靈柩	Coffin	SA	麻袋	Sack
CL	卷	Coil	MS	多層麻包	Sack, multi-wall
CN	貨櫃箱	Container	SE	航海箱	Sea-chest
GL	容器,一加侖容量	Container, gallon	ST	張	Sheet
ME	金屬容器	Container, metal	SM	金屬片	Sheetmetal
CV	蓋	Cover	SZ	張,束	Sheets, in bundle/bunch/truss
CR	板條箱	Crate	SW	包裹	Shrinkwrapped
CB	啤酒板	Crate, beer	SI	底盤	Skid
FD	加外框的板條箱	Crate, framed	SL	張	Slipsheet
FC	水果板條箱	Crate, fruit	SD	紗錠	Spindle
MC	奶品板條箱	Crate, milk	SU	手提箱	Suitcase
MA	金屬板條箱	Crate, metal	TG	普通罐式集裝箱	Tank container, generic
SC	淺板條箱	Crate, shallow	TY	圓形槽	Tank, cylindrical
8B	木製板條箱	Crate, wooden	TK	方形槽	Tank, rectangular
CE	篾	Creel	TC	茶葉箱	Tea-chest
CU	杯	Cup	TN	罐頭	Tin
CY	圓筒形容器	Cylinder	PU	盤	Tray
DJ	細頸大罐,不受保護的	Demijohn, non-protected	TR	箱	Trunk
DP	細頸大罐,受保護的	Demijohn, protected	TS	捆,束	Truss
DR	圓桶	Drum			
EN	封套	Envelope			

編號 Code	包裝種類*	Type of Package
TB	浴盆	Tub
TU	管	Tube
TD	桶,可折疊的	Tube, collapsible
TZ	管,束	Tubes, in bundle/bunch/truss
TO	大桶	Tun
NE	無包裝	Unpacked or unpackaged
NF	部件	Unpacked or unpackaged, single unit
VP	真空包裝的	Vacuum-packed
VA	大桶	Vat
VI	小瓶	Vial
WB	瓶	Wickerbottle

注意： * 中文譯名只供參考。

Remarks : * Chinese translation is for reference only.

國家／地區分類
CLASSIFICATION OF COUNTRIES/TERRITORIES

編號 Code	國家／地區	Country/Territory	編號 Code	國家／地區	Country/Territory
AF	阿富汗	Afghanistan	CR	哥斯達黎加	Costa Rica
XG*	未列明或未包括在其他編號之非洲國家／地區	African countries/territories, not elsewhere specified or included	CI	科特迪瓦	Côte d'Ivoire
AX	奧蘭群島	Åland Islands	HR	克羅地亞	Croatia
AL	阿爾巴尼亞	Albania	CU	古巴	Cuba
DZ	阿爾及利亞	Algeria	CW	庫拉索島	Curaçao
AS	美屬薩摩亞	American Samoa	CY	塞浦路斯	Cyprus
AD	安道爾	Andorra	CZ	捷克共和國	Czech Republic
AO	安哥拉	Angola	DK	丹麥	Denmark
AI	安圭拉島	Anguilla	DJ	吉布提	Djibouti
AQ	南極洲	Antarctica	DM	多米尼加	Dominica
AG	安提瓜和巴布達	Antigua and Barbuda	DO	多明尼加共和國	Dominican Republic
AR	阿根廷	Argentina	EC	厄瓜多爾	Ecuador
AM	亞美尼亞	Armenia	EG	埃及	Egypt
AW	阿魯巴島	Aruba	SV	薩爾瓦多	El Salvador
XF*	未列明或未包括在其他編號之亞洲國家／地區	Asian countries/territories, not elsewhere specified or included	GQ	赤道幾內亞	Equatorial Guinea
XH*	未列明或未包括在其他編號之澳大利西亞及大洋洲國家／地區	Australasian and Oceanian countries/territories, not elsewhere specified or included	ER	厄立特里亞	Eritrea
AU	澳大利亞	Australia	EE	愛沙尼亞	Estonia
AT	奧地利	Austria	ET	埃塞俄比亞	Ethiopia
AZ	阿塞拜疆	Azerbaijan	FK	福克蘭群島(馬爾維納斯群島)	Falkland Islands (Malvinas)
BS	巴哈馬	Bahamas	FO	法羅群島	Faroe Islands
BH	巴林	Bahrain	FJ	斐濟	Fiji
BD	孟加拉國	Bangladesh	FI	芬蘭	Finland
BB	巴巴多斯	Barbados	FR	法國	France
BY	白俄羅斯	Belarus	GF	法屬圭亞那	French Guiana
BE	比利時	Belgium	PF	法屬波利尼西亞	French Polynesia
BZ	伯利茲	Belize	TF	法國南部地區	French Southern Territories
BJ	貝寧	Benin	GA	加蓬	Gabon
BM	百慕大	Bermuda	GM	岡比亞	Gambia
BT	不丹	Bhutan	GE	格魯吉亞	Georgia
BO	多民族玻利維亞國	Bolivia, Plurinational State of	DE	德國	Germany
BQ	博內爾島，聖尤斯特歇斯島及薩巴島	Bonaire, Sint Eustatius and Saba	GH	加納	Ghana
BA	波斯尼亞和黑塞哥維那	Bosnia and Herzegovina	GI	直布羅陀	Gibraltar
BW	博茨瓦納	Botswana	GR	希臘	Greece
BV	布維島	Bouvet Island	GL	格陵蘭島	Greenland
BR	巴西	Brazil	GD	格林納達	Grenada
IO	英屬印度洋地區	British Indian Ocean Territory	GP	瓜德羅普島	Guadeloupe
BN	文萊達路撒林	Brunei Darussalam	GU	關島	Guam
BG	保加利亞	Bulgaria	GT	危地馬拉	Guatemala
BF	布基納法索	Burkina Faso	GG	格恩西島	Guernsey
BI	布隆迪	Burundi	GN	幾內亞	Guinea
KH	柬埔寨	Cambodia	GW	幾內亞比紹	Guinea-Bissau
CM	喀麥隆	Cameroon	GY	圭亞那	Guyana
CA	加拿大	Canada	HT	海地	Haiti
CV	佛得角	Cape Verde	HM	赫德島及麥克唐納島	Heard Island and McDonald Islands
KY	開曼群島	Cayman Islands	VA	羅馬教區(梵蒂岡)	Holy See (Vatican City State)
CF	中非共和國	Central African Republic	HN	洪都拉斯	Honduras
XD*	未列明或未包括在其他編號之中美洲及南美洲國家／地區	Central and South American countries/territories, not elsewhere specified or included	HK	香港	Hong Kong
TD	乍得	Chad	HU	匈牙利	Hungary
CL	智利	Chile	IS	冰島	Iceland
CN	中國內地	The mainland of China	IN	印度	India
CX	聖誕島	Christmas Island	ID	印度尼西亞	Indonesia
CC	科科斯(基靈)群島	Cocos (Keeling) Islands	IR	伊朗伊斯蘭共和國	Iran, Islamic Republic of
CO	哥倫比亞	Colombia	IQ	伊拉克	Iraq
XC*	未列明或未包括在其他編號之獨立國家聯合體及東歐國家／地區	Commonwealth of Independent States and Eastern European countries/territories, not elsewhere specified or included	IE	愛爾蘭	Ireland
KM	科摩羅	Comoros	IM	人島	Isle of Man
CG	剛果	Congo	IL	以色列	Israel
CD	剛果民主共和國	Congo, The Democratic Republic of the	IT	意大利	Italy
CK	庫克群島	Cook Islands	JM	牙買加	Jamaica
			JP	日本	Japan
			JE	澤西島	Jersey
			JO	約旦	Jordan
			KZ	哈薩克斯坦	Kazakhstan
			KE	肯尼亞	Kenya
			KI	基里巴斯	Kiribati
			KP	朝鮮	Korea, Democratic People's Republic of
			KR	韓國	Korea, Republic of

編號	國家／地區	Country/Territory	編號	國家／地區	Country/Territory
KW	科威特	Kuwait	RW	盧旺達	Rwanda
KG	吉爾吉斯斯坦	Kyrgyzstan	BL	聖巴泰勒米	Saint Barthelemy
LA	老撾民主主義人民共和國	Lao People's Democratic Republic	SH	聖赫勒拿島、阿森松島及特里 斯坦達庫尼亞群島	Saint Helena, Ascension and Tristan da Cunha
LV	拉脫維亞	Latvia	KN	聖基茨及尼維斯	Saint Kitts and Nevis
LB	黎巴嫩	Lebanon	LC	聖盧西亞	Saint Lucia
LS	萊索托	Lesotho	MF	聖馬丁(法屬)	Saint Martin (French part)
LR	利比里亞	Liberia	PM	聖皮埃爾和密克隆群島	Saint Pierre and Miquelon
LY	利比亞	Libya	VC	聖文森特和格林內丁斯	Saint Vincent and the Grenadines
LI	列支敦士登	Liechtenstein	WS	薩摩亞	Samoa
LT	立陶宛	Lithuania	SM	聖馬力諾	San Marino
LU	盧森堡	Luxembourg	ST	聖多美和普林西比	Sao Tome and Principe
MO	澳門	Macao	SA	沙特阿拉伯	Saudi Arabia
MK	馬其頓,前南斯拉夫共和國	Macedonia, The Former Yugoslav Republic of	SN	塞內加爾	Senegal
MG	馬達加斯加	Madagascar	RS	塞爾維亞	Serbia
MW	馬拉維	Malawi	SC	塞舌爾	Seychelles
MY	馬來西亞	Malaysia	SL	塞拉利昂	Sierra Leone
MV	馬爾代夫	Maldives	SG	新加坡	Singapore
ML	馬里	Mali	SX	聖馬丁(荷屬)	Sint Maarten (Dutch part)
MT	馬耳他	Malta	SK	斯洛伐克	Slovakia
MH	馬紹爾群島	Marshall Islands	SI	斯洛文尼亞	Slovenia
MQ	馬提尼克島	Martinique	SB	所羅門群島	Solomon Islands
MR	毛里塔尼亞	Mauritania	SO	索馬里	Somalia
MU	毛里求斯	Mauritius	ZA	南非	South Africa
YT	馬約特島	Mayotte	GS	南喬治亞島及南桑威奇群島	South Georgia and the South Sandwich Islands
MX	墨西哥	Mexico	SS	南蘇丹	South Sudan
FM	密克羅尼西亞聯邦	Micronesia, Federated States of	ES	西班牙	Spain
XE*	未列明或未包括在其他編號之 中東國家／地區	Middle East countries/ territories, not elsewhere specified or included	LK	斯里蘭卡	Sri Lanka
MD	摩爾多瓦共和國	Moldova, Republic of	SD	蘇丹	Sudan
MC	摩納哥	Monaco	SR	蘇里南	Suriname
MN	蒙古	Mongolia	SJ	斯瓦爾巴特群島及揚馬延島	Svalbard and Jan Mayen
ME	黑山	Montenegro	SZ	斯威士蘭	Swaziland
MS	蒙特塞拉特島	Montserrat	SE	瑞典	Sweden
MA	摩洛哥	Morocco	CH	瑞士	Switzerland
MZ	莫桑比克	Mozambique	SY	敘利亞	Syrian Arab Republic
MM	緬甸	Myanmar	TW	臺灣省	Taiwan, Province of China
NA	納米比亞	Namibia	TJ	塔吉克斯坦	Tajikistan
NR	瑙魯	Nauru	TZ	坦桑尼亞聯合共和國	Tanzania, United Republic of
NP	尼泊爾	Nepal	TH	泰國	Thailand
NL	荷蘭	Netherlands	TL	東帝汶	Timor-Leste
NC	新喀里多尼亞	New Caledonia	TG	多哥	Togo
NZ	新西蘭	New Zealand	TK	托克勞群島	Tokelau
NI	尼加拉瓜	Nicaragua	TO	湯加	Tonga
NE	尼日爾	Niger	TT	特立尼達和多巴哥	Trinidad and Tobago
NG	尼日利亞	Nigeria	TN	突尼斯	Tunisia
NU	紐埃島	Niue	TR	土耳其	Turkey
NF	諾福克島	Norfolk Island	TM	土庫曼斯坦	Turkmenistan
XA*	未列明或未包括在其他編號之 北美洲國家／地區	North American countries/ territories, not elsewhere specified or included	TC	特克斯和凱科斯群島	Turks and Caicos Islands
MP	北馬里亞納群島	Northern Mariana Islands	TV	圖瓦盧	Tuvalu
NO	挪威	Norway	UG	烏干達	Uganda
OM	阿曼	Oman	UA	烏克蘭	Ukraine
PK	巴基斯坦	Pakistan	AE	阿拉伯聯合酋長國	United Arab Emirates
PW	帕勞	Palau	GB	英國	United Kingdom
PS	被佔領的巴勒斯坦地區	Palestinian Territory, Occupied	US	美國	United States
PA	巴拿馬	Panama	UM	美國邊遠島嶼	United States Minor Outlying Islands
PG	巴布亞新幾內亞	Papua New Guinea	UY	烏拉圭	Uruguay
PY	巴拉圭	Paraguay	UZ	烏茲別克斯坦	Uzbekistan
PE	秘魯	Peru	VU	瓦努阿圖	Vanuatu
PH	菲律賓	Philippines	VE	委內瑞拉玻利瓦爾共和國	Venezuela, Bolivarian Republic of
PN	皮特凱恩	Pitcairn	VN	越南	Viet Nam
PL	波蘭	Poland	VG	英屬維爾京斯島	Virgin Islands, British
PT	葡萄牙	Portugal	VI	美屬維爾京斯島	Virgin Islands, U.S.
PR	波多黎各	Puerto Rico	WF	瓦利斯群島和富圖納群島	Wallis and Futuna
QA	卡塔爾	Qatar	XB*	未列明或未包括在其他編號之 西歐國家／地區	Western European countries/ territories, not elsewhere specified or included
RE	留尼汪島	Réunion	EH	西撒哈拉	Western Sahara
RO	羅馬尼亞	Romania	YE	也門	Yemen
RU	俄羅斯聯邦	Russian Federation	ZM	贊比亞	Zambia
			ZW	津巴布韋	Zimbabwe

注意:

- 中文譯名只供參考。
- * 這些編號並未列於標準編號內，屬臨時編配的編號。
- 主要資料來源: ISO Central Secretariat

Remarks:

- Chinese translation is for reference only.
- * Codes are not yet defined in the code standard and are temporarily allocated.
- Main source: ISO Central Secretariat

紙張轉電子報關服務網絡
PAPER-TO-ELECTRONIC DECLARATION CONVERSION SERVICE NETWORK

名稱 Name	地址 Address	服務 Service	電話 Telephone	註釋 Note
香港各區 All Areas in Hong Kong				
貿易通電子服務有限公司 Tradelink Electronic Commerce Limited	九龍中央郵箱 70023 號 Box No. 70023, Kowloon Central Post Office	郵寄服務 Postal service	N/A	3
香港島 Hong Kong Island				
標奧電子商務有限公司 Brio Electronic Commerce Limited	太古坊華蘭路 20 號華蘭中心 17 樓 1705 室 Unit 1705, 17/F, Westlands Centre, 20 Westlands Road, TAIKOO PLACE	櫃台服務 Counter service	2581 1111	1
香港中華總商會 Chinese General Chamber of Commerce	中環干諾道中 24 至 25 號 4 樓 4/F, 24-25 Connaught Road Central, CENTRAL	櫃台服務 Counter service	2525 6385	2
香港中華廠商聯合會 Chinese Manufacturers' Association	中環干諾道中 64 至 66 號廠商會大廈 1 樓 1/F, CMA Building, 64-66 Connaught Road Central, CENTRAL	櫃台服務 Counter service	2542 8613	2
大新銀行 Dah Sing Bank Limited	石塘咀皇后大道西 443 至 453 號地下 15-16 號舖 Shop 15-16, G/F, 443-453 Queen's Road West, SHEK TONG TSUI	櫃台服務 Counter service	2857 7473	3
	上環德輔道中 288 號易通商業大廈地下 B2 號舖連 1 樓 B 室 Shop B2, G/F & Room B, 1/F, Eton Building, 288 Des Voeux Road Central, SHEUNG WAN	櫃台服務 Counter service	2851 6281	3
	灣仔告士打道 108 號大新金融中心地下 G/F, Dah Sing Financial Centre, 108 Gloucester Road, WAN CHAI	櫃台服務 Counter service	2586 1938	3
大元顧問有限公司 Element Consulting Company Limited	柴灣祥利街 7 號萬峰工業大廈 5 樓 C-5 室 C-5, 5/F, Man Foong Industrial Building, 7 Cheung Lee Street, CHAI WAN	櫃台服務 Counter service	2889 1293	2
香港工業總會 Federation of Hong Kong Industries	中環昭隆街 9 號歐銀中心 20 樓 2001 室 Unit 2001, 20/F, Eubank Plaza, 9 Chiu Lung Street, CENTRAL	櫃台服務 Counter service	2845 4966	2
快圖美 FOTOMAX	鯉魚涌海光街 13 至 15 號海光苑地下 23B 店 Shop 23B, G/F, 13-15 Hoi Kwong Street, QUARRY BAY	櫃台服務 Counter service	2590 9296	3
	小西灣小西灣道 28 號藍灣半島廣場高層地下 2 號舖 Shop 2, Upper G/F, Island Resort Mall, 28 Siu Sai Wan Road, SIU SAI WAN	櫃台服務 Counter service	2248 5172	3
商貿易服務有限公司 Global e-Trading Services Limited	北角英皇道 663 號泓富產業千禧廣場 30 樓 30/F, Prosperity Millennia Plaza, 663 King's Road, NORTH POINT	櫃台服務 Counter service	2187 3751 2217 1616	2
香港總商會 Hong Kong General Chamber of Commerce	中環德輔道中 48-52 號裕昌大廈 2 樓 202 室 Room 202, 2/F, Prosperous Building, 48-52 Des Voeux Road, CENTRAL	櫃台服務 Counter service	2525 2131	2
香港中華出入口商會 Hong Kong Chinese Importers' & Exporters' Association	中環德輔道中 287-291 號長達大廈 7-8 樓 7-8 Floor, Champion Building, 287-291 Des Voeux Road, CENTRAL	櫃台服務 Counter service	2544 8474	2
香港郵政 Hongkong Post	郵政總局：中環康樂廣場 2 號 General Post Office: 2 Connaught Place, CENTRAL	櫃台服務/收集箱 Counter service/ Drop-in-Box	2921 2222	3
	上環郵政局：上環德輔道中 322 至 324 號香港電訊 CSL 中心 1 樓 Sheung Wan Post Office: 1/F, Hong Kong Telecom CSL Tower, 322-324 Des Voeux Road Central, SHEUNG WAN	櫃台服務 Counter service	2921 2222	3
	告士打道郵政局：灣仔告士打道 5 號稅務大樓 1 樓 Gloucester Road Post Office: 1/F, Revenue Tower, 5 Gloucester Road, WAN CHAI	櫃台服務 Counter service	2921 2222	3
	灣仔郵政局：灣仔皇后大道東 197 至 213 號胡忠大廈 2 樓 Wan Chai Post Office: 2/F, Wu Chung House, 197-213 Queen's Road East, WAN CHAI	櫃台服務 Counter service	2921 2222	3
	皇后大道郵政局：中環皇后大道中 99 號中環中心 1 樓 2A 及 2B 號舖位 Queen's Road Post Office: Shop Nos. 2A and 2B, Entrance Hall Floor, The Center, 99 Queen's Road Central, CENTRAL	櫃台服務 Counter service	2921 2222	3
	銅鑼灣郵政局：銅鑼灣告士打道 311 號皇室堡 10 樓 1015 至 1018 號舖位 Causeway Bay Post Office: Shops 1015-1018, 10/F, Windsor House, 311 Gloucester Road, CAUSEWAY BAY	櫃台服務 Counter service	2921 2222	3
香港印度商會 Indian Chamber of Commerce Hong Kong	中環雲咸街 69 號賀善尼大廈 2 樓 2/F, Hoseinee House, 69 Wyndham Street, CENTRAL	櫃台服務 Counter service	2523 3877	2
國際商會 International Chamber of Commerce	上環永樂街 93 至 103 號樹福商業大廈 2 樓 201 室 Room 201, 2/F, New Victory House, 93-103 Wing Lok Street, SHEUNG WAN	櫃台服務 Counter service	2543 2668	3
南洋商業銀行 Nanyang Commercial Bank	中環德輔道中 151 號 151 Des Voeux Road Central, CENTRAL	櫃台服務 Counter service	2622 2633	2
	中環德己立街 1-13 號世紀廣場 2 樓 2/F, Century Square, 1-13 D'Aguiar Street, CENTRAL	櫃台服務 Counter service	2522 5011	2
	上環文咸東街 128 號 128 Bonham Strand East, SHEUNG WAN	櫃台服務 Counter service	2851 1118	2
	灣仔莊士敦道 123 號 123 Johnston Road, WAN CHAI	櫃台服務 Counter service	2574 8118	2
	銅鑼灣軒尼詩道 472 號 472 Hennessy Road, CAUSEWAY BAY	櫃台服務 Counter service	2832 9888	2
	鯉魚涌英皇道 1014 號 1014 King's Road, QUARRY BAY	櫃台服務 Counter service	2563 2286	2

名稱 Name	地址 Address	服務 Service	電話 Telephone	註釋 Note
三聯書店(香港)有限公司 Joint Publishing (Hong Kong) Company Limited	中環域多利皇后街9號中商大廈1樓 1/F Chung Sheung Building, 9 Queen Victoria Street, CENTRAL	櫃台服務 Counter service	2868 6844	2
	灣仔莊士敦道141號 141 Johnston Road, WAN CHAI	櫃台服務 Counter service	2838 2081	2
	西環卑路乍街8號西寶城111號 Shop 111, Level 1, The Westwood, 8 Belcher's Street, SAI WAN	櫃台服務 Counter service	2258 9320	2
The Interact Group Limited	灣仔軒尼詩道145號安康商業大廈23樓 23/F, On Hong Commercial Building, 145 Hennessy Road, WAN CHAI	櫃台服務 Counter service	3582 3300	1
九龍 Kowloon				
香港中華廠商聯合會 Chinese Manufacturers' Association	觀塘巧明街111至113號富利廣場23樓2306室 Room 2306, 23/F, Futura Plaza, 111-113 How Ming Street, KWUN TONG	櫃台服務 Counter service	2344 3380	2
	旺角彌敦道655號19樓1911室 Room 1911, 19/F, 655 Nathan Road, MONG KOK	櫃台服務 Counter service	2393 2189	2
大新銀行 Dah Sing Bank Limited	佐敦彌敦道335號 335 Nathan Road, JORDAN	櫃台服務 Counter service	2385 0161	3
	九龍灣德福廣場一期二樓F5A至F6A號 Units F5A-F6A, Level 2, Telford Plaza I, KOWLOON BAY	櫃台服務 Counter service	2758 2706	3
	觀塘開源道62號駱駝漆大廈第1座地下A2舖 Portion 2 of Factory A, G/F, Block I, Camelpaint Buildings, 62 Hoi Yuen Road, KWUN TONG	櫃台服務 Counter service	2191 8103	3
	新蒲崗彩虹道10號 10 Choi Hung Road, SAN PO KONG	櫃台服務 Counter service	2326 5165	3
	深水埗福榮街124號地下 G/F, 124 Fuk Wing Street, SHAM SHUI PO	櫃台服務 Counter service	2361 0951	3
	土瓜灣土瓜灣道237A號 237A To Kwa Wan Road, TO KWA WAN	櫃台服務 Counter service	2364 4146	3
香港工業總會 Federation of Hong Kong Industries	旺角彌敦道664號惠豐中心1701室 Room 1701, Wai Fung Plaza, 664 Nathan Road, MONG KOK	櫃台服務 Counter service	2396 3318	2
	尖沙咀漢口道5至15號漢口中心415室 Unit 415, Hankow Centre, 5-15 Hankow Road, TSIM SHA TSUI	櫃台服務 Counter service	2732 3188	2
	長沙灣長裕街8號億京廣場31樓 31/F, Billion Plaza, 8 Cheung Yue Street, CHEUNG SHA WAN	櫃台服務 Counter service	2421 0951	2
快圖美 FOTOMAX	荔枝角長沙灣道833號長沙灣廣場116A號舖 Unit 116A, Cheung Sha Wan Plaza, 833 Cheung Sha Wan Road, LAI CHI KOK	櫃台服務 Counter service	2310 8642	3
香港電子業商會 Hong Kong Electronic Industries Association	尖沙咀加連威老道100號港晶中心12樓1201室 Unit 1201, 12/F, Harbour Crystal Centre, 100 Granville Road, TSIM SHA TSUI	櫃台服務 Counter service	2778 8328	2
香港總商會 Hong Kong General Chamber of Commerce	荔枝角長順街7號西頓中心9樓904室 Room 904, 9/F, Saxon Tower, 7 Cheung Shun Street, LAI CHI KOK	櫃台服務 Counter service	2310 1378	2
	旺角彌敦道707至713號銀高國際大廈3樓 3/F, Silvercorp International Tower, 707-713 Nathan Road, MONG KOK	櫃台服務 Counter service	2398 6033	2
	觀塘巧明街111至113號富利廣場15樓1508室 Room 1508, 15/F, Futura Plaza, 111-113 How Ming Street, KWUN TONG	櫃台服務 Counter service	2344 8713	2
	尖沙咀河內道5號普基商業中心1301室 Room 1301, Podium Plaza, 5 Hanoi Road, TSIM SHA TSUI	櫃台服務 Counter service	2730 8121	2
香港郵政 Hongkong Post	長沙灣郵政局：長沙灣道650號地下 Cheung Sha Wan Post Office: G/F, 650 Cheung Sha Wan Road, CHEUNG SHA WAN	櫃台服務 Counter service	2921 2222	3
	九龍灣郵政局：九龍灣常悅道9號企業廣場1樓1號及3號舖 Kowloon Bay Post Office: Shop 1 & 3, 1/F, Enterprise Square, 9 Sheung Yuet Road, KOWLOON BAY	櫃台服務 Counter service	2921 2222	3
	觀塘郵政局：觀塘鴻圖道52號百本中心地下A及B室 Kwun Tong Post Office: G/F, Unit A & B, Bamboos Centre, 52 Hung To Road, KWUN TONG	櫃台服務 Counter service	2921 2222	3
	旺角郵政局：旺角弼街37號旺角機樓1樓 Mong Kok Post Office: 1/F, Mongkok Exchange, 37 Bute Street, MONG KOK	櫃台服務 Counter service	2921 2222	3
	新蒲崗郵政局：新蒲崗寧遠街9號越秀廣場一樓111至114號舖 San Po Kong Post Office: Shop No. 111-114, 1/F, Yue Xiu Plaza, 9 Ning Yuen Street, SAN PO KONG	櫃台服務 Counter service	2921 2222	3
	加連威老道郵政局：尖沙咀加連威老道2至6號愛賓商業大廈地下G3號舖 Granville Road Post Office: Shop G3, G/F, Albion Plaza, 2-6 Granville Road, TSIM SHA TSUI	櫃台服務 Counter service	2921 2222	3
	尖沙咀郵政局：尖沙咀中間道10號國際電信大廈地下及1樓 Tsim Sha Tsui Post Office: G/F & 1/F, Hermes House, 10 Middle Road, TSIM SHA TSUI	櫃台服務 Counter service	2921 2222	3
	九龍中央郵政局：油麻地彌敦道405號九龍政府合署地下 Kowloon Central Post Office: G/F, Kowloon Government Offices, 405 Nathan Road, YAU MA TEI	櫃台服務/收集箱 Counter service/ Drop-in-Box	2921 2222	3
香港印度商會 Indian Chamber of Commerce Hong Kong	尖沙咀加連威老道2至6號愛賓商業大廈1006室 Room 1006, Albion Plaza, 2-6 Granville Road, TSIM SHA TSUI	櫃台服務 Counter service	2301 3681	2
	紅磡馬頭圍道37至39號紅磡商業中心A座9樓913A室 Room 913A, 9/F, Tower A, Hunghom Commercial Centre, 37-39 Ma Tau Wai Road, HUNG HOM	櫃台服務 Counter service	2356 0122	2
南洋商業銀行 Nanyang Commercial Bank	旺角彌敦道727號 727 Nathan Road, MONG KOK	櫃台服務 Counter service	2394 8206	2
	旺角彌敦道570號 570 Nathan Road, MONG KOK	櫃台服務 Counter service	2780 0166	2
	油麻地彌敦道309號 309 Nathan Road, YAU MA TEI	櫃台服務 Counter service	2782 9888	2
	土瓜灣土瓜灣道62號 62 Tokwawan Road, TO KWA WAN	櫃台服務 Counter service	2764 6666	2

名稱 Name	地址 Address	服務 Service	電話 Telephone	註釋 Note
南洋商業銀行 Nanyang Commercial Bank	紅磡蕪湖街 69 A 號 69A Wuhu Street, HUNG HOM	櫃台服務 Counter service	2362 2301	2
	觀塘觀塘道 410 號 410 Kwun Tong Road, KWUN TONG	櫃台服務 Counter service	2389 6266	2
	新蒲崗衍慶街 41-45 號地下 G/F, 41-45, Yin Hing Street, SAN PO KONG	櫃台服務 Counter service	2328 5555	2
	尖沙咀漢口道 28 號亞太中心 1 樓 A 舖 Shop A, 1/F, HK Pacific Centre, 28 Hankow Road, TSIM SHA TSUI	櫃台服務 Counter service	2376 3988	2
	尖沙咀麼地道 67 號半島中心商場 G48 號舖 Shop G48, Peninsula Centre, 67 Mody Road, TSIM SHA TSUI	櫃台服務 Counter service	2722 0823	2
貿易通服務站 Tradelink Service Centre	旺角彌敦道 677 號恒生旺角大廈 17 樓 1705 室 Room 1705, 17/F, Hang Seng Mongkok Building, 677 Nathan Road, MONG KOK	櫃台服務 Counter service	2787 0082	3
	旺角彌敦道 673 號旺角滙豐大廈 2 樓 2/F, HSBC Building Mong Kok, 673 Nathan Road, MONG KOK	櫃台服務 Counter service	2399 0430	3
	旺角西洋菜街 168 號 18 樓 1802 室 Room 1802, 18/F, 168 Sai Yeung Choi Street, MONG KOK	櫃台服務 Counter service	2399 0430	3
	尖沙咀加拿芬道 2 號 11 樓 A 室 Unit A, 11/F, 2 Carnarvon Road, TSIM SHA TSUI	櫃台服務 Counter service	2722 0203	3
三聯書店(香港)有限公司 Joint Publishing (Hong Kong) Company Limited	九龍灣淘大商場第一期 2 樓 S54-58 號 Shop S54-58, 2/F, Amoy Plaza 1, KOWLOON BAY	櫃台服務 Counter service	2243 3123	2
	荔枝角荔枝角道 833 號昇悅商場 107 號舖 Shop No. 107, 1/F, Liberte, 833 Lai Chi Kok Road, LAI CHI KOK	櫃台服務 Counter service	2310 8048	2
	觀塘觀塘道 418 號創紀之城 5 期 apm 6 樓 L6-5 號 Shop L6-5, Level 6, apm, Millennium City 5, 418 Kwun Tong Road, KWUN TONG	櫃台服務 Counter service	3148 1089	2
	旺角新世紀廣場 2 樓 288 號 Shop 288, L2, Grand Century Place, MONG KOK	櫃台服務 Counter service	2264 3108	2
中華書局(香港)有限公司 Chung Hwa Book (HK) Company Limited	油麻地彌敦道 450 號 450 Nathan Road, YAU MA TEI	櫃台服務 Counter service	2385 6588	2
新界 New Territories				
大新銀行 Dah Sing Bank Limited	沙田好運中心地下 9 號舖 Shop 9, G/F, Lucky Plaza, SHA TIN	櫃台服務 Counter service	2606 3533	3
	上水新豐路 55 至 59 號兆啓樓地下 B 號舖 Shop B, G/F, Siu Kai House, 55-59 San Fung Avenue, SHEUNG SHUI	櫃台服務 Counter service	2671 5030	3
	天水圍頌富商場 2 期 132 號舖 Shop No. 132, Chung Fu Shopping Centre Stage 2, TIN SHUI WAI	櫃台服務 Counter service	2448 8962	3
	荃灣大河道 14 至 16 號 14-16 Tai Ho Road, TSUEN WAN	櫃台服務 Counter service	2490 2464	3
	元朗安寧路 59B 號同昌樓 Tung Cheong Mansion, 59B On Ning Road, YUEN LONG	櫃台服務 Counter service	2479 0167	3
快圖美 FOTOMAX	荃灣楊屋道 1 號荃新天地地下 G55 號舖 Shop G55, G/F, Commercial Unit 1, Citywalk, No. 1 Yeung Uk Road, TSUEN WAN	櫃台服務 Counter service	2941 0598	3
	香港總商會 Hong Kong General Chamber of Commerce	沙田火炭山尾街 18 至 24 號沙田商業中心 14 樓 1406 室 Room 1406, 14/F, Shatin Galleria, 18-24 Shan Mei Street, Fo Tan, SHA TIN	櫃台服務 Counter service	3586 8180
香港郵政 Hongkong Post	荃灣青山道 264 至 298 號南豐中心 1047 室 Room 1047, Nan Fung Centre, 264-298 Castle Peak Road, TSUEN WAN	櫃台服務 Counter service	2416 0844	2
	沙田中央郵政局：沙田上禾輦路 1 號沙田政府合署 1 樓 Sha Tin Post Office: 1/F, Shatin Government Offices, 1 Sheung Wo Che Road, SHATIN	櫃台服務 Counter service	2921 2222	3
	火炭郵政局：沙田火炭山尾街 18 至 24 號沙田商業中心地下 Fo Tan Post Office: G/F, Shatin Galleria, 18-24 Shan Mei Street, Fo Tan, SHATIN	櫃台服務/收集箱 Counter service/ Drop-in-Box	2921 2222	3
	粉嶺郵政局：粉嶺璧峰路 3 號北區政府合署地下 Fan Ling Post Office: G/F, North District Government Offices Building, 3 Pik Fung Road, FANLING	櫃台服務 Counter service	2921 2222	3
	荃灣郵政局：荃灣西樓角道 38 號荃灣政府合署 1 樓 Tsuen Wan Post Office: 1/F, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, TSUEN WAN	櫃台服務 Counter service	2921 2222	3
	元朗郵政局：元朗炮仗坊 8 號地下 B 舖 Yuen Long Post Office: Shop B, G/F, 8 Pau Cheung Square, YUEN LONG	櫃台服務 Counter service	2921 2222	3
國際商會 International Chamber of Commerce	屯門中央郵政局：屯門屯喜路 1 號圖書館及郵政局大樓平台 Building, 1 Tuen Hi Road, TUEN MUN	櫃台服務 Counter service	2921 2222	3
	國際商會 International Chamber of Commerce	沙田鄉事會路 138 號新城市中央廣場一座 11 樓 1109 室 Unit 1109, 11/F, Tower I, Grand Central Plaza, 138 Shatin Rural Committee Road, SHATIN	櫃台服務 Counter service	2634 1221
南洋商業銀行 Nanyang Commercial Bank	葵涌梨木道 100 號 100 Lei Muk Road, KWAI CHUNG	櫃台服務 Counter service	2480 1118	2
	葵涌興芳道 180 號 180 Hing Fong Road, KWAI CHUNG	櫃台服務 Counter service	2429 4242	2
	荃灣眾安街 78 號 78 Chung On Street, TSUEN WAN	櫃台服務 Counter service	2492 0243	2
	沙田好運中心 7 至 8 號 Shop 7-8, Lucky Plaza, SHATIN	櫃台服務 Counter service	2605 9188	2
	元朗大棠道同益大廈地下 G/F, Tung Yik Building, Tai Tong Road, YUEN LONG	櫃台服務 Counter service	2479 0231	2

名稱 Name	地址 Address	服務 Service	電話 Telephone	註釋 Note
大通汽車有限公司 Tai Tung Motors Co Ltd	上水新運路 188 號劍橋廣場 B 座地下 11 號 B11, G/F, Block B, Cambridge Plaza, 188 San Wan Road, SHEUNG SHUI	櫃台服務 Counter service	2673 1882	2
貿易通電子貿易有限公司 Tradelink Electronic Commerce Limited	葵涌和宜合道 63 號麗晶中心 B 座 11 樓及 12 樓 11/F & 12/F, Tower B, Regent Centre, 63 Wo Yi Hop Road, KWAI CHUNG	櫃台服務 Counter service	2161 4338	3
粵豐報關公司 Yuet Fung Declare Service Co.	上水馬會道 184 號 1 樓後座 Block Rear, 1/F, 184 Jockey Club Road, SHEUNG SHUI	櫃台服務 Counter service	2679 5099	3
三聯書店(香港)有限公司 Joint Publishing (Hong Kong) Company Limited	荃灣富華中心 3 樓 A 舖 Shop A, 3/F, Fou Wah Centre, TSUEN WAN	櫃台服務 Counter service	2412 3696	2
	葵涌葵富路 7-11 號葵涌廣場 3 樓 89 號 Shop 89, L3, Kwai Chung Plaza, 7-11 Kwai Foo Road, KWAI CHUNG	櫃台服務 Counter service	2420 3103	2
	元朗教育路 1 號千色廣場 2 樓 201-203 號 Shop 201-203, 2/F, Citimall, 1 Kau Yuk Road, YUEN LONG	櫃台服務 Counter service	2470 5228	2
	元朗青山公路元朗廣場 3 樓 328-332 號 Shop 328-332, 3/F, Yuen Long Plaza, Castle Peak Road, YUEN LONG	櫃台服務 Counter service	2475 6587	2
中華書局(香港)有限公司 Chung Hwa Book (HK) Company Limited	荃灣大壩街荃灣廣場 435-438 435-438, Tsuen Wan Plaza, Tai Pa Streert, TSUEN WAN	櫃台服務 Counter service	2492 2224	2

註釋

Notes

- 有關資料詳情，請致電標奧 (2111 1611) 或參閱其網址 www.brio.com.hk。
Please call Brio (2111 1611) or visit its website at www.brio.com.hk for more information.
- 有關資料詳情，請致電商貿易 (8201 0082) 或參閱其網址 vip.ge-ts.com.hk。
Please call Ge-TS (8201 0082) or visit its website at vip.ge-ts.com.hk for more information.
- 有關資料詳情，請致電貿易通 (2917 8888) 或參閱其網址 www.tradelink.com.hk。
Please call Tradelink (2917 8888) or visit its website at www.tradelink.com.hk for more information.

政府統計處進／出口報關單及貨物艙單查詢熱線#

Import / Export Declaration and Cargo Manifest Enquiry Hotline of the Census and Statistics Department#

步驟一：致電 2877 1818

步驟二：選擇語言，按

1
2
3

廣東話
普通話
英語

步驟三：查詢所需項目，請按有關按鈕（請看下表）

Step 1 : Dial 2877 1818

Step 2 : Choose language, press

1
2
3

Cantonese
Putonghua
English

Step 3 : Press appropriate buttons for the enquiry services you require (see the table below)

查詢服務提要	Summary of Enquiry Services	選擇語言後按鈕				Press Buttons after Language Selection
一．貨物、國家及運輸方式編號	1. Codes of Commodities, Countries and Transport Modes					
* 玩具；鐘錶；塑膠	* Toys; Watches and Clocks; Plastics	1	1	1	1	
* 化工；藥物；運輸工具；皮革	* Chemicals; Medicine; Transport Equipment; Leather	1	1	1	2	
* 食品；飲料；煙酒；紙品	* Food; Beverages; Tobacco; Spirits; Paper	1	1	1	3	
* 紡織原料及製品	* Textiles and Articles Thereof	1	1	2	1	
* 成衣；鞋履；帽子	* Clothing; Footwear; Headgear	1	1	2	2	
* 電子產品；機器；電器	* Electronics; Machinery; Electrical Equipment	1	1	2	3	
* 礦產；木材；玻璃；金屬	* Mineral; Wood; Glass; Metals	1	1	3	1	
* 首飾；傢俬；照明設備	* Jewellery; Furniture; Lighting Equipment	1	1	3	2	
* 光學、醫療、測量器具	* Optical, Medical, Surveying Apparatus	1	1	3	3	
* 其他未能分類的貨物	* Other Unclassified Products	1	1	3	4	
貨物編號查詢表格	Commodity Code Enquiry Form	1	1	4		
貨物編號查詢熱線使用指引	User Guide for Commodity Code Enquiry Hotline	1	1	5		
國家或地區（傳真資料）	Countries or Territories (fax copy)	1	2	1		
* 國家或地區（查詢）	* Countries or Territories (enquiry)	1	2	2		
運輸方式	Transport Modes	1	3	1		
河運範圍	Coverage of "River" Transport	1	3	2		
二．報關通知書	2. Declaration Notices					
進／出口報關通知書	Notice on Lodgement of Import / Export Declarations	2	1	1		
報關通知書基本內容	Basic Contents of Declaration Notice	2	1	2		
利用通知書回覆系統回覆報關通知書	Making Notice Reply through Declaration Notice Reply System	2	1	3		
豁免報關物品的類別	Categories of Exempted Articles	2	2	1		
轉運／過境貨物的定義	Definition of Transhipment / Transit Cargo	2	2	2		
三．其他報關查詢	3. Other Trade Declaration Enquiries					
填寫進／出口報關單	Completion of Import / Export Declarations	3	1	1		
遞交進／出口報關單	Lodgement of Import / Export Declarations	3	1	2		
更正已遞交的進／出口報關單	Amendment to Lodged Import / Export Declarations	3	1	3		
提供文件以供審查進出口報關單	Production of Documents for Verification of Import / Export Declarations	3	2	1		
離岸／到岸價值的定義	Definition of FOB / CIF Value	3	2	2		
如何計算報關費	Calculation of Declaration Charges	3	3	1		
退還及補收報關費	Refund & Recovery of Declaration Charges	3	3	2		
* 其他查詢	* Other Enquiries	3	4			

* 如有查詢，請於辦公時間內聯絡本處職員。

辦公時間：星期一至星期五（公眾假期除外）上午八時四十五分至下午十二時三十分，下午一時三十分至六時。

* For enquiries, please contact our officers during office hours.

Office hours: Monday – Friday (except public holidays) 8:45 a.m. to 12:30 p.m., 1:30 p.m. to 6:00 p.m.

此項服務只適用於音頻電話。

This service is applicable to tone dial telephones only.

查詢服務提要	Summary of Enquiry Services	選擇語言後按鈕	Press Buttons after Language Selection	
四· 申請貿易相關的證書或牌照	4. Application of Certification or Licence Relating to Trade Matters			
卸貨證書	Landing Certificate	4	1	1
經核證的報關單副本	Certified Copy of Declaration	4	1	2
產地來源證及免稅貨品的進／出口證	Certificate of Origin & Import / Export Licence for Non-Dutiable Commodities	4	2	1
應課稅品的進／出口許可證及牌照	Import / Export Permit & Licence for Dutiable Commodities	4	2	2
五· 遞交貨物艙單的簡介	5. Brief Introduction of Submission of Cargo Manifest	5		
六· 香港進出口貨物分類表（協調制度）二零一二年版	6. Hong Kong Imports and Exports Classification List (Harmonized System) 2012 Edition	6		
一般資料（傳真資料共 2 頁）	General information on amendments (fax copy of 2 pages)	6	1	
七· * 商品貿易統計數字	7. * Merchandise Trade Statistics	7		
八· 有關報關的其他資訊	8. Other Information Relating to Trade Declaration			
「如何辦理進／出口報關手續」小冊子（傳真資料共 39 頁）	Pamphlet 'How to Complete and Lodge Import/Export Declarations' (fax copy of 39 pages)	8	1	
與報關事宜相關的機構	Organisations with Services Relevant to Lodgement of Import /Export Declarations	8	2	
貿易事宜客戶聯絡小組通訊	Newsletter of Customer Liaison Group (CLG) on Trade Matters	8	3	

*如有查詢，請於辦公時間內聯絡本處職員。

辦公時間： 星期一至星期五（公眾假期除外）上午八時四十五分至下午十二時三十分，
下午一時三十分至六時。

* For enquiries, please contact our officers during office hours.

Office hours: Monday – Friday (except public holidays) 8:45 a.m. to 12:30 p.m.,
1:30 p.m. to 6:00 p.m.

此項服務只適用於音頻電話。

This service is applicable to tone dial telephones only.

貨物編號查詢熱線#
Commodity Code Enquiry Hotline#

步驟一：致電 3178 8933

Step 1 : Dial 3178 8933

步驟二：選擇語言，按

1	廣東話
2	普通話
3	英語

Step 2 : Choose language, press

1	Cantonese
2	Putonghua
3	English

步驟三：查詢所需項目，請按有關按鈕（請看下表）

Step 3 : Press appropriate buttons for the enquiry services you require (see the table below)

查詢服務提要	Summary of Enquiry Services	選擇語言後按鈕	Press Buttons after Language Selection
* 玩具；鐘錶；塑膠	* Toys; Watches and Clocks; Plastics	1	1
* 化工；藥物；運輸工具；皮革	* Chemicals; Medicine; Transport Equipment; Leather	1	2
* 食品；飲料；煙酒；紙品	* Food; Beverages; Tobacco; Spirits; Paper	1	3
* 紡織原料及製品	* Textiles and Articles Thereof	2	1
* 成衣；鞋履；帽子	* Clothing; Footwear; Headgear	2	2
* 電子產品；機器；電器	* Electronics; Machinery; Electrical Equipment	2	3
* 礦產；木材；玻璃；金屬	* Mineral; Wood; Glass; Metals	3	1
* 首飾；傢俬；照明設備	* Jewellery; Furniture; Lighting Equipment	3	2
* 光學、醫療、測量器具	* Optical, Medical, Surveying Apparatus	3	3
* 其他未能分類的貨物	* Other Unclassified Products	3	4
貨物編號查詢表格	Commodity Code Enquiry Form	4	
貨物編號查詢熱線使用指引	User Guide for Commodity Code Enquiry Hotline	5	

* 如有查詢，請於辦公時間內聯絡本處職員。

* For enquiries, please contact our officers during office hours.

辦公時間： 星期一至星期五（公眾假期除外）上午八時四十五分至下午十二時三十分，
下午一時三十分至六時。

Office hours : Monday – Friday (except public holidays) 8:45 a.m. to 12:30 p.m.,
1:30 p.m. to 6:00 p.m.

此項服務只適用於音頻電話。

This service is applicable to tone dial telephones only.

報關通知書查詢熱線#
Declaration Notice Enquiry Hotline#

步驟一：致電 3178 8988

步驟二：選擇語言，按

1	廣東話
2	普通話
3	英語

步驟三：查詢所需項目，請按有關按鈕（請看下表）

Step 1 : Dial 3178 8988

Step 2 : Choose language, press

1	Cantonese
2	Putonghua
3	English

Step 3 : Press appropriate buttons for the enquiry services you require (see the table below)

查詢服務提要	Summary of Enquiry Services	選擇語言後按鈕	Press Buttons after Language Selection
進／出口報關通知書	Notice on Lodgement of Import / Export Declarations	<input type="button" value="1"/>	<input type="button" value="1"/>
報關通知書基本內容	Basic Contents of Declaration Notice	<input type="button" value="1"/>	<input type="button" value="2"/>
利用通知書回覆系統回覆 報關通知書	Making Notice Reply through Declaration Notice Reply System	<input type="button" value="1"/>	<input type="button" value="3"/>
豁免報關物品的類別	Categories of Exempted Articles	<input type="button" value="2"/>	<input type="button" value="1"/>
轉運／過境貨物的定義	Definition of Transhipment / Transit Cargo	<input type="button" value="2"/>	<input type="button" value="2"/>
貨物編號查詢熱線	Commodity Code Enquiry Hotline	<input type="button" value="3"/>	<input type="button" value="1"/>
進出口報關單及貨物艙單查詢熱線	Import/Export Declaration and Cargo Manifest Enquiry Hotline	<input type="button" value="3"/>	<input type="button" value="2"/>

此項服務只適用於音頻電話。

This service is applicable to tone dial telephones only.