



i-PASS CANCELLATION / LOSS REPORT 取消 / 遺失智泊咭報告

i-Pass Type

智泊咭種類

Permanent i-Pass 永久智泊咭

Single Entry i-Pass 單次智泊咭

Company / Applicant Name in FULL*:

公司/申請人全名*：(須以正楷英文填寫)

BR / HKID Card Number*:

商業登記/香港身份証號碼*：

Contact Person Name in FULL

聯絡人全名：(須以正楷英文填寫)

Contact Number

聯絡電話號碼：

*Please delete the inappropriate item

*請刪除不適用部份

i-Pass Number:

智泊咭號碼：

Vehicle Plate Number:

車牌號碼：

備註：如智泊咭資料需要更新，請填寫“更改智泊咭資料”表格。

Remark: For i-Pass information amendment, please fill in “Change of Registered Information of i-Pass” form.

請以“✓”表示報告取消或遺失智泊咭。Please “✓”appropriate box.

i-PASS CANCELLATION 取消智泊咭

Remark: User must return the i-Pass to Customer Services Counter for cancellation, otherwise administration fee of HK\$80 shall be borne by the User.

備註：使用者必須交還智泊咭予顧客服務櫃台，否則須繳付行政費港幣八十元正。

i-PASS LOSS 遺失智泊咭

Re-issuance of i-Pass:

重新簽發智泊咭：

Yes 須要

No 不須要

Remark:

備註

1. In case of loss of i-Pass, administration fee of HK\$80 shall be borne by the User.

如遺失智泊咭，使用者必須繳付行政費港幣八十元正。

2. In order to protect the i-Pass, please do not staple / stick the i-Pass on this report.

為避免損壞智泊咭，請不要將智泊咭釘/貼在本報告上

Authorized Signature and Company Chop

公司印章及授權人簽署

Please return the completed form and i-Pass (if applicable) to Facility Management Office (Help Desk) at:

請將填妥之表格及智泊咭(如適用)交回設施管理處：

Address 地址: Facility Management Office, G/F, Terminal 2, Asia Airfreight Terminal Co Ltd., 10 Chun Ping Road, Hong Kong International Airport; or
香港大嶼山香港國際機場駿坪路10號亞洲空運中心設施管理處收

Enquiry Hotline 查詢熱線: 2949 7300

(Monday to Friday 0900hrs – 1700hrs (except public holidays) 星期一至星期五 上午9時正至下午5時正(公眾假期除外))

For FMO use only :

	<input type="checkbox"/> Cancellation	<input type="checkbox"/> Loss
FMO Staff ID: _____	<input type="checkbox"/> i-Pass Received Date: _____	<input type="checkbox"/> Form Collected Date: _____
Customer Services Counter Section Staff ID: _____	N/A	<input type="checkbox"/> Admin. Fee Collected Date: _____ <input type="checkbox"/> Admin. Fee Waived (Endorsed by _____) (Reason: _____)
FMO Staff: _____	<input type="checkbox"/> i-Pass Record Deleted Date: _____	i-Pass Re-issuance: <input type="checkbox"/> No <input type="checkbox"/> Yes, New i-Pass No.: _____ Date: _____