

香港特別行政區政府-海事處

The Government of the Hong Kong Special Administrative Region - Marine Department

在香港水域或海事處場地拍攝實景申請表

Application for Location Filming
within Hong Kong Waters/Marine Department Premises

1. 申請人資料/ Particulars of Company

申請人：

Applicant: _____

*香港身份證／商業登記證 號碼：

*HK Identity Card / Business Registration Certificate No.: _____

地址：

Address: _____

電話號碼：

傳真號碼：

Tel. No.: _____ FaxNo.: _____

2. 拍攝資料/ Particulars of Filming

節目名稱：

拍攝日期、時間：

Name of Programme: _____ Filming Date and Time: _____

拍攝位置：

拍攝用途：

Filming Location: _____ Purpose of Filming: _____

取景、活動概要：

Brief Description of Scene and Activities: _____

需使用的船隻（類型及擁有權證明書號碼）：

Vessels to be used (type and Certificate of Ownership Number): _____

對海上交通安全的影響：

Effect on the safety of marine traffic: _____

涉及的海事處場地：

Marine Department Premises to be involved: _____

使用時段：

Duration of Usage _____

現場負責人姓名：

聯絡電話號碼：

Name of Person-in-charge on scene: _____ Contact Tel.No.: _____

3. 承諾/ Undertaking

本人同意嚴格遵守上述場地的一般使用規則和許可證所載條件，特此聲明。

I declare that I agree to strictly observe the general house rules of the above premises and the conditions as stated in the permission.

日期

Date _____

申請人簽署 Signature of Applicant _____

**請將不適用的刪去 / Delete where inappropriate*

只供本處人員填寫 FOR OFFICIAL USE ONLY

Application *approved / not approved

Remarks _____

P.I.O. _____ MO/LPF()* _____ MO/CH()* _____

MI I/ _____ Permit No. _____ Date _____

Marine Department, HKSAR
Guidelines for Location Filming

Location Filming in the Waters of Hong Kong

If the filming program will not affect any port user in the vicinity, there is normally no requirement for an approval from the Marine Department. Permit is required for filming at locations where international and local traffic will likely be interfered, such as fairways, typhoon shelters, Victoria Harbour, ports, boating areas, waters adjacent to gazetted beaches, waters off public piers/landing steps, any location where marine traffic is likely to be busy.

In order to save time on both sides, interested parties are encouraged to contact Principal Information Officer at 2852 4423 or Marine Officer of Central Marine Office at 2852 3080 to clarify whether a permit is required.

If the filming program is likely to affect other port users, the person-in-charge of the program should submit an Application Form, detailing the purpose, date, time, duration, venue, vessels involved, number of persons involved, communication availability and brief description of the program plan to the Principal Information Officer, by post to 24th Floor, Harbour Building, 38 Pier Road, Central, Hong Kong or by fax at 2543 8531. Fee required for a permit is \$160. Application process time is normally 7 working days after receipt of all necessary information.

Please note that additional permit(s) from specified government departments is (are) required separately for the following cases. An applicant should apply the following permits by themselves, of which are not required to be produced for the issue of permit at the Marine Department.

- If explosives, pyrotechnic materials and other dangerous goods (collectively known as special effects materials under the Entertainment Special Effects Ordinance) are used, the applicant should apply a discharge permit from the Create Hong Kong (CHK). Contact telephone number of CHK is 2594 5756.
- If the filming location is within the boundary of a Marine Park, the applicant should obtain permission from the Agriculture, Fisheries & Conservation Department (AFCD). Contact telephone number of AFCD is 2150 6875.
- If open burning or potential pollution at sea is involved, the applicant should obtain permission from the Environmental Protection Department (EPD). Contact telephone number of EPD is 2838 3111.

Location Filming at Public Pier Areas

For location filming taking part on land area of a public pier, the person-in-charge of the filming program should notify the Police Public Relations Branch (PPRB) if the pier area will be on a non-exclusive basis. He should contact the Film Services Office (FSO) if the filming program will occupy the pier area for exclusive use. Contact telephone number of PPRB and FSO are 2860 6186 and 2594 5745 respectively. If the filming program will involve vessels berthing to piers, please refer to the guidelines for location filming in the waters of Hong Kong.

Location Filming in Marine Department Premises

For location filming within any premises managed by the Marine Department, provisions under the Accommodation Regulation 636 applies wherein for the use of government property for commercial purpose, a current rate of \$4,610 for the first 4 hours and \$1,060 for each subsequent 4-hour block will be charged. If extra government personnel or equipment is required to take part in the filming program, the actual cost for the required personnel or equipment plus overheads shall be levied in accordance with Accommodation Regulation 637. Another 100% of the total charge is required as deposit, which is refundable upon the request of the applicant. Wage and rent for time overrun as well as compensation for damages are to be charged against applicant's deposit.