

使用繫留氣球放飛(載人)作拍攝用途

許可証名稱： 繫留氣球放飛(載人)許可證

審批部門： 民航處

聯絡： 民航處航空交通部
地址：香港大嶼山國際機場航空交通管制大樓
電話：2910 6233
傳真：2910 0186

規例：1995年空中航行（香港）令第70條

● 監管事項：

- 氣球放飛

● 發出許可證條件：

- 依照1995年空中航行（香港）令第70條所發出的許可證內會附加氣球飛行之規條；以及
- 申請人應考慮是否需要向其他機構或政府部門申請其他與氣球飛行有關之准許。

如何申請：

1. 申請人須將填妥之申請表格及有關文件在不少於氣球放飛的**28個工作天前**寄到民航處助理處長(航空交通管理)。
2. 逾期提出申請概不接受。

收費：

- 每個許可證：\$1,470

許可證有效期：

- 列於許可證上

所需表格：

- 申請指引可於電影服務統籌科的資料中心索取或網站下載。
- 只接受網上申請(表格 DCA252)，網址為：
<http://www.cad.gov.hk/chinese/applications.html>

只 供 參 考

〈 如需申請，請填寫載於 <http://www.cad.gov.hk/chinese/applications.html> 的電子表格〉



香港特別行政區政府
民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

Application for Flying Captive Balloon (Form e-DCA 252) (With persons on board)

*** Applicants will be charged in accordance with Hong Kong Air Navigation (Fees) Regulations (CAP. 448 sub.leg. D)**

*** Please read the attached NOTES at page 2 carefully before completing this form.**

1.	Name of applicant or Company (see Note 4)	<input style="width: 100%;" type="text"/>	
2.	Company address	<input style="width: 100%;" type="text"/>	
	Contact Person (see Note 5b)	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	<input style="width: 100%;" type="text"/>
3.	Telephone No.	<input style="width: 100%;" type="text"/>	
	Fax No.	<input style="width: 100%;" type="text"/>	
4.	Contact e-mail address	<input style="width: 100%;" type="text"/>	
5.	Any former balloon operation experience? If yes, state where and when	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6.	Balloon manufacturer	<input style="width: 100%;" type="text"/>	
7.	Type of balloon (see Note 5c)	<input type="checkbox"/> Helium <input type="checkbox"/> Hot Air <input type="checkbox"/> other type (specify)	
8.	Linear dimensions of balloon	<input type="checkbox"/> diameter for spherical <input type="checkbox"/> length x width x height	
9.	Height of balloon flight above anchor point	<input style="width: 100%;" type="text"/>	metres
10.	Height of anchor point above ground level if on elevated structure, e.g. rooftop	<input style="width: 100%;" type="text"/>	metres
11.	Dimension of clear area (see Note 5a) and 6)	<input type="checkbox"/> radius from anchor point <input type="checkbox"/> length x width	
12.	Number of anchors and weight (each)	<input style="width: 100%;" type="text"/>	nos. kilograms
13.	Length and number of anchor ropes	<input style="width: 100%;" type="text"/>	metres nos.
14.	Lifting force of balloon	<input style="width: 100%;" type="text"/>	kilograms
15.	Maximum Take-Off Weight (MTOW) of balloon (see Notes 5c and 5d)	<input style="width: 100%;" type="text"/>	kilograms
16.	Balloon Manufacturer's wind limitation (see Notes 5c, 5d and 5e)	<input style="width: 100%;" type="text"/>	knots
17.	Proposed date(s) of flight	Start Date <input style="width: 100%;" type="text"/>	End Date <input style="width: 100%;" type="text"/>
18.	Proposed time(s) of flight	Start Time <input style="width: 20px;" type="text" value="00"/> hr <input style="width: 20px;" type="text" value="00"/> min (local)	End Time <input style="width: 20px;" type="text" value="00"/> hr <input style="width: 20px;" type="text" value="00"/> min (local)

19.	Precise location of flight (see Note 5a and 6)	<input type="text"/>
20.	Maximum capacity of balloon	Crew <input type="text"/> Passenger <input type="text"/>
21.	Is the flight for hire or reward (see Note 5m)	<input type="checkbox"/> Yes <input type="checkbox"/> No



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NOTES *The following Notes are provided for guidance only.*

1. The fee for each application is \$1,470.

Payment shall be made at the time of application and may be made by one of the following methods:

- a) crossed cheque payable to 'The Government of the Hong Kong Special Administrative Region';
- b) bank draft in Hong Kong Dollars (HK\$) in favour of 'The Government of the Hong Kong Special Administrative Region' and drawn on a bank located in Hong Kong; or
- c) bank transfer to:

Bank Name The Hongkong and Shanghai Banking Corp Ltd

Bank Address No. 1 Queen's Road Central, Hong Kong

Swift Code HSBC-HKHH-HKH

Bank Account No. 002-268126-008

Bank Account Name The Government of the Hong Kong Special Administrative Region Treasury No. 1 Collection Account (Attn. Civil Aviation Department)

Payment Details Please quote this application.

2. If payment is by crossed cheque or bank draft, (a) or (b) above, they shall be sent by post to:

Chief (Operations and Personnel),
Air Traffic Management Division, Civil Aviation Department,
Air Traffic Control Complex,
1 Control Tower Road,
Hong Kong International Airport,
Lantau, Hong Kong.

If payment is by bank transfer, (c) above, the receipt may be sent by fax to no. 2910 0186, or by post to the above address. For overseas transfer, please include enough bank charges and tender exact amount in Hong Kong Dollars to avoid any underpayment due to exchange difference and any deduction made by your appointed bank in Hong Kong.

3. The e-application form and all relevant information (see paragraph 4) should reach the Civil Aviation Department (CAD) at least 28 working days prior to the date of the proposed flight. Delayed e-applications received after this timeframe may not be processed in time. Depending on the particular circumstances of the proposed balloon operation, extra time may be required for processing of the application.

4. The applicant is normally the operator of the balloon, or the Company itself.

5. The following supporting documents should be : balloon@cad.gov.hk in addition to the e-Form application. These documents shall either be in pdf or Word format for text files, and pdf or jpeg format for photo files. Incomplete or insufficient information may delay the application process.

(a) Photographs and/or maps showing the proposed location of the balloon flight and the adjacent area including the clear area and locations of the anchors.

(b) Full name of the contact/accountable person.

(c) Type certification of the balloon (if applicable).

(d) Flight Manual(s).

(e) Operations Manual(s) (if applicable).

(f) Emergency Manual(s).

(g) Training Manual(s) including details of training organization and/or trainer(s) (qualifications and experience of trainer(s) may be required).

(h) Maintenance Manual(s).

(i) Copies of the pilot licences of the operator(s)/pilot(s) (if applicable).

(j) Presentation/Plan to fulfill the requirements stated in items (d) to (h) above, the Air Navigation (Hong Kong) Order 1995 (if applicable) and other CAD documents (if applicable), including training plan, maintenance requirements and plan for crew licensing and maintenance staff certification.

(k) Insurance certificate showing that the balloon carries appropriate insurance cover for any accident, incident or occurrence in compliance with the requirements set out in the Civil Aviation (Insurance) Order.

(l) A letter from the owner or management company of the land authorising the use of the location for flying a captive balloon.

(m) If the flight is for hire or reward, the operator is also required to submit an Application for Permission to Operate Non-Scheduled Air Services form (Form DCA122) obtainable at the following site [<http://www.cad.gov.hk/application/DCA%20122.pdf>]

Additional information may be required and further conditions may be imposed depending on the particular circumstances of the proposed balloon operation. Any enquiries on the e-application should be made to the CAD duty officer on phone no. 2910 6233.

6. CAD will conduct a site visit to the location to verify the information submitted by the applicant and for a demonstration of normal and contingent operating procedures. (The applicant will be requested to arrange this visit).

7. This application and the requisite Permission if granted only relates to the requirements of the Air Navigation (Hong Kong) Order 1995. The applicant shall obtain any other necessary authorization or permission under any other relevant legislation from CAD, other Government Department(s) or appropriate organization(s) as applicable before undertaking a captive balloon flight.

8. The applicant is advised not to enter into any contractual obligation or begin publicity of the balloon flight until the requisite permissions and authorisations have been obtained.

e-DCA 252 (31 Mar 14)