

個人八達通申請表

PERSONALISED OCTOPUS APPLICATION FORM



注意：

1. 請用黑色或藍色筆以正楷填寫此申請表。
2. 個人八達通申請費用為HK\$200 (由2021年6月27日生效)，包括HK\$50按金、HK\$130首次儲值額及HK\$20不可退還手續費。有關個人八達通其他收費，請參閱八達通卡有限公司網站(www.octopus.com.hk)所載的「收費項目及指引」附表。
3. 有關交通機構會根據個人八達通持有人之出生日期或個人八達通上紀錄的其他身份 (如適用) 扣除所需車資。
4. 簽署此申請表前，必須細閱及明白發卡條款及個人八達通申請條款 (「申請條款」)。一經簽署此申請表，即表示同意遵守不時修訂之發卡條款及申請條款和受其約束。此申請表上的「按金」及「儲值額」俱與發卡條款上的「工具按金」及「儲值金額」釋義相同。發卡條款可於八達通卡有限公司網站(www.octopus.com.hk)下載。申請條款則列於此申請表內。閣下需要親自遞交申請表並提供有關身份證明文件以供核對。
5. 如閣下需要授權他人代啟動新申請的個人八達通，必須在授權書上填寫受託人之姓名及其身份證明文件號碼，並一併出示申請人之身份證明文件 (即香港身份證/中國身份證/澳門身份證/護照/香港特區回港證) 的影印副本，以供核對。在領取個人八達通時，受託人必須出示其香港身份證/中國身份證/澳門身份證/護照/香港特區回港證以供核對。(詳情請參考本申請表內「收據」上的資料)
6. 如閣下為18歲以下的個人八達通申請人之父母/監護人並代其申請/啟動新申請的個人八達通，閣下必須出示申請人之香港身份證/中國身份證/澳門身份證/香港出生證明書/護照/香港特區回港證影印副本及閣下之身份證、回港證或護照，以供核對。
7. 一經提交，此申請表及任何隨附文件恕不退還。

個人資料收集聲明列於此申請表內個人八達通申請條款的第7段，敬請留意。

Note:

1. **Please use black or blue pen to complete this application form in BLOCK LETTERS.**
2. The application fee for Personalised Octopus is HK\$200 (with effect from 27 Jun 2021) which includes a deposit of HK\$50, an initial stored value of HK\$130 and a non-refundable handling fee of HK\$20. For the charges of Personalised Octopus, please refer to the Schedule of Fees and Guidelines, which can be obtained from the website of Octopus Cards Limited (www.octopus.com.hk).
3. Transport companies will determine the applicable fares to be deducted from Personalised Octopus according to the date of birth of the holders or other status recorded on the Personalised Octopus (if applicable).
4. **You should read and understand the Conditions of Issue - issued by Octopus Cards Limited and the Terms of Application for Personalised Octopus ("Terms") before signing this application form. By signing this application form, you agree to observe and be bound by the Conditions of Issue and the Terms, as amended from time to time.** Please note that references to "deposit" and "stored value" in this application form have the same meaning as "SVF Deposit" and "Float" under the Conditions of Issue. Copy of the Conditions of Issue can be downloaded from the website of Octopus Cards Limited (www.octopus.com.hk). The Terms are set out in this application form. **You must submit this application form in person with corresponding identity document for verification.**
5. If you want to delegate another person to activate your Personalised Octopus, your authorisation letter printed with the authorised person's name and identity documentation number, and a copy of your identity documentation used for this application (that is, Hong Kong Identity Card/China Identity Card/Macau Identity Card/HKSAR Re-entry Permit/Passport) must be presented for verification. The delegated person will also be required to present his/her Hong Kong Identity Card/China Identity Card/Macau Identity Card/HKSAR Re-entry Permit/Passport for verification. (Please refer to the details specified in the 'RECEIPT' of this application form)
6. If you are the parent/guardian of an applicant who is a child under the age of 18, when you apply for/activate the Personalised Octopus, you must present your own Identity Card or Passport and a copy of the applicant's Hong Kong Identity Card/China Identity Card/Macau Identity Card/Hong Kong Birth Certificate/HKSAR Re-entry Permit/Passport for verification.
7. Once submitted, this application form and any accompanying document(s) submitted will not be returned.

YOUR ATTENTION IS DRAWN TO THE PERSONAL INFORMATION COLLECTION STATEMENT AT CLAUSE 7 OF THE TERMS OF APPLICATION FOR PERSONALISED OCTOPUS SET OUT IN THIS APPLICATION FORM.

填寫此申請表前，必須細閱及明白第1版的注意事項。

Before completing this application form, please read and ensure you understand the notes on page 1.

申請人資料 (* 必須填寫)

Particulars of the Applicant (Mandatory fields)

* 性別 Gender

姓名 (中文)
Name (Chinese)

男 Male 女 Female

* 姓名 (英文)
* Name (English)

(姓 Family Name) (名 Given Name)

(請與閣下的香港出生證明書/ 香港身份證/ 中國身份證/ 澳門身份證/ 香港特區回港證/ 護照相同。如本公司之系統未能支援閣下提供之中文姓名，則只有英文姓名列印在卡上。

As it appears on your HK Birth Certificate/ HK Identity Card/ China Identity Card/ Macau Identity Card/ HKSAR Re-entry Permit/ Passport. If the Chinese name as provided cannot be supported by our system, only English name will be printed on the card.)

香港出生證明書 Hong Kong Birth Certificate 香港身份證 Hong Kong Identity Card 中國身份證 China Identity Card 澳門身份證 Macau Identity Card
 護照 Passport 香港特區回港證 HKSAR Re-entry Permit

* 號碼
* Number

(本公司不接受前往港澳通行證 (俗稱單程證)/ 往來港澳通行證 (俗稱雙程證) 持有人的申請。

We do not accept applications submitted by holders of One-way Permits / Exit-entry Permits for travelling to and from Hong Kong and Macau.)

* 出生日期
* Date of Birth

日 dd 月 mm 年份 yyyy (申請人必須年滿3歲才可申請 Applicant must be over 3 years old)

* 聯絡電話 (最少一個) (At least one) 住宅 Home 公司 Office 手提電話 Mobile (以收取短訊) (For receiving SMS)

電子郵件
E-mail Address

* 聯絡地址
* Correspondence Address

請選擇語言：
Please select your preferred language : 中文 Chinese 英文 English

如閣下就此申請所提供的資料有任何更改 (包括但不限於更改地址及/或電話)，請致電八達通顧客服務熱線2266 2222。

If there are any changes in the information provided (including but not limited to any change of address and/or telephone numbers), please call the Octopus Customer Service Hotline on 2266 2222.

**相片
Photo**

如申請下列之乘車優惠，申請人**必須**提交彩色護照式近照：

- 港鐵學生乘車優惠計劃
- 合資格殘疾人士公共交通票價優惠計劃
- 迪士尼員工港鐵全月通

For applicant who enrolls for the following concessionary fare scheme, he/she **must** provide with a recent colour passport photo:

- MTR Student Travel Scheme
- Government Public Transport Fare Concession Scheme for Eligible Persons with Disabilities
- MTR Monthly Pass for Disney Staff

請貼上 1.5吋 x 2吋 6個月內拍攝的彩色護照證件大頭近照 (白色或淺色背景)
Please stick a 1.5" x 2" headshot passport color photo taken within 6 months (white or light color background)

公司專用 For Office Use Only	
於收件中心 At Collection Centre 收件中心 Collection Centre : _____ 收件日期 Form Collection Date : _____ 已提供照片 Photo Supplied : <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No 備註 Remarks :	於發卡中心 At Card Centre 八達通號碼 Octopus No. : _____ 備註 Remarks :

續下頁 To be continued

聲明 Declaration

本人聲明及確認，此申請表內提供的一切資料就本人所知所信均屬真實、準確及完全。本人並確認會就使用個人八達通遵守八達通發卡條款及列於此申請表內之個人八達通申請條款。本人知悉及同意於此申請獲批核後，本人之個人資料將連繫至本人持有之個人八達通。本人如簽署及遞交此申請表，即表示本人已細閱、明白及同意個人八達通申請條款第7條關於個人資料收集聲明。

I hereby declare and confirm that all information provided in this application form is true, accurate and complete to the best of my information, knowledge and belief. I also confirm that I agree to be bound by the Terms of Application for Personalised Octopus set out in this application form and the Conditions of Issue of Octopus in the use of the Personalised Octopus. I acknowledge and agree that upon the approval of this application, my personal data provided in this application form will be associated with my Personalised Octopus. By signing and submitting this application form, I confirm that I have read, understood and agreed with the Personal Information Collection Statement in clause 7 of the Terms of Application for Personalised Octopus.

請遞交此申請表到「收據」上列出的申請表指定遞交地點。

Please submit this application form to the Designated Application Form Submission Service Centres listed in the 'RECEIPT'.

X

申請人簽署 Signature of Applicant

日期 Date

父、母或合法監護人聲明 (只適用於十八歲以下的申請人並必須填寫)

Declaration of Parent or Legal Guardian (Applicable and compulsory if the applicant is under 18 years of age)

本人聲明及確認，此申請表內提供的一切資料就本人所知所信均屬真實、準確及完全。本人並確認申請人會就使用個人八達通遵守八達通發卡條款及列於此申請表內之個人八達通申請條款。本人知悉及同意於此申請獲批核後，申請人之個人資料將連繫至申請人持有之個人八達通。本人如簽署及遞交此申請表，即表示本人已細閱、明白及同意個人八達通申請條款第7條關於個人資料收集聲明。

I hereby declare and confirm that all information provided in this application form is true, accurate and complete to the best of my information, knowledge and belief. I also confirm that the applicant agrees to be bound by the Terms of Application for Personalised Octopus set out in this application form and the Conditions of Issue of Octopus in the use of the Personalised Octopus. I acknowledge and agree that upon the approval of this application, the personal data of the applicant provided in this application form will be associated with the Personalised Octopus of the applicant. By signing and submitting this application form, I confirm that I have read, understood and agreed with the Personal Information Collection Statement in clause 7 of the Terms of Application of Personalised Octopus.

本人乃上述申請人的

My relationship with the applicant is

母親
Mother

父親
Father

合法監護人
Legal Guardian

中文姓名

Name (Chinese):

英文姓名

Name (English):

X

母親/父親/合法監護人簽署 Signature of Mother/Father/Legal Guardian

日期 Date

個人八達通申請條款

TERMS OF APPLICATION FOR PERSONALISED OCTOPUS

1. 申請個人八達通及八達通發卡條款

個人八達通（「個人八達通」）乃根據八達通卡有限公司（「本公司」）不時公佈的八達通發卡條款（「發卡條款」）及個人八達通申請條款（「申請條款」）發出。發卡條款可於八達通卡有限公司網站（www.octopus.com.hk）下載。除非另備條款，否則條款用語應與「八達通發卡條款」的釋義相同。

如簽署此申請表，即表示閣下同意受不時修訂的發卡條款及申請條款約束。若發卡條款與申請條款之間有任何不相符之處，應以申請條款為準。

本公司保留可決定不接納此項申請而毋須提出任何理由的權利。

2. 不常用八達通行政費

如閣下為年滿十八歲或以上及六十歲以下之個人八達通持有人，並在三年內沒有為該個人八達通增值或沒有使用該個人八達通作付款交易，本公司將在上述三年屆滿時及其後每十二個月（每段期間被稱為一段「不常用期間」）向閣下收取不常用八達通行政費。有關收費詳情，請參閱八達通卡有限公司網站（www.octopus.com.hk）所載的「收費項目及指引」附表。

3. 無人領取/郵件退回之個人八達通

若閣下未能於遞交申請表日期起60日內，於指定的港鐵/輕鐵客務中心領取閣下之個人八達通，或本公司發出退回郵件通知45日後而未聯絡本公司安排重新寄出閣下之個人八達通，本公司將會銷毀閣下之個人八達通，並沒收其按金及儲值額。

4. 遺失個人八達通

閣下同意如遺失個人八達通，應即時透過八達通報失熱線（2266 2266）向本公司報失。閣下須承擔報失後三小時內被使用之損失及相關的手續費。

5. 退還個人八達通

閣下同意如退還個人八達通，本公司有權從按金中扣取退還個人八達通手續費。

6. 更改個人資料

閣下同意如就此申請所提供的個人資料有任何更改（包括但不限於有關任何地址及/或電話之更改），應即時通知本公司。

7. 有關閣下的個人資料收集聲明：

關於個人資料（私隱）條例（「該條例」）的通知（「本通知」）

(7.1) 閣下同意，本公司可將透過本申請表所收集關於閣下的個人資料作以下用途：

- 處理閣下的申請，及日後根據發卡條款或向閣下提供所選擇的服務的相關條款所需用途；
- 本公司與閣下進行通訊；
- 調查投訴、防止及偵測罪行；及
- 根據法例、規則、規例、守則或指引作出披露。

(7.2) 若閣下未能向本公司提供閣下的個人資料，本公司可能無法向閣下提供本公司的所需服務。

(7.3) 本公司會將閣下的個人資料保密，但閣下同意，基於上文第7.1段列出之目的，本公司可於香港特別行政區（「香港」）境內將有關資料轉移或披露予下述各方（惟第 7.3(a) 列出的有關方面，可能位於香港境外）：

(a) 對本公司有保密責任的本公司代理人或向本公司提供與本公司業務運作有關的行政、電訊、電腦、打擊洗錢及恐怖份子籌資情報、付款、數據處理或其他服務的承辦商（例如專業顧問、電話服務中心供應商、收賬公司（若閣下拖欠本公司款項）、速遞公司、禮品換領中心或資料輸入公司）；及

(b) 本公司、其附屬公司及/或聯屬公司根據任何法例、規則、規例、守則及/或指引及/或履行任何具司法管轄權法院、執法機關及/或監管機構所發出而本公司須遵行的命令，按照適用之法例、規則、規例、守則及/或指引，有具約束力責任向任何執法機關及/或監管機構及/或任何人士或實體作出披露，但有關規定須有正式權限方可作出。

(7.4) 閣下透過本申請表所提交的個人資料只用作上述第7.1條所訂明的用途。除非閣下曾向本公司提交有關使用閣下的個人資料作直接促銷的意願，否則本公司不會使用閣下的個人資料作直接促銷用途。本公司亦不會就是次申請更改閣下曾提交之有關直接促銷的意願。如閣下希望更改曾提交之有關直接促銷的意願，可隨時於八達通手機應用程式作設定或於我們不時公佈的其他渠道作更改。

(7.5) 閣下有權知悉本公司處理個人資料的政策及慣例和獲告知本公司持有的資料類別。若閣下繳交法例容許之合理費用，閣下有權：

(a) 查核本公司是否持有閣下的個人資料及查閱該等資料；及

(b) 要求本公司更正任何不準確個人資料。

(7.6) 任何查閱個人資料請以書面向下列人士提出：

八達通卡有限公司

香港九龍九龍灣宏泰道23號

Manhattan Place 46樓

保障資料主任

電郵地址：dpo@octopus.com.hk

(7.7) 本通知不會限制閣下在該條例下所享有的權利。

8. 英文本為準

若此申請條款的中、英文本之間有任何抵觸，則應以英文本為準。

9. 管轄法律

此條款受香港法例管轄。

1. Application for Personalised Octopus and Conditions of Issue of Octopus

The Personalised Octopus ("Personalised Octopus") is issued subject to the Conditions of Issue of Octopus (the "Conditions of Issue") published by Octopus Cards Limited ("we", "our" or "us") from time to time and these Terms of Application for Personalised Octopus ("Terms"). Copy of the Conditions of Issue can be downloaded from the website of Octopus Cards Limited (www.octopus.com.hk). Unless stated otherwise, use of defined terms shall have the same meaning in the Conditions of Issue.

By signing this application form, you agree to observe and be bound by the Conditions of Issue (as amended from time to time) and these Terms. If there is any inconsistency between the Conditions of Issue and these Terms, these Terms shall prevail. We reserve the right to reject this application for whatever reasons and shall not be required to give any reason.

2. Inactive Octopus Administrative Fee

If you are a Personalised Octopus holder aged 18 or above and below 60, and you have not added value to your Personalised Octopus or used your Personalised Octopus for any payment transaction for three (3) years, we will charge you an Inactive Octopus Administrative Fee upon expiration of the said three (3) years' period and subsequently every twelve (12) months thereafter (each, an "inactive period"). For the charges details, please refer to the Schedule of Fees and Guidelines, which can be obtained from the website of Octopus Cards Limited (www.Octopus.com.hk).

3. Uncollected/Returned Mail Personalised Octopus

If you do not collect the Personalised Octopus upon designated MTR/Light Rail Customer Service Centre within 60 days from the submission date of this application, or do not contact us for resending the Personalised Octopus within 45 days from the date of our notification, we shall destroy your Personalised Octopus and forfeit the deposit and any stored value on your Personalised Octopus.

4. Loss of Personalised Octopus

You agree that if you lose your Personalised Octopus you shall report such loss to us immediately by calling the Lost Octopus Reporting Hotline on 2266 2266. You shall be liable for the loss arising from the use of such lost Octopus within three hours after receipt of the loss report.

5. Return of Personalised Octopus

You agree that we are entitled to deduct handling fee from the deposit when you return your Personalised Octopus to us.

6. Change of Personal Particulars

You agree to notify us promptly of any change in the information provided (including but not limited to any change of address and/or telephone numbers).

7. Personal Information Collection Statement relating to you (this "Notice") in accordance with the Personal Data (Privacy) Ordinance ("the Ordinance")

(7.1) You agree that OCL may use your personal data as collected through this application form for the following purposes:

- processing this application and the subsequent purposes of use as specified in the Conditions of Issue/ terms and conditions of the relevant services as selected by you;
- communication by us with you;
- investigation of complaints, prevention or detection of crime; and
- disclosure as required by law, rules, regulations, codes or guidelines.

(7.2) If you do not provide your personal data to us, we may be unable to provide you with our services as requested.

(7.3) Your personal data will be kept confidential by us, but you agree that for the purposes set out in clause 7.1 above, we may transfer or disclose such personal data to the following parties within the Hong Kong Special Administrative Region ("Hong Kong") (except that the parties set out in clause 7.3(a) below may be located outside Hong Kong):-

- our agents or contractors under a duty of confidentiality to us who provide administrative, telecommunications, computer, anti-money laundering and counter terrorist finance intelligence, payment, data processing or other services to us in connection with the operation of our business

(such as professional advisers, call centre service providers, debt collection agencies (in the event you owe us any money), courier, gift redemption centres or data entry companies); and

b. any law enforcement agency and/or regulatory body for compliance with applicable laws, rules, regulations, codes and/or guidelines and/or any person or entity to whom we, our subsidiaries and/or affiliates are under a binding obligation to make disclosure under the requirements of any law, rule, regulation, code and/or guideline and/or order of any competent court of law, law enforcement agencies and/or regulatory bodies. Such disclosure will only be made under proper authority.

(7.4) The personal data you submit with this application will only be used for the purposes as stated in Clause 7.1 above, and will NOT be used for direct marketing, unless you have separately given your direct marketing consent to us, that is, Octopus Cards Limited, and this application will not affect the direct marketing consent you may have provided to us, which you can change anytime via Octopus Mobile App and/or such other channels as we may announce from time to time.

(7.5) You have the right to ascertain our policies and practices in relation to the personal data as held by us. Subject to payment of reasonable fee as permitted by the law, you have the right to:

- a. check whether we hold your personal data and to have access to your personal data; and
- b. require us to correct any personal data which is inaccurate.

(7.6) Any data access request should be made in writing to:

The Data Protection Officer
Octopus Cards Limited
46/F, Manhattan Place
23 Wang Tai Road
Kowloon Bay
Kowloon
Hong Kong
Email: dpo@octopus.com.hk

(7.7) Nothing in this Notice shall limit your rights under the Ordinance.

8. English Version

In case of any discrepancy between the English and Chinese versions, the English version shall prevail.

9. Governing Law

These Terms shall be governed by the laws of Hong Kong.

D

收據 RECEIPT (由職員填寫 To be completed by staff only)

致：申請人 本公司特此確認收到你的個人八達通申請表及HK\$200申請費（由2021年6月27日生效），包括HK\$50按金、HK\$130首次儲值額及HK\$20不可退還手續費。個人八達通將於遞交申請表日期（_____）的**10個工作天**後透過平郵方式寄往閣下的聯絡地址。收到個人八達通後，請攜帶你的香港出生證明書／香港身份證／中國身份證／澳門身份證／香港特區回港證或護照親身前往任何港鐵客務中心啟動閣下的個人八達通。如閣下需要授權他人代啟新申請的個人八達通，必須在連同個人八達通一併寄出之授權書上填寫受託人之姓名及其身份證明文件號碼，並一併出示申請人之身份證明文件（即香港身份證／中國身份證／澳門身份證／香港特區回港證／護照）的影印副本，以供核對。在領取個人八達通時，受託人必須出示其香港身份證／中國身份證／澳門身份證／香港特區回港證／護照核對。如閣下為18歲以下的個人八達通申請人之父母／監護人並代其啟動新申請的個人八達通，閣下必須出示申請人之香港身份證／中國身份證／澳門身份證／香港出生證明書／香港特區回港證／護照影印副本及閣下之身份證／護照，以供核對。

To : The Applicant We hereby acknowledge receipt of your application for Personalised Octopus and the application fee of HK\$200 (with effect from 27 Jun 2021) which includes a deposit of HK\$50, an initial stored value of HK\$130 and a non-refundable handling fee of HK\$20. Your new Octopus will be sent to your correspondence address **10 working days** by surface mail after the submission date of this application form(_____). After receiving the new Octopus, please bring in person your Hong Kong Birth Certificate/Hong Kong Identity Card/China Identity Card/Macau Identity Card/HKSAR Re-entry Permit/Passport to any MTR service centre to activate your Personalised Octopus. If you want to delegate another person to activate your Personalised Octopus, please fill in the authorisation letter (to be enclosed with the Personalised Octopus) with the authorised person's name and identity documentation number, and a copy of your identity documentation used for this application (that is, Hong Kong Identity Card/China Identity Card/Macau Identity Card/HKSAR Re-entry Permit/Passport) must be presented for verification. The delegated person will also be required to present his/her Hong Kong Identity Card/China Identity Card/Macau Identity Card/HKSAR Re-entry Permit/Passport for verification. If you are the parent/guardian of an applicant who is a child under the age of 18, when you activate the Personalised Octopus, you must present your own Identity Card or Passport and a copy of the applicant's Hong Kong Identity Card/China Identity Card/Macau Identity Card/Hong Kong Birth Certificate/HKSAR Re-entry Permit/Passport for verification.

申請表指定遞交地點 Designated Application Form Submission Service Centres

港鐵客務中心 MTR Customer Service Centres									
香港島 HK Island :	柴灣 Chai Wan	堅尼地城 Kennedy Town	海洋公園 Ocean Park	鯽魚涌 Quarry Bay	西灣河 Sai Wan Ho				
九龍 Kowloon :	彩虹 Choi Hung	鑽石山 Diamond Hill	紅磡 Hung Hom	荔枝角 Lai Chi Kok	藍田 Lam Tin	油塘 Yau Tong			
新界 New Territories :	葵興 Kwai Hing	羅湖 Lo Wu	落馬洲 Lok Ma Chau	沙田 Sha Tin	上水 Sheung Shui	大窩口 Tai Wo Hau	東涌 Tung Chung		
輕鐵客務中心 Light Rail Customer Service Centres									
新界 New Territories									
良景 Leung King	天逸 Tin Yat	屯門碼頭 Tuen Mun Ferry Pier	元朗 Yuen Long						

如有查詢，請致電八達通顧客服務熱線2266 2222。For enquiries, please call the Octopus Customer Service Hotline on 2266 2222.

代表八達通卡有限公司 For and on behalf of Octopus Cards Limited

職員簽署 Signature of Staff

職員號碼 Staff No.

公司印章 Company Chop

申請日期 Application Date