



社會工作者註冊局

SOCIAL WORKERS REGISTRATION BOARD

香港筲箕灣南安街 83 號海安商業中心 27 樓 | 27/F Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong.

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【申請補發註冊證 / 註冊證明書】

Application for Re-issue of Registration Card / Certificate of Registration

甲部：申請者個人資料 Part A : Applicant's Personal Particulars

姓名 (中文或英文) Name in Chinese or English		首 4 位身份證號碼 First 4-digits of HKID no. e.g. A123456(9) => A123	
註冊編號 Registration No.		電話號碼 Phone no.	
<i>請剔選合適空格，並在適當位置填寫詳情。Please tick the appropriate boxes and fill in details as appropriate.</i>			
申請補發 Re-issue of	<input type="checkbox"/> 註冊證 Registration Card (補發費用 Reissue fee \$20) <input type="checkbox"/> 註冊證明書 Certificate of Registration (補發費用 Reissue fee \$100)		
領取方式 Collection Method	<input type="checkbox"/> (a) 預約到取日期 (最早為申請後 3 個工作天) 及在本局繳付補發費用 Collection date (earliest: 3 working days from application) and settle the reissue fee at our office <p style="text-align: right;">上午 AM / 下午 PM</p> <hr/> 日/月/年 dd/mm/yyyy <input type="checkbox"/> (b) 郵寄 By Post 註冊證 / 註冊證明書會以平郵方式寄至申請人的註冊地址。 請以支票支付補發費用。支票抬頭請寫「社會工作者註冊局」，並於支票背面寫上申請人姓名及註冊編號，恕不接受期票。 The Card / Certificate will be sent to the applicant's registered address by ordinary mail. Please pay the reissue fee by cheque, payable to "Social Workers Registration Board", with the applicant's name and registration number written on the back. Post-dated cheque will not be accepted.		

乙部：聲明 Part B : Declaration

本人聲明申請補發註冊證 / 註冊證明書，原因如下：

I declare that I apply for re-issue of Registration Card / Certificate of Registration for the following reason(s):

(a) 遺失 Lost

註：如日後尋回註冊證明書，本人將盡快交回註冊局 (只適用於遺失註冊證明書)

Remark: I shall return the Certificate of Registration to the Board as soon as possible if found in future (for loss of the certificate only)

(b) 其他，請說明 Others (please specify:-)

申請者簽署 Signature of applicant

日期(日/月/年) Date (dd/mm/yyyy)