



Hong Kong Internet  
Registration Corporation Limited  
香港互聯網註冊管理有限公司

## Application Form for Domain Name Authorisation Code 申請「域名授權編號」表格

*(You have to fill in this form only if you want the Authorisation Code to be sent to an email address that is different from the registrant email address you provided before.  
若您希望域名授權密碼發放至域名登記人聯絡電郵以外的電郵地址，您才須要填寫此表格)*

*(If you have questions in the form, please contact us on +852 2319 2303 or email to [info@hkirc.hk](mailto:info@hkirc.hk)  
(如填寫此表格時有任何疑問，請致電+852 2319 2303 或電郵至 [info@hkirc.hk](mailto:info@hkirc.hk) 以聯絡我們)*

The personal information provided by the applicant will only be used for application, contact and records in the registry system.

For details, please refer to our Privacy Policy and Personal Data Collection Statement.

Privacy Policy : [https://www.hkirc.hk/en/privacy\\_policy/](https://www.hkirc.hk/en/privacy_policy/)

Personal Information Collection Statement :

[https://www.hkirc.hk/en/Personal\\_Information\\_Collection\\_Statement/](https://www.hkirc.hk/en/Personal_Information_Collection_Statement/)

申請者所提供之個人資料將只會用於是次申報流程、聯絡及註冊處系統登記之用。有關詳情，請參閱我們的《私隱權政策》及《收集個人資料聲明》：

《私隱權政策》：[https://www.hkirc.hk/zh-hant/privacy\\_policy/](https://www.hkirc.hk/zh-hant/privacy_policy/)

《收集個人資料聲明》：

[https://www.hkirc.hk/zh-hant/Personal\\_Information\\_Collection\\_Statement/](https://www.hkirc.hk/zh-hant/Personal_Information_Collection_Statement/)

(English Version)

**To: Hong Kong Internet Registration Corporation Limited (“HKIRC”)**

**Email: info@hkirc.hk**

**Fax: (852) 2319 2626**

**Re: Application for Domain Name Authorisation Code**

**I am a Director or authorised person of the Company, represent and warrant that I possess the authority to act as the domain name holder of the named domain name below and to apply for its respective Authorisation Code.**

**OR**

**I am the domain name holder, holding the below domain name, and am applying for its respective Authorisation Code.**

*(Authorisation Code is similar to a password. Releasing this code to a party would mean you authorise the party to manage your domain name)*

**Domain Name:** \_\_\_\_\_ .hk

**Name of Domain Name Holder:** \_\_\_\_\_

*(A company name for organisational domain name holder or a legal name for individual domain name holder)*

**Document Type and Document Number Showing Your Legal Existence:**

**Type:** \_\_\_\_\_ **Number:** \_\_\_\_\_

*(The type and number should be the same as what you provided upon registering the domain name, e.g. BR 12345678)*

**Please send the new password by email to the following email address:**

**Email Address:** \_\_\_\_\_

*(For security reason, please put one email address only. We will only send to the first email address if more than one is input)*

**Contact Person:** \_\_\_\_\_

**Contact Phone No.:** \_\_\_\_\_

*(The purpose of collecting the phone no. is to contact you in case there is any problem with this application. We will not transfer this information to other irrelevant party)*

A copy of the above quoted registration document (e.g. BR, HKID<sup>1</sup>) shall be attached as a supporting document. If you are an overseas company or individual, the document proving your legal existence should be in English or an English translation of the copy should be provided. For an overseas company, please also provide document (in English) proving that the signatory is the director of the company.

Company Chop or Personal  
Identity No.<sup>2</sup>

\_\_\_\_\_  
(Signature of applicant or Director representing applicant)

\_\_\_\_\_  
Date: \_\_\_\_\_

(Name in Block Letter)

<sup>1</sup> Instead of attaching the identity card copy with your application, you can choose to present the original copy of the HKID card to the staff at HKDNR's office.

<sup>2</sup> If the domain holder is an individual - You can hide a maximum of 2 numbers in the I.D. card number string by putting a '\*' if you like.

(中文表格)

致：香港互聯網註冊管理有限公司（“HKIRC”）

電郵：info@hkirc.hk

傳真：(852) 2319 2626

## 申請域名授權編號

我是下述域名持有人的公司董事或授權人，我現代表域名持有人，並證明我擁有代表域名持有人的權力，以申請域名授權編號。

或

本人是下述域名的域名持有人，現申請域名授權編號。

(域名授權編號乃是一組用以代表域名持有人已把域名的管理權授予持有此編號的人)

域名：\_\_\_\_\_ .hk

域名持有人名稱：\_\_\_\_\_

(若公司為持有人請填寫公司名稱，個人持有人則填寫個人名稱)

持有人以證明其法定地位的文件類別及文件號碼：

類別：\_\_\_\_\_ 編號：\_\_\_\_\_

(這文件類別及號碼必須與您申請域名時輸入的文件類別及號碼相同，例如商業登記號碼12345678)

請把授權編號電郵至以下電郵地址：

電郵地址：\_\_\_\_\_

(因安全理由，請只填寫一個電郵地址。若您填寫多於一個電郵地址，我們只會把授權編號傳送至您填寫的第一個電郵地址)

聯絡人名稱：\_\_\_\_\_

聯絡人電話號碼：\_\_\_\_\_

(收集電話號碼的目的，乃用於在處理申請過程中遇到疑問時能以電話與您聯絡，我們不會把這資料給予與此無關的第三方)

請把證明域名持有人法定地位的文件副本(如商業登記證、香港身份證<sup>3</sup>)隨此申請表一并遞交。若您是海外公司或個人，您須遞交以證明您法定地位的英文文件或其英文譯本，亦須附上證明簽署人為董事的英文文件或其英文譯本。

公司印鑑或個人身份  
證號碼<sup>4</sup>

\_\_\_\_\_  
(申請人之公司授權人或個人簽署)

\_\_\_\_\_ 日期: \_\_\_\_\_

(正楷名稱)

<sup>3</sup> 可選擇親臨 HKDNR 辦事處出示香港身份證明文件正本

<sup>4</sup> 若域名持有人是個人 - 可隱藏最多身份證號碼串中的兩個號碼。隱藏號可以「\*」替代。

**Please always keep the Authorisation Code  
Confidential when you receive it**

當您取得密碼後，請加以保密及妥善保存