CUSTOMS AND EXCISE DEPARTMENT
HONG KONG

Appointment for Customs Attendance

致 : 稅務監察及審計組（傳真號碼：3525 1290）
To : Excise Compliance and Audit Division (Fax No. : 3525 1290)

由 From:
電話 Tel. No.:
傳真 Fax No.:
電郵地址 Email Address:
聯絡人 Contact Person:

請安排海關人員監督以下稅務工作:
Please arrange a Customs officer to supervise the following excise operation:

- [ ] 抽取樣本
  - Draw Sample
- [ ] 檢查貨物標記
  - Check Marking
- [ ] 檢查應課課稅品
  - Checking of Dutiable Goods
- [ ] 刪除“HKDNP”字樣
  - Deletion of “HKDNP” Marks
- [ ] 押運應課課稅品
  - Escort of Dutiable Goods
- [ ] 放行應課課稅品
  - Release of Dutiable Goods
- [ ] 酒類變性
  - Denaturing of Liquors
- [ ] 銷毀應課課稅品
  - DC Destruction
  - 請註明銷毀前工序：
    - (______________________)
  - 堆填地點：
    - (______________________)
  - DC Destruction
    - Location of dumping (______________________)
- [ ] 其他
  - Others
  - (______________________)

工序地點
Place of Operation:

日期 / 時間
Date / Time:

應課稅品種類 / 數量
Description / Qty of Dutiable Goods:

許可證編號
Permit No.:

附註 Remarks :

只供香港海關填寫 For official use only

確認上述預約。
Confirmation of the above appointment.

( [ ] 請選擇適用者加上“√”號 tick as appropriate)

CED 383 (Rev. 12/2020)
Personal Information Collection Statement

Purpose of Collection
1. The personal data provided by means of this form as well as any updates of them will be used by the Customs and Excise Department for the following purposes:
   (a) activities relating to the processing of your application of appointment for customs attendance and other duties performed by the Customs and Excise Department; and/or
   (b) facilitating communication between the Customs and Excise Department and yourself.

2. Matching procedure within the meaning of the Personal Data (Privacy) Ordinance (the Ordinance) may be employed to facilitate the processing of the data for the above mentioned purposes. Matching procedure means the comparison of personal data provided by the applicant with the existing records (e.g. conviction record) kept by the Department, other departments/organisations to ensure that the applicant is satisfied with the requirements of the application.

3. It is obligatory for you to supply the personal data as required by this form. If you do not provide sufficient information, we may not be able to process your application.

Classes of Transferees
4. The personal data you provide by means of this form may be disclosed to other Government departments and agencies for the purposes mentioned in paragraph 1 above; or where such disclosure is authorized or required by law.

Access to Personal Data
5. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in this form.

Enquiries
6. Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:
Departmental Secretary
Office of Departmental Administration
Customs and Excise Department
31/F., Customs Headquarters Building,
222 Java Road,
North Point, Hong Kong
Telephone: 3759 3841   Fax: 3108 2305