

This form should be submitted to Unit 2503-05, 25th Floor, AIA Tower, 183 Electric Road, North Point, Hong Kong. For application by post, please **affix sufficient stamp** to ensure delivery in order. You can also submit your application via the electronic submission channel at (<https://eform.one.gov.hk/form/had104/en/>).

Application No.

MISCELLANEOUS LICENCES ORDINANCE & REGULATIONS
Chapter 114, Laws of Hong Kong

To the public officer appointed by the Secretary for Home and Youth Affairs

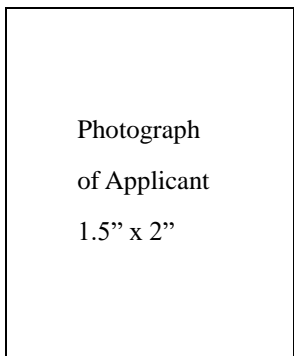
APPLICATION FOR PUBLIC DANCE HALL/DANCING SCHOOL LICENCE

(To be submitted in DUPLICATE together with FOUR layout plans of the proposed premises)

BEFORE completing this application **READ** the **NOTE** below.

Section A - Particulars of Applicant

1. Name of Applicant: English:
(Surname) (First Name)
Chinese: Title:Mr/Miss/Mrs
2. Sex: Male/Female 3. Age: 4. Date of Birth :
5. Place of Birth: 6. Nationality:
7. Occupation:
8. H.K. Identity Card/Passport Number:
9. Commercial Code Number:
10. Residential Address:
11. Office Address:
12. Telephone Numbers: Home Office
13. Have you ever been convicted of an offence? Yes/No
If 'yes', give details of date(s) of conviction, offence(s) and penalty:
14. Are you holding other licences issued by the Commissioner of Police or the public officer appointed by the Secretary for Home and Youth Affairs? Yes/No
If 'yes', state the type of licences and the issuing authority:
15. Have you applied to the Commissioner of Police or the public officer appointed by the Secretary for Home and Youth Affairs for other licences before? Yes/No
If 'yes', state types of licences and the date of application:
16. Do you have any experience in operating the type of business or working at premises for which a Public Dance Hall/Dancing School Licence is required? Yes/No
If 'yes', state your experience in detail:



- 17. Do you know the regulations and conditions relating to the Public Dance Hall/Dancing School Licence? Yes/No
- 18. Will you abide by these conditions and regulations if a licence is granted to you: Yes/No
- 19. Will you invite partners to operate the proposed public dance hall/dancing school? Yes/No

If 'yes', state the particulars of your partners:

	Name	I/D Card No.	Address	Telephone No.
(i)
(ii)
(iii)
(iv)

- 20. Approximately how much capital you and your partners intend to invest in the proposed public dance hall/dancing school?
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Section B - Particulars of the proposed Premises

- 1. Location of Promises:
- 2. Name of Establishment:
- 3. Approved use of premises: domestic/non-domestic
- 4. Total floor area of premises: Square feet
- 5. Total unobstructed dancing area: square feet
- 6. Total number of exit routes and staircases provided for the premises
- 7. Do you know the floor loading of the premises? Yes/No
If 'yes', state the loading: lbs. per sq.ft.
- 8. Are you the owner, tenant or sub-tenant of the premises? Owner/Tenant/Sub-tenant
- 9. Are the plans submitted together with this application prepared by an Authorized Architect? Yes/No
- 10. If you are the tenant or sub-tenant, is the owner aware of the proposed use of the premises? Yes/No

I certify that the information supplied by me in this application is to the best of my knowledge and belief, both true and correct.

Date:

Signature of Applicant:

Note:

- 1. You are advised to refer to the Miscellaneous Licences Ordinance and Regulations, Cap. 114, Laws of Hong Kong.
- 2. This application should be submitted together with 4 copies of layout plans of the proposed premises and the plans should be drawn to scale to indicate:
 - (a) the dancing floor area;
 - (b) the seating arrangement;
 - (c) the sanitary facilities and
 - (d) the fire exit doors, routes and staircases of the proposed premises.Duly completed forms and supporting documents can be submitted to the Office of the Licensing Authority of Home Affairs Department **either by mail or in person**. For application by post, please **affix sufficient stamp** to ensure delivery in order. As we require original application forms which bear the personal signature of the applicant, application by fax is not accepted.
- 3. You are wanted that any material falsification or omission of information may result in the refusal by the public officer appointed by the Secretary for Home and Youth Affairs to grant a licence.
- 4. You are strongly advised not to make any alterations to the premises or any arrangements involving financial commitment before your application is approved in principle.
- 5. If the public officer appointed by the Secretary for Home and Youth Affairs decides to grant a licence, a fee of HK\$4,300 (Public Dance Hall Licence)/HK\$1,500 (Dancing School Licence) will be payable to the Government of the Hong Kong Special Administrative Region upon such grant. There is no other fee required. No payment should be made now in respect of your application. If your application is approved, OLA will inform you by letter about payment of licence fee.

【Please attach this form together with your licence application forms for processing.】

To : Commissioner of Police

(Through the Office of the Licensing Authority, Home Affairs Department)

Application for Public Dance Hall / Dancing School Licence

I hereby authorize the Commissioner of Police to release full particulars of my criminal convictions (if any) to the public officer appointed by Secretary for Home and Youth Affairs and Home Affairs Department.

Signature : _____

Name : _____

HKID Card / Passport No.: _____

Date : _____

【Please attach this form together with your licence application forms for processing.】

Contact Details of Applicant

Applicant (Please attach 2 copies of HKID Card/Passport)

Name of Applicant : Mr./Mrs./Miss/Ms. * :	_____
Name in Chinese :	_____
Office Address :	_____ _____
Home Telephone No. :	_____
Office Telephone No. :	_____
Fax No. :	_____
Mobile Phone No. :	_____
Email address	_____

Notes :

1. The personal data provided above will be used for facilitating communication between Government and the applicant on the above application and other relevant licensing matters. Please complete the form in full. Otherwise, we may not be able to contact you.
2. The personal data you provide may be transferred to other Government departments for the purposes mentioned above.
3. For correction of or access to personal data given by you in this form, please contact Licensing Officer (Miscellaneous)1 of the Office of the Licensing Authority, Home Affairs Department at 2117 2977.

* Please delete whichever is inapplicable.