

**NOTICE OF APPEAL UNDER SECTION 84(1) OF  
THE PRIVATE COLUMBARIA ORDINANCE (CAP. 630)**

根據《私營骨灰安置所條例》（第 630 章）  
第 84(1)條提交的

上訴通知書

Form No. S84-1  
表格第 S84-1 號  
(10.2019)

<i>For Official Use Only</i> 請勿填寫此欄	Reference No. 檔案編號	(To be filled by Secretariat)
	Date Received 認收日期	(由秘書處填寫)

- Please read the "**Guidance Notes**" carefully before completing the Notice of Appeal. For enquiries, please contact the Secretary to the Private Columbaria Appeal Board (Tel: 2205 2338).  
請在填寫上訴通知書前，細閱「**上訴須知**」。如有查詢，請致電 2205 2338與私營骨灰安置所上訴委員會秘書聯絡。
- This form and the "Guidance Notes" can be downloaded from the website of the Private Columbaria Appeal Board (www.pcab.hk)  
此表格及「上訴須知」可從私營骨灰安置所上訴委員會的網頁(www.pcab.hk)下載。

## 1. Particulars of Appellant (see Section 84(1) of the Ordinance and paragraph 3 of the "Guidance Notes") 上訴人的詳細資料 (見條例第84(1)條及「上訴須知」第三段。)

Name 姓名/名稱 (Mr./Mrs./Miss/Ms./Company/Organisation\* 先生/夫人/小姐/女士/公司/機構\*)

Identity Document/ Business Registration Certificate#/ Certificate of Incorporation\* No.  
身份證明文件/商業登記證#/公司註冊證\*號碼

Postal Address 通訊地址

Tel. No. 電話號碼

Fax. No. 圖文傳真號碼

Email Address 電郵地址

Contact Person 聯絡人 (For company/organisation only 只適用於公司/機構)

Name 姓名 (Mr./ Mrs./ Miss/ Ms.\* 先生/夫人/小姐/女士\*).....

Position in company/organisation 公司/機構職位 .....

## 2. Particulars of Appellant's Authorised Representative (if any) 上訴人授權代表(如有)的詳細資料(倘有授權代表)

Name 姓名/名稱 (Mr./Mrs./Miss/Ms./Company/Organisation\* 先生/夫人/小姐/女士/公司/機構\*)

Identity Document/ Business Registration Certificate#/ Certificate of Incorporation\* No.  
身份證明文件/商業登記證#/公司註冊證\*號碼

Postal Address 通訊地址

Tel. No. 電話號碼

Fax. No. 圖文傳真號碼

Email Address 電郵地址

Contact Person 聯絡人 (For company/organisation only 只適用於公司/機構)

Name 姓名 (Mr./ Mrs./ Miss/ Ms.\* 先生/夫人/小姐/女士\*).....

Position in company/organisation 公司/機構職位 .....

Please enter "N.A." for any inapplicable part 請在不適用的部分填寫「不適用」

\* Delete where inappropriate 請刪去不適用者

# Please provide "Certificate of Incorporation No." instead of "Business Registration certificate No." if the subject is a "limited company".

如單位屬「有限公司」，請提供「公司註冊證號碼」，而不是「商業登記證號碼」。

**3. Name of Subject Private Columbarium (if applicable) 涉及的私營骨灰安置所名稱 (如適用)**

**4. Details of the Decision Appealed Against**  
上訴所反對的決定的有關詳情

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**5. The Grounds of the Appeal (Please set them out in full and use separate sheets if necessary) (see section 84(3)(a) of the Ordinance)**  
上訴的理由 (請列寫全部, 如有需要, 請另頁說明) (見條例第84(3)(a)條)

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**7. A List of documents (with copy) that the Appellant Intends to Rely on in Support of the Appeal**

(Where relevant, please explain why it is not practicable to annex to this Notice of Appeal any of the documents relied upon by the Appellant and, identify when such documents can be expected to be provided, where appropriate.) (see section 84(3)(b) of the Ordinance)

上訴人擬倚據的文件清單 (連文件複本)

(如屬相關，請解釋為何把其所倚據的某些文件列為回應的附件並非切實可行，以及在適當情況下指出何時可提供該等文件。) (見條例第84(3)(b)條)

**8. Particulars of Every Witness (if any) whom the Appellant Intends to Call at the Hearing (see section 84(3)(c) of the Ordinance)**

上訴人擬在有關聆訊中傳召的每名證人(如有)的詳情 (見條例第84(3)(c)條)

Name 姓名 (Mr./Mrs./Miss/Ms. \* 先生/夫人/小姐/女士\*) (Witness No. 1 第 1 號證人)

Mailing Address (if known) 通訊地址 (如知悉的話)

Tel. No. (if known) 電話號碼 (如知悉的話)

Fax No. (if known) 圖文傳真號碼 (如知悉的話)

Name 姓名 (Mr./Mrs./Miss/Ms. \* 先生/夫人/小姐/女士\*) (Witness No. 2 第 2 號證人)

Mailing Address (if known) 通訊地址 (如知悉的話)

Tel. No. (if known) 電話號碼 (如知悉的話)

Fax No. (if known) 圖文傳真號碼 (如知悉的話)

Please use separate sheets if there are more than two witnesses 如多於 2 位證人，請另頁填寫

Please enter "N.A." for any inapplicable part 請在不適用的部分填寫「不適用」

\* Delete where inappropriate 請刪去不適用者

**9. Signature 簽署**

Appellant / Authorised Representative\*  
 上訴人/獲授權代表\*

Signature

簽署 .....

Name  
姓名

.....

Please fill in block letters 請以正楷填寫

Position (if applicable)

職位 (如適用) .....

On behalf of

代表 .....

Company/ Organisation Name and Chop

(if applicable)

公司/機構名稱及蓋章 (如適用)

Date

日期 .....

\* Delete where inappropriate 請刪去不適用者

**Statement on Personal Data****個人資料的聲明**

- The personal data submitted to the Private Columbaria Appeal Board (“the Appeal Board”) in this appeal will be used by the Appeal Board/Government departments for the following purposes:
  - the processing of this appeal which may include making available the name of the Appellant in the hearing of the appeal and the decision of the Appeal Board, which will be published to the public; and
  - facilitating communication between the Appellant and the Secretary to the Appeal Board/ Government departments in accordance with the provisions of the Private Columbaria Ordinance (Cap. 630) and Rules on Practice and Procedure of the Appeal Board.
 私營骨灰安置所上訴委員會(“上訴委員會”)就這宗上訴收到的個人資料會由上訴委員會/政府部門根據《私營骨灰安置所條例》(第630章)及上訴委員會的《實務及程序規則》作以下用途:
  - 處理這宗上訴,可能包括在上訴委員會聆訊中及決定中提供上訴人的姓名,而有關決定將會公開;及
  - 方便上訴人與上訴委員會秘書/政府部門之間進行聯絡。
- The personal data provided in this appeal may also be disclosed to other persons for the purposes mentioned in paragraph 1 above.  
 就這宗上訴中獲提供的個人資料,或亦會向其他人士披露,以作上述第 1 段提及的用途。
- A person lodging a Notice of Appeal or an Appellant has a right of access and correction with respect to his/ her personal data as provided under the Personal Data (Privacy) Ordinance (Cap. 486). Request for personal data access and correction should be addressed to the Secretary to the Appeal Board at 11/F, THE HUB, 23 Yip Kan Street, Wong Chuk Hang, Hong Kong. For details, please refer to [http://www.pcab.hk/doc/e\\_pics.pdf](http://www.pcab.hk/doc/e_pics.pdf).  
 根據《個人資料(私隱)條例》(第 486 章)的規定,提交上訴通知書的人士或上訴人有權查閱及更正其個人資料。如欲查閱及更正其個人資料,應向上訴委員會秘書提出有關要求,其地址為香港黃竹坑業勤街23號THE HUB 11樓。詳情請參閱[http://www.pcab.hk/doc/c\\_pics.pdf](http://www.pcab.hk/doc/c_pics.pdf)。