



香港汽車會

HONG KONG AUTOMOBILE ASSOCIATION

Est. 1918

MEMBER OF



### One-stop shop to take care of your “Application for Renewal of Vehicle Licence”

HKAA is going to launch the captioned new service for members. \* Collection of documents will be arranged through a courier company. Interested parties simply follow the steps listed below.

1. Send by e-mail copies of the following documents, and receipt of \$250 handling charge to [membership@hkaa.com.hk](mailto:membership@hkaa.com.hk) or whatsapp 6012 8648 :

a.	Vehicle Registration Document;
b.	Proof of present address that is issued not more than three months from the date of application (includes utility or telecommunication bills, or documents issued by banks);
c.	Identity document (e.g. HKID) or Certificate of Company Registration;
d.	Valid Third Party Risks Insurance Policy or Cover Note; and
e.	Transfer \$250 handling charge to HKAA’s HSBC account (002-219889-001) or FPS 5714118.

2. We shall fill the member’s particulars in Form TD558 which shall then be e-mailed or whatsapp to the member for his/her signature.

3. A courier company will \* collect the following **original** documents on behalf of HKAA :

a.	The renewal fee (payment by cheque/cashier order should be crossed and made payable to “The Government of the HKSAR” or “The Government of the Hong Kong Special Administrative Region” );
b.	The signed “Application for Renewal of Vehicle Licence” (TD558);
c.	Original Vehicle Registration Document with the signature of the car owner; and
d.	“Certificate of Fitness” for vehicle licence renewal (applicable to private cars manufactured not less than 6 years before the date with effect from which the private cars are to be licensed).

4. Upon receipt of the documents referred to in item 3, we will submit an application via the drop-in boxes. The Transport Department will send out the licence/permit for which application has been successful by registered mail as soon as practicable.

For enquiries, please call : 3469-7118 / Whatsapp : 6012-8648 /  
e-mail : [membership@hkaa.com.hk](mailto:membership@hkaa.com.hk)

#### \*Notes for attention :

- (1) \$250 handling charge is limited for business districts;
- (2) There will be an additional charge of \$20/collection/delivery for the following residential districts : Central & Western district, Wan Chai, Eastern district, Southern district, Yaumati/TST/Mongkok, Shum Shu Po, Kowloon City, Kwun Tong, Tsuen Wan, Sha Tin and Kwai Tsing; and
- (3) There will be an additional charge of \$30/collection/delivery for residential districts other than the above item 2.