

Part 1 (To be completed by the applicant who should be the promoter of the excavation work but not the Authorized Person, Consultant or Contractor)

To: Chief Highway Engineer/*HK /*KIn /*NT
 Highways Department
 (Attn.: Permit Clerk)

From: _____ Date: _____
 (Name of the Applicant)

Name: _____ Office phone no.: _____ Mobile phone no.: _____
 (Contact Person)

Fax. No.: _____

Excavation Permit Application for Extremely Urgent Works

Justifications: _____

(Note: *Delete as appropriate)

Part 2 (To be completed by HyD Staff)

Reply Slip

To: The Applicant _____ Date: _____

The above application is accepted and is being processed.

[**Reminder:** Applicant should immediately approach the Hong Kong Police Force (HKPF) and Transport Department (TD) to seek traffic advice (*for works not affecting carriageway, the applicant only needs to seek HKPF's comments but doesn't need to seek TD's advice*). For contact information (*such as address and phone number*) of HKPF and TD, see Appendix 5.4.1 of Chapter 5, Section 4 of Excavation Permit Processing Manual. Demand Note will be issued upon receipt of comments from the concerned departments.]

The above application is rejected.

Reason: _____

[Note: Please follow the procedures stated in Chapter 5, Section 1 of Excavation Permit Processing Manual, if you still wish to apply for an excavation permit.]

for Director of Highways : _____
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