

The Protection of Endangered Species of Animals and Plants (Amendment) Ordinance 2018**Application Guideline for Licence to Import/Re-export for Antique Ivory**Application Documents

The applicant should submit the following documents to this Department:

- Completed application form (import: AF243/ re-export: AF244) (application forms are available on the website of this Department);
- Photos of the ivory in electronic format (the image must be in JPEG format, 24-bit RGB true colour image with a minimum resolution of 72dpi; image size must be 1024 px (W) × 768 px (H) with an aspect ratio of 4:3; file size must be less than 3 MB);
- Photocopy of the documentary evidence showing that the ivory meets the definition of antique ivory, such as a qualified appraisal, other method that documents the age of the ivory by establishing the provenance of the article, or results of tests using scientifically approved aging methods carried out by an accredited laboratory or facility;
- Photocopy of the proof of legal acquisition of the ivory, such as Pre-Convention Certificates, transaction invoices etc.; and
- Photocopy of the identity document of the applicant, such as Hong Kong Identity Card, Business Registration Certificate etc. .

Application Submission

The applicant may submit the application through the following channels:

- In person or mail to: Endangered Species Protection (Licensing) Division, Agriculture, Fisheries and Conservation Department, 5/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong (Office hour: From Monday to Friday : 08:30 – 12:30; 13:30 – 17:45);
- Fax to: (852) 2376 3749; or
- E-mail to: hk_cites@afcd.gov.hk
- Online application form:
https://www.afcd.gov.hk/english/conservation/con_end/con_end_lc/con_end_lc_app/con_end_lc_app.html

Inspection Arrangement

- Antique ivory must be inspected by an authorized officer upon arrival in Hong Kong or before departure.
- Import: The importer should make an appointment for an inspection with this Department at least 2 working days in advance (telephone no.: 2116 0175 for shipments imported by air; 2673 4443 for shipments imported through land boundary and 2150 6986 for other shipments), and at the time of inspection, surrender the original of the Licence to Import and the Pre-Convention Certificate to the authorized officer. Invoice, packing list and other relevant shipping documents should also be produced. The shipment can be imported legally only after an authorized officer has inspected the ivory to compare it with the particulars on the aforesaid documents and is satisfied that the particulars tally.
- Re-export: The exporter should make an appointment for an inspection with this Department at least 2 working days in advance (telephone no.: 2150 6986), and at the time of inspection, produce the original of the Licence to Re-export and surrender its duplicate to the authorized officer. Invoice, packing list and other relevant shipping documents should also be produced. The shipment can be re-exported legally only after an authorized officer has inspected the ivory to compare it with the particulars on the aforesaid documents and is satisfied that the particulars tally.

Licence Collection

If this Department issues a licence, the applicant will be notified to pay the licence fee (\$170 for import/ \$160 for re-export/ \$135 for renewal or variation per licence), and collect the licence in person at Endangered Species Protection (Licensing) Division.

Points to Note

- This Department will issue a licence only if all the required documents have been received and verified, and that this Department is satisfied that the ivory is an antique ivory and was legally acquired.
- The applicant has the responsibility to provide sufficient information for this Department to process the application.
- The validity of a Licence to Import/ Re-export for antique ivory is six months at most.

Agriculture, Fisheries and Conservation Department

10 November 2021