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|  | **For official use only** |

**PL**

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|  | | | | | Animal specimens | | | □ | |
| **Application for a LICENCE TO POSSESS** | | | | | Plant specimens | | | □ | |
| **Protection of Endangered Species of Animals and Plants Ordinance, Cap. 586** | | | | |
| **Please read the attached notes before filling in this application form** | | | | | | | | | | |
| 1. Name of Applicant/Company & Address | | | | 2. Address of Keeping Premises | | | | | | |
| Contact Person’s Name …………………………………………………………  Telephone: ......................................... Fax: ....................................................  E-mail Address ………………………………………………………………….. | | | |  | | | | | | |
| 3. H.K. Business Registration No. of Company .................................................  or  Identity Card/Passport No. of Applicant ............................................................. | | | | 4. Purpose : (Please refer to attached notes) .......................................................... | | | | | | |
| **Details of Animals and Plants specimens ( If more than one species, please fill in annex)** | | | | | | | | | | |
| No.1 | 5. (a) The specimens were acquired under the following licence:  Licence to Possess No.: APO/PL.................................... OR Licence to Import No. : APO/IL ...................................  (b) Invoice No. and Date of specimens under application relating to the previous supplier to the applicant  …….......................................................................................................................................................................................................................................... | | | | | | | | | |
| 6. Species of animal/plant  (a) Scientific Name | | | 7. CITES # Appendix No.  (I, II or III) and source  (please refer to attached notes) | | 8. Description of specimens  (e.g. live ) | | | 9. Maximum Quantity :  number (head),  weight (kg), etc. | |
|  | (b) Common Name | | |
| I have read the attached notes and warning and I declare that all the particulars given above are true and correct. I understand that any licence, if issued, is valid only when  all the licence conditions stipulated on the licence are fully complied with. | | | | | | | | | | |
| Signature of Applicant :................................................................... | | | Company chop | | | | Date : ........................................................  (DD/MM/YYYY) | | | |
| **For official use only** | | | | | | | | | | |
| Date Received | | Remarks/Additional Information | | | | | Licence prepared : | | | |
|  | |  | | | | | APO/PL ...................................................... | | | |
|  | |  | | | | | Date : .........................................................  (DD/MM/YYYY) | | | |
|  | |  | | | | | By : ............................................................ | | | |

# CITES : Convention on International Trade in Endangered Species of Wild Fauna and Flora

Agriculture, Fisheries and Conservation Department

AF 246 (Rev. 11/2019)

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|  | | | | **For official use only** | | | |
| **AF246**  **Annex of Application Form (AF246) for a LICENCE TO POSSESS** | | | |  | | **PL** | |
| **Please read the attached notes before filling in this application form** | | | | | | | |
| No.\_\_ | 5. (a) The specimens were acquired under the following licence:  Licence to Possess No.: APO/PL.................................... OR Licence to Import No. : APO/IL ...................................  (b) Invoice No. and Date of specimens under application relating to the previous supplier to the applicant  …….......................................................................................................................................................................................................................................... | | | | | | |
| 6. Species of animal/plant  (a) Scientific Name | | 7. CITES # Appendix No.  (I, II or III) and source  (please refer to attached notes) | 8. Description of specimens  (e.g. live) | | | 9. Maximum Quantity :  number (head),  weight (kg), etc. |
|  | (b) Common Name | |
| No.\_\_ | 5. (a) The specimens were acquired under the following licence:  Licence to Possess No.: APO/PL.................................... OR Licence to Import No. : APO/IL ...................................  (b) Invoice No. and Date of specimens under application relating to the previous supplier to the applicant  …….......................................................................................................................................................................................................................................... | | | | | | |
| 6. Species of animal/plant  (a) Scientific Name | | 7. CITES # Appendix No.  (I, II or III) and source  (please refer to attached notes) | 8. Description of specimens  (e.g. live ) | | | 9. Maximum Quantity :  number (head),  weight (kg), etc. |
|  | (b) Common Name | |
| I have read the attached notes and warning and I declare that all the particulars given above are true and correct. I understand that any licence, if issued, is valid only when all the licence conditions stipulated on the licence are fully complied with. | | | | | | | |
| Signature of Applicant :................................... | | Company chop | | | Date : ...............................................  (DD/MM/YYYY) | | |

# CITES : Convention on International Trade in Endangered Species of Wild Fauna and Flora

Agriculture, Fisheries and Conservation Department

AF 246 (Rev. 11/2019)

**Notes to Application Form of Endangered Species (LICENCE TO POSSESS)**

**NOTES TO APPLICANT**

1. Information should be written or typed in BLOCK LETTERS in English. (English, French and Spanish are CITES#’s official and working languages.)
2. Applicant shall apply a separate Licence to Possess for each keeping premises.
3. Photocopies of all supporting documents (e.g. Licence to Import or Supplier’s Licence to Possess and invoices or documents showing all the transactions, etc.) should be submitted with the application.
4. Normally 2 working days will be required for processing an application. However, delays may be resulted if the application is incomplete or supporting documents are lacking. A longer processing time may be required if the application involves checking with other CITES# Management Authorities or the CITES# Secretariat, or inspection of the specimens or the keeping premises.
5. Appropriate fee will be charged for the issuance of a licence. For the latest licence fees, please refer to this department website http://www.cites.hk/.
6. Application can be submitted by:
7. Mail or in person to Licensing Section, Endangered Species Protection Division, Agriculture, Fisheries and Conservation Department, 5/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong;
8. Fax to 2376 3749; or
9. Email to applycites[@afcd.gov.hk](mailto:@afcd.gov.hk) .
10. For enquiries, please call 1823 or 2150 6973, fax to 2376 3749 or email to [hk\_cites@afcd.gov.hk](mailto:hk_cites@afcd.gov.hk) .

**PERSONAL INFORMATION COLLECTION STATEMENT**

1. The Information provided by you will be used for the purposes relating to the application for CITES# licences in this department.
2. The provision of personal data is voluntary. If you do not provide sufficient information, this department may not be able to process your application.
3. The said information of any part thereof may be supplied by this department to other government departments, overseas CITES# Management Authorities or CITES# Secretariat for investigation or statistics purposes.
4. Subject to exemptions under the Personal Data (Privacy) Ordinance, you have a right of access and correction with respect to personal data.
5. Request for personal data access and correction should be addressed to Licensing Section, Endangered Species Protection Division of Agriculture, Fisheries and Conservation Department at 5th Floor, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon. Telephone: 1823 / 2150 6973. Please also quote your reference number in this department.

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| **WARNING**   1. The issue of a licence is NOT automatic and application may be refused. Applicant SHOULD NOT import, export or possess any scheduled species unless and until a licence has been granted or exemped. Failure to observe this may lead to prosecution, fine and forfeiture of the species concerned. 2. The Director of Agriculture, Fisheries and Conservation Department may cancel a licence if he is satisfied that the licence was issued as a result of false representation of any fact made by the applicant or an unlawful act of the applicant. |

**Notes to Application Form of Endangered Species (LICENCE TO POSSESS)**

**Codes for Purpose of Transaction**

|  |  |  |  |
| --- | --- | --- | --- |
| **B** | Breeding in captivity or artificial propagation | N | Reintroduction or introduction into the wild |
| **E** | Educational | **P** | Personal |
| **G** | Botanical garden | **Q** | Circus and travelling exhibition |
| **H** | Hunting trophy | S | Scientific |
| **L** | Law enforcement / judicial / forensic | **T** | Commercial |
| **M** | Medical (including biomedical research) | **Z** | Zoo |

**Codes for Source**

|  |  |  |  |
| --- | --- | --- | --- |
| **A** | Plants that are artificially propagated in accordance with CITES# Resolution Conf. 11.11 (Rev. CoP18), as well as parts and derivatives thereof, exported under the provisions of CITES# Article VII, paragraph 5, (specimens of species included in Appendix I that have been propagated artificially for non-commercial purposes and specimens of species included in Appendices II and III) | F | Animals born in captivity (F1 or subsequent generations) that do not fulfil the definition of ‘bred in captivity’ in Resolution Conf. 10.16 (Rev.) , as well as parts and derivatives thereof |
| I | Confiscated or seized specimens |
| O | Pre-Convention specimens |
| R | Ranched specimens: specimen of animals reared in a controlled environment, taken as eggs or juveniles from the wild, where they would otherwise would have had a very low probability of surviving to adulthood |
| **C** | Animals bred in captivity in accordance with CITES# Resolution Conf. 10.16 (Rev.) , as well as parts and derivatives thereof, exported under the provisions of CITES# Article VII, paragraph 5 |
| U | Source unknown **(must be justified)** |
| **D** | Appendix-I animals bred in captivity for commercial purposes in operations included in the CITES# Secretariat’s Register, in accordance with CITES# Resolution Conf. 12.10 (Rev. CoP15), and Appendix-I plants artificially propagated for commercial purposes, as well as parts and derivatives thereof, exported under the provisions of Article VII, paragraph 4, of the Convention | W | Specimens taken from the wild |
| X | Specimens taken in “the marine environment not under the jurisdiction of any State” |
| Y | Specimens of plants that fulfil the definition for “assisted production” in Resolution Conf. 11.11 (Rev. CoP18) as well as parts and derivatives thereof |

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