



Hong Kong Domain Name
Registration Company Limited
香港域名註冊有限公司

APPLICATION FORM FOR DOMAIN AUTHORIZATION CODE / USER ACCOUNT PASSWORD 申請域名授權編號 / 客戶密碼

(If you have questions in filling the form, please contact us on +852 2319 1313 or email to enquiry@hkdnr.hk
(如填寫此表格時有任何疑問，你可致電+852 2319 1313 或電郵至 enquiry@hkdnr.hk 以聯絡我們)

The personal information provided by the applicant will only be used for application, contact and records in the HKDNR internal system.
For details, please refer to our Privacy Policy and Personal Data Collection Statement.

Privacy Policy : <https://www.hkdnr.hk/en/hkdnr/privacypolicy/>

Personal Information Collection Statement :
<https://www.hkdnr.hk/en/hkdnr/personal-information-collection-statement/>

申請者所提供之個人資料將只會用於是次申報流程、聯絡及 HKDNR 系統內部登記之用。
有關詳情，請參閱我們的《私隱權政策》及《收集個人資料聲明》：

《私隱權政策》： <https://www.hkdnr.hk/zho/hkdnr-zho/privacypolicy/>

《收集個人資料聲明》：
<https://www.hkdnr.hk/zho/hkdnr-zho/personal-information-collection-statement/>

(English Version)

To: Hong Kong Domain Name Registration Company Limited (“HKDNR”)

Email: enquiry@hkdnr.hk

Fax: (852) 2319 2626

Re: Application for Domain Name Authorization Code and/or Account Password

I am a Director or authorized person of the Company, represents and warrants that I possess the authority to act as the registrant of the named domain name below and to apply for its associated password / Authorisation Code.

OR

I am the domain name holder holding the below domain name applying for its associated password / Authorisation Code.

☐ **Application for Domain Name Authorization Code** (Authorisation Code is similar to a password. When you release this code to the party that means you authorize the party to manage your domain)

☐ **Application for Account Password** (a new Account Name will be created. This will apply to both domains if they are in bundle)

☐ **Application for Domain Name Authorisation Code and User Account Password** (a new Account Name will be created for applying Account Password)

Domain Name: _____ .hk / .香港

(Please cross out the inappropriate domain extension above)

Name of Domain Name Holder: _____

(A company name for organisational domain name holder or individual name for individual domain name holder)

Document Type and Document Number Showing Your Legal Existence:

Type: _____ **Number:** _____

(It is the type and number on the document showing your legal existence. The type and number should be the same as what you provided upon registering the domain name, e.g. BR 12345678)

Please send the new password by email to the following email address:

Email Address: _____

(For security reason, please put one email address only. We will only send to the first email address if more than one is input)

Contact Person: _____

Contact Phone No.: _____

For Applying for Account Password

After retrieving your new Account password, please login to update domain name information

A copy of the above quoted registration document (e.g. BR, HKID¹) is attached as supporting document. If you are an overseas company or individual, the document proving the legal existence should be in English or with a translated English copy. For an overseas company, please also send document (in English) proving that the signatory is the director of the company.

(Signature of applicant or Director representing applicant)

Date:

(Name in Block Letter)

Company Chop or Personal
Identity No.²

¹ Instead of attaching the identity card copy with your application, you can choose to present the original copy of the HKID card to the staff at HKDNR's office.

² If the domain holder is an individual – You can hide a maximum of 2 numbers in the I.D. card number string by putting a ‘*’ if you like.

(中文表格)

致：香港域名註冊有限公司（“HKDNR”）

電郵：enquiry@hkdnr.hk

傳真：(852) 2319 2626

申請域名授權編號及/或用戶密碼

我是下述域名持有人的公司董事或授權人，我現代表域名持有人，並證明我擁有代表域名持有人的權力，以申請域名授權編號/用戶密碼。

或

本人是下述域名的域名持有人，現申請域名授權編號/用戶密碼。

☐ 申請域名授權編號（域名授權編號乃一組用以代表把域名管理權授予他人的代表編號）

☐ 申請用戶密碼（我們會給予您一個新的用戶編號，若域名是中英組合中的其中一域名，組合中的另一域名亦會使用這個新的用戶編號）

☐ 申請域名授權編號及用戶密碼（我們會給予您一個新的用戶編號）

域名：_____ .hk / .香港

(請刪去不適用的域名結尾)

域名持有人名稱：_____

(若公司為持有人則是公司名稱，而個人為持有人則是個人名稱)

持有人之證明法定地位的文件類別及文件號碼：

類別：_____ 編號：_____

(這文件類別及號碼必須與您申請域名時輸入的文件類別及號碼相同，例如商業登記號碼，12345678)

請把授權編號 / 用戶密碼電郵至以下電郵地址：

電郵地址：_____

(因安全理由，請只填寫一個電郵地址。若您填寫多過一個地址，我們只傳送至您填寫的第一個)

聯絡人名稱：_____

聯絡人電話號碼：_____

申請用戶密碼

當您收到新的用戶密碼後，請登入以更正其他管理聯絡人之資料。

證明域名持有人法定地位的文件副本（如商業登記證、香港身份證³）隨此申請表一并遞交。若您為海外公司或個人，您須遞交以證明您法定地位的英文文件或其英文譯本，亦須附上證明簽署人為董事的英文文件或其英文譯本。

(申請人之公司授權人或個人簽署)

日期: _____

(正楷名稱)

公司印鑑或個人身份
證號碼⁴

³ 可選擇親臨 HKDNR 辦事處出示香港身份證明文件正本

⁴ 若域名持有人是個人 - 可隱藏最多身份證號碼串中的兩個號碼。隱藏號可以「*」替代。

**After getting the password, please keep it
confidential**

當您取得密碼後，請加以保密及妥善保存