

申請中藥材批發商牌照文件核對表

Documentation Checklist

Application for Wholesaler Licence in Chinese Herbal Medicines

請將此文件核對表連同下列文件，與中藥材批發商牌照申請表(表格 1B)一併親身提交 或郵寄衛生署中醫藥規管辦公室。假如你對下述第 1 至 5 項，任何一項的答案是「否」，請附上書面解釋。

Please submit in person or by post this documentation checklist together with the following documents and the **Application Form for Wholesaler Licence in Chinese Herbal Medicines (Form 1B)** to the Chinese Medicine Regulatory Office of the Department of Health. If your answer to any one of the following items 1 to 5 is “No”, please attach an explanation in writing.

你是否已經提交 Have you submitted:	是 Yes	否 No
1. 一份填妥的中藥材批發商牌照申請表 (表格 1B) A duly completed “Application Form for Wholesaler Licence in Chinese Herbal Medicines (Form 1B)”	<input type="checkbox"/>	<input type="checkbox"/>
2. 商業登記證副本 Copy of Business Registration Certificate	<input type="checkbox"/>	<input type="checkbox"/>
3. 只適用於有限公司： For limited company only: (i) 公司註冊證書副本；及 Copy of Certificate of Incorporation; AND (ii) 董事名單副本，例如公司註冊處的表格 NAR1 的副本，或一套表格 NNC1 的副本（如為新成立的有限公司） Copy of Directors’ List, such as Form NAR1 of the Companies Registry or Form NNC1 (in case of a newly established limited company) 或 OR 只適用於獨資經營的公司： For sole proprietorship only: 商業登記署表格 1(a) 副本 Copy of Form 1(a) of Business Registration Office 或 OR 只適用於合夥經營的公司： For partnership only: 商業登記署表格 1(c) 副本 Copy of Form 1(c) of Business Registration Office	<input type="checkbox"/>	<input type="checkbox"/>

	是 Yes	否 No
<p>4. 獨資東主、合夥人或董事及主要職員*的名單(包括中、英文姓名、身分證號碼／護照號碼及職位，如董事為一間公司，請填寫公司名稱及公司編號)</p> <p>Name list of sole proprietor/partners/director(s) and key personnel* (including full names in both Chinese and English, Hong Kong Identity Card Numbers/Passport Numbers and posts. In the case of a director being a corporation, please state the name and Company Number of the corporation)</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>5. 經營處所平面簡圖</p> <p>Brief floor plan of business premises</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>6. 其他資料 (如有):</p> <p>Other Information (if any):</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>

*主要職員包括：管理階層、負責採購、驗收、炮製、貯存及發放中藥材的人員等等。

*Key personnel includes the management, the persons responsible for procurement, inspection and acceptance, processing, storage and dispatch of Chinese herbal medicines, etc.

註： 如有需要，中藥組可要求申請人提交其他證明文件及上述文件的正本，以供核對。

Note: Where necessary, the Chinese Medicines Board may require the applicant to submit other documentary proofs and the originals of the said documents for verification