

Deceased Patient's Attendance Record / Certificate of Hospitalization
(with / without fee payment record) Application Form
親屬申請死者的出席紀錄/住院證明(連同或不連同已付之費用紀錄)表格

1. Particulars of Deceased

死者資料

(a) Name : _____ (English) _____
姓名 Surname 姓氏 Forename 名字 (英文) Chinese 中文姓名

(b) Sex : *Male/Female Age: _____ Date of Birth: _____
性別 : *男/女 年齡 出生日期

(c) Nature of Identity Document and Number: _____
身份證明文件類別及號碼

Please produce in person the original or provide a true copy of the Deceased's identity document and Death Certificate. Please attach a copy of the Deceased's birth certificate if under 18 years of age.

請親身出示死者的身份證明文件及死亡證明書正本或提交真確副本。如死者年齡未滿十八歲，請附上其出生證明書副本。

2. Nature of Application

申請性質

(a) Please tick the appropriate box

請在適當方格加上「✓」號

☐ Attendance Record (*with / without fee payment record)

出席紀錄證明 (*連同 /或 不連同 已付之費用)

☐ Certificate of Hospitalization (*with / without fee payment record)

住院證明 (*連同 /或 不連同 已付之費用)

☐ Discharge Slip (Patient Copy)

出院紙 (病人備本)

(b) Period: From _____ to _____
期間: 由 _____ 至 _____

(c) Specialty: _____
專科

(d) Purpose (Please Specify): _____
用途 (請註明)

* delete whichever is inappropriate, the certificate would be charge if payment record include.

請刪去不適用者，如連同已付之費用，此證明書需另外收費。

3. Particulars of Applicant

申請人資料

Name: _____

姓名

Address: _____

地址

Telephone No.: _____

電話號碼

HKID No.: _____

身份證號碼

Relationship with the Deceased: _____

與死者關係

Please produce in person the original or provide a true copy of the identity document of the Applicant.

請親身出示申請人的身份證明文件正本或提交真確副本。

Please also attach a true copy of the documentary evidence to support the relationship between the Applicant and the Deceased.

請一併附上能證明申請人與死者之間關係的證件真確副本。

4. Declaration 聲明

I, the Applicant, declare as follows: (Please tick the appropriate box)

本申請人現聲明如下: (請在適當方格加上「✓」號)

- (a) ☐ I have applied for or I have been appointed by the Court as the personal representative or one of the personal representatives to administer the Deceased's estate.

本人已經向法院申請或已經被法庭委任為死者的唯一或其中一位遺產代理人，管理死者的遺產。

(Please provide the relevant documents 請附上有關文件)

- (b) ☐ I am entitled to be the personal representative of the Deceased or I can act for and on behalf of all persons who may be entitled to apply for the administration of the Deceased's estate.

本人有權申請成為死者的遺產代理人或本人可作為及代表所有有權申請承辦死者的遺產的人士。

Signature of the Applicant 申請人簽署

Date 日期:

For Official Use Only

☐ The deceased's and recipient's *HKID card/ Passport number(s)* has/have been checked against the original by ()

☐ The deceased's and recipient's *HKID card/ Passport number(s)* has/have been checked against the copy (original not seen) by ()