



只供內部填寫	For Official Use
Order No.:	
Date Received:	
Licence No.:	
File Ref.: ( ) in LD SMOMI 14/3/5	

## 數碼地圖訂購表格 (表格) Digital Map Order Form (The Form)

(本表格及其附頁將會構成使用地政總署測繪處提供的政府數碼地圖執照協議的部份。當填寫此表格前請先詳閱表格後頁之「訂購政府數碼地圖指引」。)  
 (This Form and any attachment to it will form part of the Licence Agreement for using Government Digital Map from SMO, Lands Department. Please read the "Guidelines for Ordering Government Digital Map", which is at the back page of this Form, prior to completing this Form.)

### 1. 顧客資料 Details of Customer

a. 名稱 **Name \***

\_\_\_\_\_

b. 通訊地址 **Mailing Address \***

\_\_\_\_\_

c. 電話號碼 \*

Tel. No. \_\_\_\_\_

傳真號碼 \*

Fax. No. \_\_\_\_\_

電郵地址 \*

Email \_\_\_\_\_

d. 商業性質 **Nature of Business** (公司客戶請在適當空格內加☑。 Company customers please tick as appropriate.)

- |   |   |
|---|---|
| <input type="checkbox"/> 建築 Architecture                        | <input type="checkbox"/> 非牟利機構 Non-profit Making Organization |
| <input type="checkbox"/> 商業 Business                            | <input type="checkbox"/> 物業發展及銷售 Property Development & Sales |
| <input type="checkbox"/> 教育/研究 Education / Research             | <input type="checkbox"/> 出版 Publishing                        |
| <input type="checkbox"/> 工程 Engineering                         | <input type="checkbox"/> 測量 Surveying                         |
| <input type="checkbox"/> 地理信息系統/資訊科技 GIS/Information Technology | <input type="checkbox"/> 交通/規劃 Transport / Planning           |
| <input type="checkbox"/> 政府 Government                          | <input type="checkbox"/> 公共設施 Utilities Company               |
| <input type="checkbox"/> 法律 Legal                               | <input type="checkbox"/> 其他 Others _____                      |

### 2. 數碼地圖的用途 Intended Use of the Digital Map (請在適當空格內加☑。 Please tick as appropriate.)

- |   |  |
|---|--|
| <input type="checkbox"/> 「互聯網地圖認可用戶」網頁<br>Internet Map Permittee Web Site | <input type="checkbox"/> 「增值轉售者」產品<br>Value Added Reseller Product |
| <input type="checkbox"/> 教學/學術研究 Academics                                | <input type="checkbox"/> 出版 Publishing                             |
| <input type="checkbox"/> 地圖/圖則製作 Map/Plan Production                      | <input type="checkbox"/> 其他 Others _____                           |

### 3. 使用數碼地圖的電腦終端機資料 Description of the Computer Terminal for Using the Digital Map

a. 電腦終端機數量 **No. of Computer Terminals \*** \_\_\_\_\_

b. 電腦終端機位置 **Location of Computer Terminal** (請在適當空格內加☑。 Please tick as appropriate.)

- 與 1b 同 Same as 1b
- 其他 Others \_\_\_\_\_

c. 電腦終端機硬件配置 **Hardware Configuration**

- 個人電腦 Personal Computer       工作站 Workstation
- 伺服器 Server

d. 電腦終端機軟件配置 **Software Configuration**

- i. 操作系統 Operating System \_\_\_\_\_
- ii. 處理數碼地圖軟件 Software to process Digital Map \_\_\_\_\_

4. 欲訂購之數碼地圖 **Digital Map to Order**

可供產品名稱 Name of available product :

B1000, B5000, B10000, B20000, C1000, BG1000, RG1000, SG1000, DOP5000, Digital Aerial Photo, GeoCom and Data Dictionary

(請參考地圖/照片索引，並在下面填寫圖幅/照片編號。有關圖幅編號之格式，請參照「訂購政府數碼地圖指引」1a段。)

(Refer to the Index of each product for the availability of map sheet / photo and fill in the sheet / photo number below.

See Note 1a of "Guidelines for Ordering Government Digital Map" regarding the format and sheet number.)

產品名稱 Product Name	圖幅/照片編號或社區地理數據庫的分區名稱 Sheet / Photo No. or District Name for GeoCom		
	新購買 New Purchase		更新購買數據 Request of Updating (執照號碼 Licence No. _____)
<b>總數 Total</b>			

(如以上空間不足，請在其他紙張詳述。 If the space above is not enough, please list on a separate sheet.)

- 請提供上列圖幅作教學用途之地圖樣本。 Please provide sample map for teaching purpose for the above sheets.  
(請參照「訂購政府數碼地圖指引」1b段。如適用，請在空格內加☑。)  
(See Note 1b of "Guidelines for Ordering Government Digital Map" and tick if appropriate.)

5. 所需格式 **Format Required** (請在適當白色空格內加✓。 Please tick in **white** boxes as appropriate.)

產品名稱 Product Name	E00 (ARCINFO Export)	ASCII (Delimited Text)	DWG (AutoCAD 2000 or above)	DXF	DGN (MicroStation SE or above)	TIFF (Raster)	XLS (MS Excel)	MDB (MS Access)
	B1000							
B5000								
B10000								
B20000								
C1000								
BG1000								
RG1000								
SG1000								
DOP5000								
Digital Aerial Photo (DAP)								
GeoCom								
Data Dictionary								

6. 付款方法 **Method of Payment** (請在適當空格內加☑。 Please tick as appropriate.)

- 透過信用卡(VISA/萬事達卡)或繳費靈電子付款 (只適用於香港地圖服務<sup>註(3)</sup>用戶。)  
e-payment using Credit Card (VISA/Master Card) or PPS (Applicable to Hong Kong Map Service <sup>Notes(3)</sup> Users only.)
- 劃線支票/銀行本票  
Crossed Cheque/Bank Draft
- 一般繳款單 (一般繳款單付款需要6個工作天處理。)  
General Demand Note (Payment by General Demand Notes requires 6 working days to process.)

7. **遞送方法 Method of Delivery** (請在適當空格內加☐。 Please tick as appropriate.)

- 互聯網 – 總數據量不超越 250MB (只適用於香港地圖服務<sup>註(3)</sup>用戶。「領取數碼地圖產品通知書」電郵將會發放至你已登記的電郵地址。)  
Internet – for the total data size not more than 250MB (Applicable to Hong Kong Map Service<sup>Notes(3)</sup> users only. Email of "Notification for Collection of Digital Map Product" will be sent to your registered email address.)
- 郵寄 (郵費是以掛號形式計算。詳情請參考香港地圖服務<sup>註(3)</sup>之派遞貨品政策。)  
Post (Registered Mail rate will be charged. For details, please refer to Delivery Policy at Hong Kong Map Service<sup>Notes(3)</sup>.)
- 於香港地圖銷售處領取  
Collect at Map Publications Centre, Hong Kong

政府將會根據執照協議內的規定及條款，提供所購買的數碼地圖。

**In consideration of the charges to be made by the Customer, the Government shall provide the Digital Map requested in this Form according to the terms and conditions in the Licence Agreement for Using Government Digital Map.**

本人同意使用政府的數碼地圖時遵守執照協議內規定的條款。

**I agree to abide by the terms and conditions as stipulated in the Licence Agreement for Using Government Digital Map.**

顧客授權代理人的簽署：

**Signed by the authorised representative of the Customer for and on its behalf:**

簽署 \_\_\_\_\_ 日期 \_\_\_\_\_ 公司印章: \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_ Company Chop: \_\_\_\_\_

姓 \* \_\_\_\_\_ 名 \* \_\_\_\_\_ (先生/女士) 職銜 \_\_\_\_\_  
Surname \_\_\_\_\_ Given Name \_\_\_\_\_ (Mr/Ms) Job Title \_\_\_\_\_

電話號碼 \* \_\_\_\_\_ 傳真號碼 \* \_\_\_\_\_ 電郵地址 \* \_\_\_\_\_  
Tel. No. \_\_\_\_\_ Fax. No. \_\_\_\_\_ Email \_\_\_\_\_

香港地圖服務<sup>註(3)</sup>用戶名稱(如適用)  
User ID at Hong Kong Map Service<sup>Notes(3)</sup> (if applicable) \_\_\_\_\_

**聯絡人(如與上述不同) Contact Person (if different from above)**

姓 \* \_\_\_\_\_ 名 \* \_\_\_\_\_ (先生/女士) 職銜 \_\_\_\_\_  
Surname \_\_\_\_\_ Given Name \_\_\_\_\_ (Mr/Ms) Job Title \_\_\_\_\_

電話號碼 \* \_\_\_\_\_  
Tel. No. \_\_\_\_\_

**註 Notes:** (1) **收集個人資料:** 本表格所收集的個人資料只供地政總署用於處理你的要求或與本表格相關的事宜和市場調查/產品推廣。根據<個人資料(私隱)條例>, 你可以要求查閱和更正你的個人資料。如要提出相關要求, 請聯絡部門個人資料管制主任【經辦人: 高級土地測量師(技術資訊)】:-  
地址: 香港北角渣華道 333 號北角政府合署 23 樓地政總署  
電郵地址: [smohq@landsd.gov.hk](mailto:smohq@landsd.gov.hk)  
電話: 2231 3826

**Collection of Personal Data:** The personal data collected in this Form will only be used by Lands Department for the purposes directly related to the handling of your request(s) or order(s) made in this Form and for market research / product promotion. Under the Personal Data (Privacy) Ordinance, you have the right to request access to and/or correction of your personal data. Such requests should be addressed to Departmental Personal Data Controlling Officer [Attn: Senior Land Surveyor/Technical Information] :-  
Address: Lands Department, 23/F North Point Government Offices, 333 Java Road, North Point, Hong Kong.  
Email: [smohq@landsd.gov.hk](mailto:smohq@landsd.gov.hk)  
Tel. No.: 2231 3826

- (2) \* 必須填寫。  
\* Must be filled in.

- (3) 香港地圖服務提供電子訂購, 電子付款及電子傳送數碼地圖, 網址是 [www.hkmapservice.gov.hk](http://www.hkmapservice.gov.hk)。  
Hong Kong Map Service ( [www.hkmapservice.gov.hk](http://www.hkmapservice.gov.hk) ) provides e-Ordering, e-Payment and e-Delivery of Digital Maps.



香港特別行政區政府地政總署測繪處  
Survey and Mapping Office (SMO)  
Lands Department  
The Government of the HKSAR

香港北角渣華道三百三十三號北角政府合署二十三樓  
23/F North Point Government Offices, 333 Java Road, North Point, Hong Kong

## 訂購政府數碼地圖指引

### Guidelines for Ordering Government Digital Map

#### 1. 購買和更新數碼地圖 Purchase and Update of Digital Map

請登入香港地圖服務網址：[www.hkmapservice.gov.hk](http://www.hkmapservice.gov.hk)，提供一站式電子訂購，電子付款及電子傳送政府數碼地圖 或 填妥並簽署「數碼地圖訂購表格」後交回在下列第 6 段列出的地址。填表時請留意以下事項：

Please login Hong Kong Map Service Web Site : [www.hkmapservice.gov.hk](http://www.hkmapservice.gov.hk) , providing one-stop e-Ordering, e-Payment and e-Delivery of Government Digital Map OR complete and sign the "Digital Map Order Form" and return it to the address as shown in Note 6 below. Please note the following when completing the Form:

1a. 表格第 4 段所填寫的圖幅/照片編號必須正確，以下是每種產品的圖幅編號的例子：

When entering the sheet / photo number in paragraph 4 of the Form, make sure the format is correct. Examples of sheet number for each product are shown below:

B1000, C1000	11-NW-11A
B5000, DOP5000	11-NW-A
B10000	11-NW
B20000	11
G1000 (BG1000, RG1000, SG1000)	11-NW
Digital Aerial Photo	CW63735
Data Dictionary	B1000

1b. 學界人士如欲索取作教學用途的地圖樣本，請參看「教學用途地圖樣本訂購指引」，並在表格第 4 段作出適當指示。

Academics requesting sample map for teaching purpose please refer "Guidelines for Request of Sample Map for Teaching Purpose" and indicate in paragraph 4 of the Form accordingly.

1c. 表格第 5 段所選擇的格式必須與表格第 3d 段所說明的軟件配置相符。

The selection of format in paragraph 5 of the Form must be consistent with the software configuration as stated in paragraph 3d of the Form.

2. 顧客在遞交表格時不盡付款。本處稍後將發出「付款通知書」。請根據表格第 6 段所選擇之付款方式繳費。支票/銀行本票抬頭請填寫「香港特別行政區政府」。銀行本票需以港元為貨幣單位及可於香港開業銀行兌現。待收到電郵或電話確定產品備妥後，請閣下依從表格第 7 段所選擇的遞送方式領取產品。本處不設送貨服務。

Please DO NOT forward any payment when submitting this Form. A "Notice of Payment" will be sent to the customer. Please pay according to the selected method of payment in paragraph 6 of the Form. Crossed cheque / bank draft should be made payable to "The Government of the HKSAR". Bank draft should be in Hong Kong currency and drawn at any bank situated in Hong Kong. Upon receiving notification of product availability, please collect the product according to your selection in paragraph 7 of the Form. Delivery service is not available.

3. 在一般情況下，本處在收到付款後的四個工作天內便可供應所訂購的數碼地圖。  
In general, Digital Map will be supplied within 4 working days upon receipt of payment for the order.

4. 訂購的費用是依據現有的「香港數碼地圖售價表」。  
Charges of the order are based on the current "Price List of Hong Kong Digital Map".

#### 5. 申請複製數碼地圖 Application for Reproducing Digital Map

請參看「香港數碼地圖售價表」內的版權費用計算方法，並提交書面申請至下列第 6 段列出的地址。如欲在互聯網上使用或發展增值產品出售，請參看「互聯網地圖認可用戶服務」及「增值轉售者服務」資料單張。

Please submit application with details to the address as shown in Note 6 below. Copyright charges are calculated according to the "Price List of Hong Kong Digital Map". For use on the Internet or development of value-added product for sale, please refer to the respective information sheet of "Internet Map Permittee (IMP) Service" and "Value-added Reseller (VAR) Service".

#### 6. 查詢 Enquiries

購買數碼地圖的查詢 Enquiries on the purchase of Digital Map:

香港地圖銷售處

地政總署測繪處

香港北角渣華道 333 號北角政府合署 23 樓

Map Publications Centre, Hong Kong

Survey and Mapping Office, Lands Department

23/F North Point Government Offices, 333 Java Road, North Point, Hong Kong

電話 Tel: (852) 2231 3187

傳真 Fax: (852) 2116 0774

電郵 Email: smosale1@landsd.gov.hk

網址 Web Site: [www.landsgov.hk/mapping/welcome.htm](http://www.landsgov.hk/mapping/welcome.htm)