

**Annual Inspection and Certification of
Damper / Filter / Precipitator at Ventilating System**
通風系統的防火閘、過濾器及聚塵器
的年檢及認證工作

FSD reference

消防處檔案編號: _____

Address of Building or Licensed Premises 建築物／牌照處所地址	
Actions 採取行動	<input type="checkbox"/> Inspection has been completed and photocopy of certificate enclosed 已完成檢查，並夾附證書影印本
	<input type="checkbox"/> Inspection has commenced and will be finished shortly 檢查正在進行中，並將於短期內完工
	<input type="checkbox"/> Inspection has been scheduled but not yet commenced 檢查工作已予編定，但尚未開始
	<input type="checkbox"/> Inspection is being arranged 檢查工作正在安排中
	<input type="checkbox"/> Others, please specify : 其他，請說明:
Inspection Date 檢查日期	<input type="checkbox"/> Tentative completion on : 暫定完工日期: <i>(Upon annual inspection is finished, please provide a photocopy of the certificate issued by the contractor as evidence. 當年檢工作完成後，請提交承辦商所發出的證書影印本。)</i>
	<input type="checkbox"/> Already completed on : 完工日期:
Name of Responsible Contractor to Carry Out Annual Inspection 負責年檢的承辦商名稱	

Name of Premises Owner and / or Responsible Party 處所擁有人及／或負責人姓名	
Contact Telephone Number 聯絡電話	
Date 日期	

Note: Please fill in this form and submit to “Ventilating Systems Group, 35/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong” or by facsimile transmission to **2382 2495**.

注意: 將此表格填妥，然後送交香港灣仔告士打道 5 號稅務大樓 35 樓通風系統組，或傳真至 **2382 2495**。