

Payment Methods for Licensing and Certification Services

You can pay the fees of licensing and certification services with the following payment methods:

Electronic Payment (e-payment)

You may pay by the following e-payment methods. The Bill Number needs to be input when making payment. Please keep your e-payment record as no receipt will be issued. Instruction for payment given before midnight on the due date will be regarded as on time. This Department will receive your payment usually after one working day.

- Faster Payment System (FPS)

You may visit the Online Payment System for Licensing and Certification Services of this Department (<https://eform.cefs.gov.hk/form/fsd079/en/>). Complete the electronic form and make payment using the FPS QR code generated in the electronic form.

- Internet Banking

Bank account holders of HSBC / Hang Seng Bank and JETCO member banks may settle the bills through their internet banking accounts. Select “Hong Kong Fire Services Department” or “Fire Services Department” as merchant.

- Phone Banking

Bank account holders of HSBC / Hang Seng Bank and JETCO member banks may settle the bills using phone banking service.

- Automated Teller Machine (ATM)

ATM cardholders of HSBC / Hang Seng Bank and JETCO member banks may settle the bills at the ATM which bear "BILL PAYMENT" or "JET PAYMENT" signage.

- HSBC / Hang Seng Bank:

Select “Fire Ser. Dept.” as Merchant and “01 E-payment” as Bill type.

- JETCO member banks:

Enter Merchant Code “9082” and Bill Type “01”.

- PPS

Pay dialing 18031 (merchant code “6585”) or via internet at www.ppshk.com.

By Post (cheque only)

You may send a crossed cheque made payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR” to “Shroff Office, Licensing & Certification Command Headquarters, 5th Floor, Fire Services Headquarters Building, 1 Hong Chong Road, Tsimshatsui East, Kowloon” by post. Please write the Bill Number on the back of the cheque and do not issue post-dated cheque.

Drop-in Box (cheque only)

You may place a crossed cheque made payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR” in the drop-in box of Licensing & Certification Command Headquarters at “Ground Floor, Fire Services Headquarters Building, 1 Hong Chong Road, Tsimshatsui East, Kowloon” outside business hours. Please write the Bill Number on the back of the cheque and do not issue post-dated cheque.

In-person (by cash or cheque)

Shroff Office

Licensing & Certification Command Headquarters,
Ground Floor, Fire Services Headquarters Building,
1 Hong Chong Road, Tsimshatsui East, Kowloon.
(Tel No. 2733 7608)

You may visit the above Shroff Office in person during the following business hours, to pay in cash or by a crossed cheque made payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR”.

Monday to Friday	9:00 a.m.	-	12:30 p.m.
(Except public holidays)	2:00 p.m.	-	4:30 p.m.