

Cancellation

### How to process

**Deadline for processing: Not applicable**

#### Processing procedure and required documents:

1. The original letter for cancellation from the applicant / license holder;
2. A clear photocopy of the identification document of the applicant / license holder (with both sides of the identification document photocopied on the same page of an A4 sized paper);
3. The original license (if a license is held).

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#### Locations for processing the procedure and office hours

- Integrated Services Centre: Avenida da Praia Grande, n.º 762-804, Edifício China Plaza, 2º andar, Macau
- Northern District Public Services Centre: Rua Nova da Areia Preta, n.º 52, Centro de Serviços da RAEM, Macau
- Northern District Public Services Centre - Toi San Station: Av. de Artur Tamagnini Barbosa, no.127, Edf. D. Julieta Nobre de Carvalho, Bl. B,R/C, Macau
- Northern District Public Services Centre - Fai Chi Kei Station: Rua Nova do Patane, Habitação Social de Fai Chi Kei, Edf. Fai Tat, Bl. II, R/C, Lojas G e H, Macau
- Central District Public Services Centre: Rotunda de Carlos da Maia, n.os 5 e 7, Complexo da Rotunda de Carlos da Maia, 3.º andar, Macau
- Central District Public Services Centre - S. Lourenço Station: Rua de João Lecaros, Complexo Municipal do Mercado de S. Lourenço, 4º andar, Macau
- Islands District Public Services Centre: Rua de Coimbra, n.º 225,3.º andar, Centro de Serviços da RAEM das Ilhas, Taipa
- Islands District Public Services Centre – Seac Pai Van Station: Avenida de Vale das Borboletas, Complexo Comunitário de Seac Pai Van, 6.º andar, Coloane

Office hours: Mondays to Fridays: 9:00 a.m. - 6:00 p.m. (no lunch break, closed on Saturdays, Sundays and public holidays)

- Document and Archive Centre: Avenida de Almeida Ribeiro, n.º 163, r/c, Macau

Office hours: Mondays to Thursdays: 9:00 a.m. - 1:00 p.m.; 2:30 p.m. - 5:45 p.m.

Fridays: 9:00 a.m. - 1:00 p.m.; 2:30 p.m. - 5:30 p.m.

(Closed on Saturdays, Sundays and public holidays)

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#### Fees

Not applicable

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#### Time required for processing

Effective within the same day

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## Remarks/ points to note for application

The applicant / license holder is required to apply for establishment cancellation / cancellation of business to the Financial Services Bureau

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## Progress enquiry and obtaining result of service

Enquiry about application progress: Online enquiry about the progress of this formality is not available

Method for obtaining the result of service: Not applicable

## Formalities

- First-time Application
- Renewal
- Cancellation

## Legislations

- Amendment to “Regulations on licensing of retail establishments of meat, fish, poultry and vegetables” – Administrative Regulation no. 17/2015 [B.O. 46(I), 16/11/2015]
- Amendment to “Regulations on licensing of retail establishments of meat, fish, poultry and vegetables” – Administrative Regulation no. 8/2016
- Approval of “Fees, Charges and Prices List of Civic and Municipal Affairs Bureau” – Chief Executive Writ of Instruction no. 268/2003 [B.O.48(I), 01/12/2003]
- Addition of Article 10-A in “Fees, Charges and Prices List of Civic and Municipal Affairs Bureau” approved by the Chief Executive Writ of Instruction no. 93/2004 [B.O. 18(I), 03/05/2004]
- Amendment to Chief Executive Writ of Instruction no. 268/2003, and amendment and addition of articles in “Fees, Charges and Prices List of Civic and Municipal Affairs Bureau” – Chief Executive Writ of Instruction no. 109/2005 [B.O. 17(I), 25/04/2005]
- Amendment to “Fees, Charges and Prices List of Civic and Municipal Affairs Bureau” – Chief Executive Writ of Instruction no. 319/2016

Last Update : 23/05/2022