

Alteration of others

How to process

Required Document:

1. Application form (Format [009/DLA/DHAL](#), the form can be obtained from IAM).
2. Related documents are required according to the alteration.

Documents to be presented:

The original or notarised copy of identification document with the signature of the applicant or legal representative must be produced

Locations for processing the procedure and office hours

Location:

Integrated Services Centre: Avenida da Praia Grande, n.^{OS} 762-804, Edifício China Plaza , 2.^o 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: Avenida de Artur Tamagnini Barbosa, n.^o 127, Edifício D.^a Julieta Nobre de Carvalho, Bloco B, R/C, Macau;

Northern District Public Services Centre - Fai Chi Kei Station: Rua Nova do Patane, Habitação Social de Fai Chi Kei, Edifício Fai Tat, Bloco 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, 4.^o 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, Seac Pai Van Community Complex, 6.^o andar, Coloane.

Office hours:

Monday to Friday, 9:00 a.m. to 6:00 p.m. (no lunch break, closed on Saturdays, Sundays and public holidays)

Fees

Application fee:

Not Applicable

Form fee:

Not Applicable

Stamp Duty:

Not Applicable

Deposit:

Not Applicable

Fees, Charges and Prices List:

Not Applicable

Time required for processing

Processing time:

7 working days

Remarks/ points to note for application

Important note:

- 1.The concerned person is required to apply in person or via an authorized person;
 - 2.The above-mentioned documents must be signed by the applicant or legal representative, with the exception of documents issued by government departments or public entities.
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Relevant standards or requirements

Not Applicable

Progress enquiry and obtaining result of service

Visit in person to obtain the result

Formalities

- First-time Application
- Replacement
- Cancellation
- Change of Administrative Permit Holder
- Alteration of others

Last Update : 30/09/2021