

## Other Applications pertinent to Hawker License (Change of Particulars pertinent to License)

### Change of Particulars Pertinent to Hawker License (Change of License Holder)

#### How to process

#### Required Document:

##### Phase One

1. Complete the application form ([017/DV/DIS](#)) which can be obtained in IAM's Integrated Services Centre and Public Services Centres free of charge or [downloaded](#) from IAM's website.;
2. A legible photocopy of Macao Permanent Resident Identity Card; (Note: bearing the frontal and back view on the same page)
3. Legible photocopy of valid hawker license (frontal and back view)
4. Death Certificate/Declaration from Health Professional/Declaration from Medical Committee;
5. A legible photocopy of a valid Macao Permanent Resident Identity Card of the person applying for the change of ownership of the license (Both sides of the identity card should be photocopied on the same page.);
6. Proof of relationship with the license holder and other relevant declarations (to be submitted when needed)

##### Phase two

#### Documents to be submitted upon successful application:

1. A legible photocopy of a water, electricity or telephone bill (issued within the past 6 months) stating the address of the applicant;
2. Four recent colour photographs of the applicant measuring 1.5 inches;
3. A legible photocopy of the identity document of each family member in the same economic system;
4. A recent colour photograph of each family member in the same economic system.
5. The original copy of the existing license before approval of application should be submitted.

**Documents to be presented:** The original copy of Macao Permanent Resident Identity Card should be presented.

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

##### Location:

1. Integrated Services Centre : Avenida da Praia Grande, N° 762-804, China Plaza Building, 2/F, Macau;
2. Northern District Public Services Centre:  
Rua Nova da Areia Preta, no. 52, Centro de Serviços da RAEM, Macau  
– Toi San Station:  
Avenida de Artur Tamagnini Barbosa, N° 127, Ed. D<sup>a</sup>. Julieta Nobre da Carvalho Building, Block B, G/F, Macau;
3. Central District Public Services Centre :  
Rotunda de Carlos da Maia, Nos 5 e 7, Complexo da Rotunda de Carlos da Maria 3/F, Macau  
– S. Lourenço Station:  
Rua de João Lecaros, Municipal Market Complex of S. Lourenço 4/F, Macau;
4. Islands District Public Services Centre:  
Rua de Coimbra N°225, 3° andar, Centro de Serviços da RAEM das Ilhas, Taipa;  
– Seac Pai Van Station :

**Office hours:**

- Integrated Services Centre :  
Mondays to Fridays 9:00 am - 6:00 pm  
Note: No lunch break, closed on Saturdays, Sundays and public holidays
  - Public Services Centres :  
Mondays to Fridays 9:00 am - 6:00 pm  
Note: No lunch break, closed on Saturdays, Sundays and public holidays
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**Fees**

**Application fee:** Not Applicable

**Form fee:** Not Applicable

**Stamp Duty:** Not Applicable

**Deposit:** Not Applicable

**Fees, Charges and Prices List:** Not Applicable

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**Time required for processing**

**Processing time:** Depend on the circumstances of individual cases.

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**Remarks/ points to note for application**

**Important note:** The respective procedures shall be processed upon receipt of all required documents.

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**Relevant standards or requirements**

N/A

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**Progress enquiry and obtaining result of service**

N/A

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**Formalities**

- Change of Particulars Pertinent to Hawker License (Change of License Holder)
- Change of Particulars Pertinent to Hawker License (Addition of Assistant for Operation)
- Change of Particulars Pertinent to Hawker License (Cancellation of Assistant for Operation)
- Change of Particulars Pertinent to Hawker License (Change of Business Activity/ Change of Vending Location/ Sale of Additional Products)

- Change of Particulars Pertinent to Hawker License (Change of others)

Last Update : 01/01/2023