



司法警察局  
POLÍCIA JUDICIÁRIA

## “檢舉記錄之證明”申請表

### “Certificate of Case Reporting Record” Application Form

意見 / Comment

批示 / Instruction

#### 1. 申請人身份資料 / Applicant's Personal Information

姓名：  
Name \_\_\_\_\_

身份證明文件：  
Identity Document  澳門居民身份證 B.I.R.M.  其他：Others: \_\_\_\_\_

編號：  
No. \_\_\_\_\_ 發出地點：  
Place of Issue: \_\_\_\_\_ 發出日期：  
Date of Issue: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

住址：  
Residential Address \_\_\_\_\_

郵寄地址：  
Mailing Address \_\_\_\_\_  同上  
As above

電話：  
Telephone \_\_\_\_\_ 電子郵件：  
Email: \_\_\_\_\_

#### 2. 申請 / Application

中文“檢舉記錄之證明” \_\_\_\_\_ 份  
Chinese Certificate \_\_\_\_\_ Set(s)

葡文“檢舉記錄之證明” \_\_\_\_\_ 份  
Portuguese Certificate \_\_\_\_\_ Set(s)

於本局報案之日期：  
Date of reporting to the Judiciary Police: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

案件類型：  
Case type:  盜竊 / Theft  搶劫 / Robbery  傷人 / Assault  
 勒索 / Blackmail  縱火 / Arson  詐騙 / Fraud  
 其他 / Others: \_\_\_\_\_

案發地點：  
Place of Occurrence: \_\_\_\_\_

“檢舉記錄之證明”用途 (以下A、B、C項中至少填寫一項)：  
Purpose of the Certificate (Fill in at least one of the following items: A/B/C)

A. “檢舉記錄之證明” 交予 (機構名稱)：  
A. Certificate to be submitted to (Name of Entity): \_\_\_\_\_  B. 私人用途  
B. Personal Use  C. 其他用途：  
C. Other Purposes: \_\_\_\_\_

(以下1至5項中至少選一項)：

(Choose at least one of the following items: 1 to 5):

1. 證明申請人向司法警察局舉報上述案件  
1. Proof of filing a case at the Judiciary Police
2. 列明所有被盜去的物件及其價值  
2. List of stolen items and the relevant value
3. 保險索償 (保險公司)：  
3. Insurance Claim (Name of Insurance Company) \_\_\_\_\_
4. 補領：  
4. Replacement:  身份證明文件 B.I.R.M.  駕駛執照/汽車登記摺  
Driving Licence/ Vehicle Registration Booklet
5. 註銷電單車/汽車(車牌號碼)：  
5. Cancellation of Motorcycle/ Automobile (Car-plate number): \_\_\_\_\_

#### 3. 滿意度調查 / Satisfaction Level Survey

是否同意司法警察局使用申請表上的資料聯絡本人進行滿意度調查？  
Do you agree with the Judiciary Police's usage of the information on this application form to contact you for satisfaction level survey?

同意  
Agree

不同意  
Disagree

日期：  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

申請人簽名：  
Signature of Applicant: \_\_\_\_\_

## 代領“檢舉記錄之證明” / Entrusted Collection of Certificate of Case Reporting Record

如申請人或法定代理人不能親自前來本局領取“檢舉記錄之證明”，請填寫以下欄位並附上申請人或法定代理人的身份證明文件副本，而受託人在領取“檢舉記錄之證明”時須出示身份證明文件正本

If the applicant or legal agent cannot come to the Judiciary Police to collect the Certificate of Case Reporting Record in person, please complete the column below and attach an ID copy of the applicant or legal agent. To collect the Certificate, the entrusted party is required to present the original ID document.

本人（申請人或法定代理人姓名）  
I (Name of Applicant or Legal Agent) \_\_\_\_\_ 持（證件類別）  
holder of (Type of ID Document) \_\_\_\_\_

證件編號  
No. of ID \_\_\_\_\_, 委託（受託人姓名）  
entrust (Name of Entrusted Party) \_\_\_\_\_ 持（證件類別）  
holder of (Type of ID Document) \_\_\_\_\_

\_\_\_\_\_, 證件編號  
No. of ID \_\_\_\_\_, 代本人領取“檢舉記錄之證明”。

申請人或法定代理人簽名：  
Signature of Applicant or Legal Agent: \_\_\_\_\_

(以下部份由本局填寫/Items below to be completed by the Judiciary Police)

### 收件部門 / Received by

行政輔助中心  
Administrative Centre 卷宗編號：  
Case No.: \_\_\_\_\_

報案及緊急行動中心  
Case Reporting and Emergency Operation Centre 檢舉憑據編號：  
Case Reporting Receipt No.: \_\_\_\_\_

調查處/科：  
Inv. Div./ Sec.: \_\_\_\_\_ 申請表收件日期：  
Date of Receipt of Application Form: \_\_\_\_\_ 收件人：  
Recipient: \_\_\_\_\_

請附上檢舉憑據副本(如有) / Please attach a copy of the Case Reporting Receipt (if any)

### 服務承諾 / Performance Pledge

申請日期/Date of Application: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ \*期限:9個工作天/Time Limit: 9 Working Days

預計領取日期/Expected Date of Collection: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### 所需費用 / Amount Required

印花稅：  
Stamp tax: MOP \_\_\_\_\_ 郵政費：  
Postage: MOP \_\_\_\_\_ 總額：  
Total: MOP \_\_\_\_\_

- \* 根據《行政程序法典》第65條及第74條的規定，9個工作天是由收齊文件後緊接的第一個工作天開始計算。  
According to the stipulations in Articles 65 and 74 of the Administrative Procedure Code, the 9 working days shall be counted from the following working day immediately after the receipt of all necessary documents.

### 備註 / Notes

## 領取“檢舉記錄之證明” / Collection of Certificate of Case Reporting Record

申請人或法定代理人簽名：  
Signature of Applicant or Legal Agent: \_\_\_\_\_

受託人簽名：  
Signature of Entrusted Party: \_\_\_\_\_

領取日期：  
Date of Collection: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

- 備註：  
1. 由於“檢舉記錄之證明”涉及個人重要資料及機密刑事案件資料，申請人/利害關係人或被授權人必須將有關資料保密。  
2. 本局就本申請表內所取得的個人資料將嚴格按照第8/2005號法律《個人資料保護法》的規定處理。
- Note:  
1. As the Certificate of Case Reporting Record involves important personal information and confidential criminal case information, the applicant/ interest-related person or authorised person must maintain the confidentiality of the information concerned.  
2. The personal information collected by our Bureau from this application form will be strictly handled in accordance with the stipulation of Law no.8/2005, Personal Data Protection Act.