



HONG KONG EXPRESS AIRWAYS LIMITED  
香港快運航空有限公司  
TICKET REFUND APPLICATION FORM  
退票申請書

APPLICATION NO.: 申請書編號				
NAME OF APPLICANT: 申請人姓名				
CONTACT NUMBER: 聯絡電話		EMAIL ADDRESS: 電郵地址		FAX NUMBER: 傳真電話
REMARKS/REASON OF REFUND: 備註/退票原因:				
<b>REFUND TICKET INFORMATION</b> 退票資料				
BOOKING REFERENCE NUMBER/PNR. 訂單編號	ITINERARY 機票航程		TRAVEL DATE 旅遊日期 (DD/MM/YY)	REFUND SECTOR 退票航段
(1)				
(2)				
(3)				
<b>CREDIT CARD INFORMATION</b> 信用卡資料				
CREDIT CARD TYPE 信用卡種類 (VISA/MASTER)	CREDIT CARD NUMBER 信用卡號碼	CREDIT CARD HOLDER NAME 持卡人姓名	EXPIRY DATE 有效日期 (MM/YY)	REMARKS 備註欄
(1)				
(2)				
APPLICANT'S SIGNATURE 申請人簽署 DATE 日期		ON BEHALF OF HONG KONG EXPRESS AIRWAYS LIMITED & CO. CHOP 代表香港快運航空有限公司 SIGNATURE & CO. CHOP 辦理人簽署及公司簽章 DATE 日期		
<b>TERMS &amp; CONDITIONS</b> 1. All HK Express fares are non-refundable. Fees and surcharges are nonrefundable (subject to compliance with local laws and to the extent such local laws at point of sale are applicable). Guests can apply for departure taxes refund via this application form. 2. HK Express will send an email acknowledgment upon receipt of application form. All applications are subject to approval and an approximate 6 to 8 weeks from the date of receiving the application is required. The approved refund amount will be credited to the original booking credit card. 3. In case of dispute, HK Express reserves the right of final decision.				
<b>條款及細則</b> 1. 所有 HK Express 的機票均不設退款。其他收費及附加費亦不設退款（各條款須符合當地法律要求，以及遵守銷售點當地的適用法律）。旅客可透過此申請書就旅客離境稅退款作出申請。 2. HK Express 在收妥申請表後會向申請人發出確認電郵。所有退款申請必須經過審批，而獲批之相關退款金額將會存入原本訂單的信用卡戶口內，整個過程由收取申請表日起計算約需 6 至 8 個星期。 3. 如有任何爭議，HK Express 將保留最終決定權。				