

**Location and Service Hours of the Personal Documentation Kiosks
at Immigration Headquarters**

Personal Documentation Submission Kiosks (PDSKs)

Location	Service Hours	Scope of Service
3/F, Administration Tower, Immigration Headquarters: Registration of Persons – Tseung Kwan O Office	Monday to Friday: 8:45am – 4:30pm Saturday: 9:00am – 11:30am (Except public holidays)	1. HKIC applications 2. One-stop HKIC and HKSAR passport applications
2/F, Administration Tower, Immigration Headquarters: Travel Documents and Nationality (Application) Section	Monday to Friday: 8:45am – 4:30pm Saturday: 9:00am – 11:30am (Except public holidays)	1. HKSAR Passport applications
G/F, Administration Tower, Immigration Headquarters*	Monday to Friday: 4:30pm – 10:00pm Saturday: 11:30am – 10:00pm (Except public holidays)	1. HKIC applications 2. HKSAR Passport applications 3. One-stop HKIC and HKSAR passport applications

*Service will be provided since 2 January 2025

Personal Documentation Collection Kiosks (PDCKs)

Location	Service Hours[^]	Scope of Service
UG/F and 1/F, Administration Tower, Immigration Headquarters	<u>On or before 31 December 2024</u> Monday to Saturday: 8:00am – 10:00pm (Except public holidays) <u>Since 2 January 2025</u> Monday to Friday: 8:45am – 10:00pm Saturday: 9:00am – 10:00pm (Except public holidays)	1. Collection of HKICs 2. Collection of HKSAR passports

[^]The extended service hours at the Registration of Persons - Tseung Kwan O Office will end after 31 December 2024 as planned. The service hours of the PDCKs will be slightly adjusted accordingly.