

To: **Registrar of Medical Practitioners**
c/o Central Registration Office
17/F., Wu Chung House, 213 Queen's Road East
Wanchai, Hong Kong (Fax No: (852) 2891 7946 / (852) 2573 1000)

Application for Annual Retention Certificate for 2025

1. I hereby apply for an annual retention certificate for the year 2025 in accordance with section 19A(4) of the Medical Registration Ordinance.

2. I declare that (see Notes 1 to 5):

- * I have **never** been convicted (in Hong Kong or elsewhere) of any offence punishable with imprisonment.
- * I **have been** convicted (in Hong Kong or elsewhere) of an offence punishable with imprisonment, and:
- * the conviction **has been** reported to the Medical Council. (See Note 4)
- * the conviction **has not been** reported to the Medical Council, details of which are as follows (See Note 5):
- _____ (offence)
_____ (sentence)
_____ (date of conviction)
_____ (jurisdiction and court)

* Please tick () the box(es) where appropriate.

3. I solemnly declare that all information provided with this application is accurate, complete and true.

Signature : _____
Name # : _____
Registration Number # : _____
Telephone Number : _____
Email : _____
Date : _____

*This application form (bearing preprint name of the registered medical practitioner, registered number and a barcode) is issued to individual medical practitioner personally and thus **not** transferable to other practitioner for use. **Please ensure that you will use the personal application form issued to you to apply for renewal of retention certificate.** Should there be any future enquiries, please contact the Central Registration Office at (852) 2961 8648 / (852) 2961 8758.*

Notes for Completion

- Note 1: It is a criminal offence to make a false declaration. Applicants must ensure that all information provided is true and accurate.
- Note 2: Any conviction of an offence punishable with imprisonment must be declared, irrespective of whether a sentence of imprisonment was imposed. If not sure whether the offence is punishable with imprisonment, the conviction should be reported. Conviction of an offence not punishable with imprisonment will be ignored.
- Note 3: Section 2(1) of the Rehabilitation of Offenders Ordinance (which permits a person not to disclose his 'spent' conviction in certain situations) does not apply.
- Note 4: The applicant may be required to provide evidence of such report to the Medical Council.
- Note 5: Please use separate sheet if the space provided is insufficient.