

法庭服務簡介

Guide to Court Services



法庭服務指南

香港特別行政區的法院及司法機構

香港特別行政區司法機構負責本港的司法工作，聆訊一切檢控案件和民事訴訟，其中包括個人與政府之間的民事訴訟。

香港特別行政區的法院架構是怎樣的？

終審法院是香港特別行政區最高的上訴法院，根據香港法例第484章《香港終審法院條例》及其他法例所賦予的權力，處理針對高等法院（上訴法庭及原訟法庭）的民事及刑事判決而作出的上訴及有關事項。

上訴法庭負責處理來自原訟法庭和區域法院民事、刑事案件的上訴，同時亦處理競爭事務審裁處、土地審裁處、各審裁處及其他法定組織的上訴。

原訟法庭對民事和刑事案件均有無限的司法管轄權。該法庭亦處理來自各級法院的上訴，包括裁判法院、小額錢債審裁處、

淫褻物品審裁處、勞資審裁處及小額薪酬索償仲裁處。在刑事審訊中，一般均由原訟法庭法官與7人陪審團一起審理案件；而在法官的特別指令下，陪審團的成員數目可增至9人。

競爭事務審裁處是根據香港法例第619章《競爭條例》設立的高級紀錄法院，負責處理有關競爭事宜的法律程序。

區域法院處理涉及款項7萬5千元以上、但不超過300萬元的民事訴訟，而刑事案件中，區域法院法官的判刑上限是7年監禁。

家事法庭主要負責處理離婚及有關的事宜，包括贍養費及子女的福利等。

本港共有7所**裁判法院**，裁判法院的刑事司法管轄權非常廣泛，負責審理多種可公訴罪行及簡易程序罪行，判刑上限為監禁2年和罰款10萬元。但是，當法庭同時處理兩項或以上的可公訴罪行時，裁判官可判處最高3年的刑期。就某些條例而言，單一罪行可判監禁3年和罰款500萬元。

土地審裁處有權力裁定業主根據香港法例第7章《業主與租客(綜合)條例》或普通法而提出的收回樓宇管有權申請，及審理有關建築物管理的爭議，審裁處亦有權力裁定政府因進行公共發展而根據有關條例強制收回土地而需評估賠償

的申請，及審理差餉租值/地租值上訴和《房屋條例》涵蓋的處所的市值評估上訴。多數份數業主根據香港法例第545章《土地（為重新發展而強制售賣）條例》為售賣土地重新發展而提出申請，審裁處有權力作出裁定。

勞資審裁處審理勞資糾紛，索償款額並無上限，但所處理的申索，必須是在同一申索中至少有一名申索人所追討的款項是超過1萬5千元，或該申索涉及超過10名申索人。審裁處採用非正式的聆訊模式，訴訟雙方不得由律師代表。

小額錢債審裁處審理其享有司法管轄權之民事申索案件，但款額不可超過7萬5千元。這裏採用非正式的聆訊模式，而訴訟雙方不得由律師代表。

淫褻物品審裁處為物品或在公眾地方展示的事物鑑定類別，並且評定是否含淫褻或不雅成分。

死因裁判法庭負責調查死亡個案及如認為有需要的話，進行研訊。

少年法庭負責審理被控人為兒童或16歲以下的少年人的案件，但不包括殺人罪。此外，少年法庭也可為兒童或少年人發出照顧或保護令。該法庭分別設於東區、九龍城、西九龍、粉嶺及屯門裁判法院內。

法庭登記處及詢問處

各法院均設有登記處，負責文件存檔，排期審訊案件，並且為法官及司法人員提供協助。以下為有關登記處的地址及查詢電話：

終審法院登記處

地址：香港中環昃臣道8號終審法院大樓地下

電話：2123 0123

傳真：2121 0300

高等法院登記處

地址：香港金鐘道38號高等法院大樓低層一樓

電話：2523 2212

傳真：2524 9725

高等法院書記主任辦事處

地址：香港金鐘道38號高等法院大樓地下G31室

電話：2825 4672

傳真：2530 3512

競爭事務審裁處登記處

地址：香港金鐘道38號高等法院大樓低層三樓LG343室

電話：2825 0426

傳真：2487 5509

遺產承辦處

地址：香港金鐘道38號高等法院大樓低層三樓

電話：2840 1683

傳真：2524 7737

區域法院登記處

地址：香港灣仔港灣道12號灣仔政府大樓區域法院六樓

電話：2845 5696

傳真：2824 1641

家事法庭登記處

地址：香港灣仔港灣道12號灣仔政府大樓閣樓二

電話：2840 1218

傳真：2523 9170

土地審裁處登記處

地址：九龍油麻地加士居道38號土地審裁處大樓地下

電話：2771 3034

傳真：2384 4896 / 2384 4901

裁判法院

一般查詢電話：2677 8373

東區裁判法院

地址：香港西灣河太安街29號東區法院大樓七樓

傳真：2886 5034

九龍城裁判法院

地址：九龍九龍城亞皆老街147M號九龍城法院大樓三樓

傳真：2351 4708

觀塘裁判法院

地址：九龍觀塘鯉魚門道10號觀塘法院大樓二樓

傳真：2347 4595

西九龍裁判法院

地址：九龍深水埗通州街501號西九龍法院大樓A座三樓

傳真：2413 8737

粉嶺裁判法院

地址：新界粉嶺璧峰路1號粉嶺法院大樓二樓

傳真：2675 5245

沙田裁判法院

地址：新界沙田宜正里1號沙田法院大樓二樓

傳真：2602 2872

屯門裁判法院

地址：新界屯門屯喜路1號屯門法院大樓二樓

傳真：2459 1292

勞資審裁處

地址：九龍油麻地加士居道36號勞資審裁處大樓地下

電話：2625 0020

傳真：2513 6797 / 2625 0556

小額錢債審裁處

地址：九龍深水埗通州街501號西九龍法院大樓B座三樓

電話：2877 4068

傳真：2587 9139

淫褻物品審裁處

地址：九龍深水埗通州街501號西九龍法院大樓A座九樓

電話：3916 6303

傳真：2568 1324

死因裁判法庭

地址：九龍深水埗通州街501號西九龍法院大樓A座九樓

電話：3916 6204

傳真：2568 1735

法庭支援服務

執達事務組

如法庭裁定你應收回款項，但對方卻沒有遵從照付，便可申請由執達主任執行該項判令。各執達主任辦事處的地址如下：

執達主任辦事處（海事及高等法院）

地址：香港金鐘道38號高等法院大樓低層三樓

電話：2825 4300

傳真：2530 3543

執達主任辦事處（灣仔政府大樓）

地址：香港灣仔港灣道12號灣仔政府大樓二十六樓

電話：2582 3081

傳真：2587 9806

執達主任辦事處（觀塘法院大樓）

地址：九龍鯉魚門道10號觀塘法院大樓二樓207室

電話：2772 9263

傳真：2952 9043

執達主任辦事處（西九龍法院大樓）

地址：九龍深水埗通州街501號西九龍法院大樓B座十樓

電話：3916 6501

傳真：2492 5309

執達主任辦事處（沙田法院大樓）

地址：新界沙田宜正里1號沙田法院大樓二樓224至227室

電話：2694 2289

傳真：2607 1430

法律參考資料及圖書館組

司法機構圖書館的館藏基本上都是普通法方面的資料，主要存放於終審法院圖書館、高等法院圖書館及區域法院圖書館內。另外於各內庭、裁判法院及審裁處亦存有一些藏書供法官及司法人員使用。司法機構圖書館提供法律參考及資訊服務、影印和其他服務予法官及司法人員、司法機構職員、法律專業人士和法律系學生。準備法庭聆訊的訴訟人士亦可申請在司法機構指定的期間內臨時使用圖書館。

持有司法機構圖書證人士可使用高等法院和區域法院圖書館；律師和有關訴訟人士可在其案件於終審法院聆訊期間使用終審法院圖書館。

如欲獲得更多圖書館服務的資訊，請參閱圖書館網頁 (<https://library.judiciary.hk>)。

開放時間

終審法院圖書館

星期一至星期五 上午八時五十分至下午一時
下午二時至六時

高等法院圖書館

星期一至星期五 上午八時四十五分至下午六時

區域法院圖書館

星期一至星期五 上午八時五十分至下午六時

星期六、日及公眾假期，所有圖書館休息。

查詢電話

終審法院圖書館：2123 0044

高等法院圖書館：2867 2400

區域法院圖書館：2582 4062

法庭語文組

法庭語文組的主要工作是為不諳中文或英文的人士在香港進行的各級法庭程序中提供傳譯服務，並負責核證供香港法庭聆訊使用的翻譯文件。刑事案件的譯文核證服務是免費的，而民事案件的譯文核證服務則須收取有關法例所訂明的費用。法庭語文組位於香港灣仔港灣道12號灣仔政府大樓二十六樓，查詢電話2582 2904。

新聞及公共關係組

除了處理與傳媒有關的工作外，新聞及公共關係組亦會印製小冊子及製作短片，介紹各法院、審裁處的工作和程序；大部分小冊子可於各法院大樓免費索取，小冊子的內容及部分短片亦已上載司法機構的網站 (<http://www.judiciary.hk>)。

交流/訪問

有關終審法院的導賞活動，請參閱終審法院網頁 (<http://www.hkcfa.hk>)，或致電2123 0156查詢。

有關其他參觀的安排，請致電2123 0159查詢。

一般查詢

查詢有關法庭服務的資料，可致電2869 0869。

司法機構

二〇二四年十二月

(第十三版)

GUIDE TO COURT SERVICES

HKSAR's courts and its judiciary

The Judiciary of the Hong Kong Special Administrative Region (HKSAR) is responsible for the administration of justice in Hong Kong. It hears all prosecutions and civil disputes, including disputes between individuals and the Government.

What is the structure of HKSAR's courts?

The [Court of Final Appeal](#) is the highest appellate court in the HKSAR. It has jurisdiction in respect of matters conferred on it by the Hong Kong Court of Final Appeal Ordinance, Cap. 484 and by any other law. It hears appeals on civil and criminal matters from the High Court (the Court of Appeal and the Court of First Instance).

The [Court of Appeal](#) hears appeals on all civil and criminal matters from the Court of First Instance and the District Court. It also hears appeals from Competition Tribunal, Lands Tribunal and various Tribunals and Statutory Bodies.

The **Court of First Instance** has unlimited jurisdiction in both civil and criminal matters. It also hears appeals from Magistrates' Courts, the Small Claims Tribunal, the Obscene Articles Tribunal, the Labour Tribunal and the Minor Employment Claims Adjudication Board. For criminal trials, judges of the Court of First Instance normally sit with a jury of seven (nine on the special direction of the judge).

The **Competition Tribunal** is a superior court of record set up by the Competition Ordinance, Cap. 619 to deal with legal proceedings concerning competition matters.

The **District Court** hears civil disputes of a value over \$75,000 but not more than \$3 million. Its criminal jurisdiction is limited to 7 years' imprisonment.

The **Family Court** deals mainly with divorce cases and related matters such as maintenance and the welfare of children.

There are 7 **Magistrates' Courts**. They exercise criminal jurisdiction over a wide range of indictable and summary offences meriting up to 2 years' imprisonment and a fine of \$100,000. However, the court may impose sentences of up to 3 years' imprisonment where there are two or more indictable offences being dealt with at the same time. Indeed, under some Ordinances, a single offence may carry 3 years' imprisonment and a fine of \$5 million.

The [Lands Tribunal](#) has jurisdiction to determine applications by landlords for possession of premises under the Landlord and Tenant (Consolidation) Ordinance, Cap. 7 or under the Common Law. The Tribunal also deals with cases arising from disputes in relation to building management. The Tribunal also hears applications for the determination of compensations caused by land resumption and payable by the Government because of public developments pursuant to the relevant ordinances, and determine appeals against the assessment of rateable value / government rent or market value of property under the Housing Ordinance. The Tribunal can determine applications made by majority owners of a land for the sale of the land for redevelopment purpose under the Land (Compulsory Sale for Redevelopment) Ordinance, Cap. 545.

The [Labour Tribunal](#) deals with labour disputes. There is no upper limit on the amount of claim, but the Tribunal only hears cases which the amount of claim exceeds \$15,000 for at least one of the claimants in a claim or which the number of claimants in the claim exceeds 10. Hearings are informal and no legal representation is allowed.

The [Small Claims Tribunal](#) hears civil claims within its jurisdiction of up to \$75,000. Hearings are informal and no legal representation is allowed.

The [Obscene Articles Tribunal](#) determines and classifies whether or not an article or matter publicly displayed is obscene or indecent.

The **Coroner's Court** conducts investigations and, if necessary, holds inquests into deaths.

The **Juvenile Court** hears charges against children or young persons under the age of 16, except where the charge is one of homicide. It may also make care or protection orders in respect of children or juveniles. It sits in the Eastern, Kowloon City, West Kowloon, Fanling and Tuen Mun Magistrates' Courts.

Court Registries and enquiries

Each court has its own registry which is responsible for filing documents, listing cases for hearing, and providing support to judges and judicial officers. The following are the addresses and enquiry telephone numbers of these registries:

Court of Final Appeal Registry

Address: G/F, Court of Final Appeal Building,
8 Jackson Road, Central, Hong Kong
Telephone: 2123 0123
Facsimile: 2121 0300

High Court Registry

Address: LG1, High Court Building,
38 Queensway, Hong Kong
Telephone: 2523 2212
Facsimile: 2524 9725

Clerk of Court's Office

Address: Room G31, G/F, High Court Building,
38 Queensway, Hong Kong

Telephone: 2825 4672

Facsimile: 2530 3512

Competition Tribunal Registry

Address: Room LG343, LG3, High Court Building,
38 Queensway, Hong Kong

Telephone: 2825 0426

Facsimile: 2487 5509

Probate Registry

Address: LG3, High Court Building,
38 Queensway, Hong Kong

Telephone: 2840 1683

Facsimile: 2524 7737

District Court Registry

Address: 6/F, District Court, Wanchai Tower,
12 Harbour Road, Wanchai, Hong Kong

Telephone: 2845 5696

Facsimile: 2824 1641

Family Court Registry

Address: M2/F, Wanchai Tower,
12 Harbour Road, Wanchai, Hong Kong

Telephone: 2840 1218

Facsimile: 2523 9170

Lands Tribunal Registry

Address: G/F, Lands Tribunal Building,
38 Gascoigne Road, Yau Ma Tei, Kowloon

Telephone: 2771 3034

Facsimile: 2384 4896 / 2384 4901

Magistrates' Courts

General Enquiry Telephone : 2677 8373

Eastern Magistrates' Courts

Address: 7/F, Eastern Law Courts Building,
29 Tai On Street, Sai Wan Ho, Hong Kong

Facsimile: 2886 5034

Kowloon City Magistrates' Courts

Address: 3/F, Kowloon City Law Courts Building,
147M, Argyle Street, Kowloon City, Kowloon

Facsimile: 2351 4708

Kwun Tong Magistrates' Courts

Address: 2/F, Kwun Tong Law Courts Building,
10 Lei Yue Mun Road, Kwun Tong, Kowloon

Facsimile: 2347 4595

West Kowloon Magistrates' Courts

Address: 3/F, Tower A, West Kowloon Law Courts Building,
501 Tung Chau Street, Sham Shui Po, Kowloon

Facsimile: 2413 8737

Fanling Magistrates' Courts

Address: 2/F, Fanling Law Courts Building,
1 Pik Fung Road, Fanling, New Territories

Facsimile: 2675 5245

Shatin Magistrates' Courts

Address: 2/F, Shatin Law Courts Building,
1 Yi Ching Lane, Shatin, New Territories

Facsimile: 2602 2872

Tuen Mun Magistrates' Courts

Address: 2/F, Tuen Mun Law Courts Building,
1 Tuen Hi Road, Tuen Mun, New Territories

Facsimile: 2459 1292

Labour Tribunal

Address: G/F, Labour Tribunal Building,
36 Gascoigne Road, Yau Ma Tei, Kowloon

Telephone: 2625 0020

Facsimile: 2513 6797 / 2625 0556

Small Claims Tribunal

Address: 3/F, Tower B, West Kowloon Law Courts Building,
501 Tung Chau Street, Sham Shui Po, Kowloon

Telephone: 2877 4068

Facsimile: 2587 9139

Obscene Articles Tribunal

Address: 9/F, Tower A, West Kowloon Law Courts Building,
501 Tung Chau Street, Sham Shui Po, Kowloon

Telephone: 3916 6303

Facsimile: 2568 1324

Coroner's Court

Address: 9/F, Tower A, West Kowloon Law Courts Building,
501 Tung Chau Street, Sham Shui Po, Kowloon

Telephone: 3916 6204

Facsimile: 2568 1735

Court Supporting Services

Bailiff Section

After you have obtained a court judgment for payment of money to you, you can apply for its enforcement by Court Bailiffs if the judgment is not complied with. The Bailiff Offices are located as follows:

Bailiff Office (Admiralty and High Court)

Address: LG3, High Court Building,
38 Queensway, Hong Kong

Telephone: 2825 4300

Facsimile: 2530 3543

Bailiff Office (Wanchai Tower)

Address: 26/F, Wanchai Tower,
12 Harbour Road, Wanchai, Hong Kong

Telephone: 2582 3081

Facsimile: 2587 9806

Bailiff Office (Kwun Tong Law Courts Building)

Address: Room 207, 2/F, Kwun Tong Law Courts Building,
10 Lei Yue Mun Road, Kowloon

Telephone: 2772 9263

Facsimile: 2952 9043

Bailiff Office (West Kowloon Law Courts Building)

Address: 10/F, Tower B, West Kowloon Law Courts Building,
501 Tung Chau Street, Sham Shui Po, Kowloon

Telephone: 3916 6501

Facsimile: 2492 5309

Bailiff Office (Shatin Law Courts Building)

Address: Room 224-227, 2/F, Shatin Law Courts Building,
1 Yi Ching Lane, Shatin, New Territories

Telephone: 2694 2289

Facsimile: 2607 1430

Legal Reference and Library Section

The collection of the Judiciary Libraries is basically of common law materials housed mainly in the Court of Final Appeal Library, High Court Library and District Court Library. Some collections are located in the chambers, Magistrates' Courts and Tribunals for judges and judicial officers. The Judiciary Libraries provide legal reference and information services, photocopying and other services to the judges and judicial officers, staff of the Judiciary, members of the legal profession and law students. Litigants preparing for a coming court hearing may also apply for temporary library admission for a period specified by the Judiciary.

Judiciary library card holders may use the High Court Library and the District Court Library. Legal practitioners and parties to legal proceedings may use the Court of Final Appeal Library on the days when their cases are being heard in the Court of Final Appeal.

For more information about library services, please visit the library website (<https://library.judiciary.hk>).

Opening hours

Court of Final Appeal Library

Mondays to Fridays	8:50 a.m. to 1:00 p.m. 2:00 p.m. to 6:00 p.m.
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High Court Library

Mondays to Fridays	8:45 a.m. to 6:00 p.m.
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District Court Library

Mondays to Fridays	8:50 a.m. to 6:00 p.m.
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All libraries close on Saturdays, Sundays and public holidays.

Enquiry telephone numbers

Court of Final Appeal Library:	2123 0044
High Court Library:	2867 2400
District Court Library:	2582 4062

Court Language Section

The Court Language Section in the main provides interpreting services for those who are not conversant with Chinese or English in all court proceedings in Hong Kong. The Section is also responsible for certifying the translation of documents for use in court proceedings in Hong Kong. For such certification service, it is provided free for criminal cases, but a prescribed fee is charged for civil cases. The Court Language Section is located on 26/F, Wanchai Tower, 12 Harbour Road, Wanchai, Hong Kong (Tel.: 2582 2904).

Press and Public Relations Office

Apart from undertaking media related work, this office also prepares publications and produces videos that introduce the work and procedures of various courts and tribunals. Most of these publications are available free in the court buildings. Contents of the publications and some videos are also uploaded onto the Judiciary website (<http://www.judiciary.hk>).

Exchange / Visit

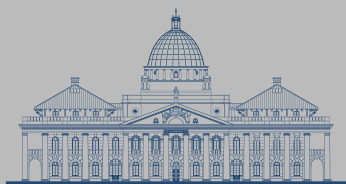
For enquiries on guided visits to the Court of Final Appeal, please refer to the Court of Final Appeal website (<http://www.hkcfa.hk>) or call 2123 0156.

For details of other visit arrangement, please call 2123 0159.

General Enquiries

You can obtain general information or make enquiries about court services by calling 2869 0869.

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司 法 機 構 JUDICIARY

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