
2021年選舉委員會界別分組一般選舉 免費投寄選舉郵件摘要

2021 Election Committee Subsector Ordinary Elections Summary on Free Posting of Election Mail

免費投寄選舉郵件的條件

Posting Conditions of Postage-free Election Mail

- 1) 每名候選人，可免付郵資向其獲有效提名的界別分組內的每名已登記的投票人寄出一份選舉郵件。
- 2) 選舉郵件必須：
 - a) 投寄到香港境內的地址；
 - b) 只載有與候選人參選上述選舉相關的物料，及就聯合選舉郵件而言，同時載有與“投寄選舉郵件通知書”上所列的同一界別分組其他候選人參選上述選舉相關的物料；
 - c) 重量不超逾50克；
 - d) 尺碼不大於165毫米乘以245毫米，但不小於90毫米乘以140毫米；及
 - e) 矩形形狀，例如正方形及長方形；
 - f) 厚度大於0.25毫米，但不超逾5毫米；及
 - g) 不含有任何淫褻、不道德、不雅、令人反感或帶永久形式誹謗的文字、圖片或其他東西。

候選人應根據所有適用的法律及《選舉委員會界別分組選舉活動指引》發布選舉廣告。

- 1) A candidate is permitted to post one election mail to each registered voter in the subsector for which he/she is validly nominated free of postage.
- 2) The letter must:
 - a) be posted and delivered to an address in Hong Kong;
 - b) contain materials relating only to the candidature of the candidate or candidates on the list, and in the case of joint election mail, also contain materials relating only to the candidature of the other candidate(s) of the same subsector as set out in the “Notice of Posting of Election Mail”, at the above election;
 - c) not exceed 50 grams in weight;
 - d) be not larger than 165 mm x 245 mm and not smaller than 90 mm x 140 mm in size;
 - e) rectangular in shape, including square and rectangle;
 - f) not thinner than 0.25mm and not exceed 5 mm in thickness; and
 - g) not contain any obscene, immoral, indecent, offensive or libelous writing, picture or other thing.

A candidate should publish election advertisements in accordance with all applicable laws and the “Guidelines on Election-related Activities in respect of the Election Committee Subsector Ordinary Elections”.

選舉郵件包裝形式及規格

Packing Conditions for Election Mail

- 郵件正面(貼有地址標貼的一面)必須印上“選舉郵件”或“選舉廣告”字樣、或英文“Election Mail”或“Election Advertisement”字樣；
 - 地址欄長度最小為80毫米，高度最小為30毫米。地址欄背景應為白色，字體應為黑色；
 - 每個英文字母的高度不少於2.5毫米；闊度不少於2毫米。每個中文字的高度不少於3毫米；闊度不少於3毫米。各行地址必須使用大小和種類相同的字型。每行地址之間相隔不少於1.5毫米，不應互相重疊，並保持行距一致。
 - 每封免費投寄的選舉郵件只可載有選民的一個地址。
 - 郵件須附有中文或英文印刷詳情(即印刷人名稱、地址、印製日期及印製數量)；
 - 摺疊式郵件頁邊中間位置要貼上膠紙，以防藏入其他體積細小的郵件。所有開口的闊度一律不得超過 90毫米。
- The Chinese characters “選舉郵件” or “選舉廣告” or words “Election Mail” or “Election Advertisement” must be printed on the address (front) side of election item (the side with address label);
 - An address zone of at least 80mm long and 30 mm high in white background colour should be reserved while the characters of the postal address should be in black;
 - Each English character should not be less than 2.5 mm in height and 2 mm in width. Each Chinese character should not be less than 3 mm in height and 3 mm in width. The font size and type style should be the same for all the address lines. There should be a uniform line spacing of not less than 1.5 mm and the lines should not be overlapped.
 - Only one address of voter should be shown on each postage-free election mail;
 - Should bear printing details (name of printer, address, printing date and quantity in Chinese or English);
 - Folders with openings should be closed by adhesive flap or tape to avoid entrapping smaller letters. All open edges must not be longer than 90 mm in width.

詳情請參考《有關免費投寄選舉郵件的摘要事項》

For details, please refer to “Summary on Free Postage for Election Mail”.

投寄聯合選舉郵件

Posting of Joint Election Mail

- 為了讓候選人可聯合宣傳並減少消耗紙張，法例容許以下類別的候選人在指定的情況下，免付郵資寄出聯合選舉郵件：
 - 同一界別分組的候選人
 - 聯合選舉郵件所載的候選人數目不得多於該分組界別的席位數目
- 聯合選舉郵件不會被視為其他候選人投寄的選舉郵件，即該其他候選人仍可向有關界別分組投票人/獲授權代表免費投寄一份選舉郵件。
- To enable candidates to jointly promote themselves and to reduce paper consumption, the law allows a candidate to send joint election mail to electors in specified circumstances:
 - candidate(s) of the same subsector
 - number of candidates in the joint election mail must be fewer than number of seats in the subsector concerned
- Joint election mail will not be regarded as the letter sent by that other candidate. This means that other candidates are still entitled to send 1 letter free of postage addressed to each voter or authorized representative of the subsector concerned.

提交選舉郵件樣本方法

Submission of Specimen

- 提交一式三份選舉郵件樣本及一式兩份“投寄選舉郵件通知書”(C17表格)
- 注意事項：
 - (一) 樣本不需封口，但須以投寄方式摺疊；
 - (二) 在批核完成後才可正式印刷；
 - (三) 樣本必須在投寄郵件前最少兩個完整的工作天(不包括星期六、日及公眾假期)前提交；
 - (四) 郵件樣本送交下列地點：

負責人	地址
經理(門市業務/港島西)	中環康樂廣場2號郵政總局
經理(門市業務/九龍東)	九龍灣宏展街1號中央郵件中心地下
經理(門市業務/新界西)	荃灣西樓角道38號荃灣政府合署10樓
經理(門市業務/新界東)	沙田上禾輦路1號沙田政府合署1樓

- To submit **3** specimens of election mails together with a “Notice of Posting of Election Mail” (Form C17) in **duplicate**.
- Important note:
 1. The specimen(s) should be unsealed, but must be folded as posting method;
 2. Proceed printing only after written approval of the specimen(s) is obtained;
 3. **At least two clear working days’ notice** (excluding Sat., Sun. and public holiday) must be given to HKP;
 4. The specimen(s) should be submitted to the address below:-

Responsible Officer	Address
Manager (Retail Business/Hong Kong West)	General Post Office, 2 Connaught Place, Central
Manager (Retail Business/Kowloon East)	G/F, Central Mail Centre, 1 Wang Chin Street, Kowloon Bay, Kowloon
Manager (Retail Business/New Territories West)	10/F, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan
Manager (Retail Business/New Territories East)	1/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin

- 詳情請參考《有關免費投寄選舉郵件的摘要事項》

- For details, please refer to “Summary on Free Postage for Election Mail”.

投寄辦法

Posting Arrangements

候選人須選定在下列一間的投寄局投寄免費選舉郵件。當候選人或其代表投寄郵件時，必須出示一式兩份已簽妥的“投寄選舉郵件聲明書”(C18表格)，及一份選舉郵件的副本。若候選人或其代表分批遞交選舉郵件，必須在每一次遞交郵件時使用同一張“投寄選舉郵件聲明書”(C18表格)。

詳情請參考《有關免費投寄選舉郵件的摘要事項》

Candidates must select one of the following acceptance offices of Hongkong Post for free-election mail posting. When posting, the candidate or his/her representative must present a signed “Declaration for Posting of Election Mail” (Form C18) **in duplicate and a copy of election mail for record**. If a candidate makes posting in more than one batch, the same declaration form (Form C18) should be presented on each occasion.

For details, please refer to “Summary on Free Postage for Election Mail”.

投寄辦法

Posting Arrangements

郵政局/派遞局	郵件接收時間
香港： 香港仔郵政局、東區派遞局、郵政總局、華富郵政局、灣仔郵政局	派遞局 星期一至五： 上午九時至下午五時 星期六： 上午九時至下午一時
九龍： 長沙灣派遞局、九龍中央郵政局、九龍城派遞局、東九龍郵政局、尖沙咀郵政局、中央郵件中心大量郵件投寄櫃位	郵政局 請參考香港郵政網頁各郵政局的辦公時間
新界： 馬鞍山郵政局、西貢郵政局、沙田中央郵政局、 北區派遞局、大埔郵政局、荃灣郵政局、將軍澳郵政局、 屯門中央派遞局、元朗派遞局	

Post Offices/Delivery Offices	Mail Acceptance Hours
Hong Kong: Aberdeen Post Office, Eastern Delivery Office, General Post Office, Wah Fu Post Office, Wan Chai Post Office	Delivery Offices Mon to Fri: 9am – 5pm Sat: 9am – 1pm
Kowloon: Cheung Sha Wan Delivery Office, Kowloon Central Post Office, Kowloon City Delivery Office, Kowloon East Post Office, Tsim Sha Tsui Post Office, Bulk Mail Acceptance Counter of Central Mail Centre	Post Offices Please refer to Hongkong Post website for the opening hours of Post Offices
New Territories: Ma On Shan Post Office, Sai Kung Post Office, Sha Tin Central Post Office, North District Delivery Office, Tai Po Post Office, Tsuen Wan Post Office, Tseung Kwan O Post Office, Tuen Mun Central Delivery Office, Yuen Long Delivery Office	

投寄辦法

Posting Arrangements

選舉郵件須以**50或100封**一網投寄，以便點算。所有選舉郵件必須以同一面向疊齊，並按選舉事務處提供的地址標籤/地址列表的次序（例如按照大廈名稱或座號）排好。

The postings should be made up in bundles of **50 or 100 each** for easy counting. All election mails must be **stacked on the same side** and arranged in the same order as the address labels/address lists (e.g. by building name or block number) provided by the Registration and Electoral Office.

詳情請參考《有關免費投寄選舉郵件的摘要事項》

For details, please refer to “Summary on Free Postage for Election Mail”.

重要日期

Key Dates

(一) 提交選舉郵件樣本日期：
二〇二一年八月六日(星期五)至
二〇二一年九月六日(星期一)

1. For submission of specimen:
From 6 August 2021 (Friday) to
6 September 2021 (Monday)

(二) 投寄免費選舉郵件日期：
二〇二一年八月六日(星期五)至
二〇二一年九月九日(星期四)*

2. For sending postage-free election mail:
From 6 August 2021 (Friday) to
9 September 2021 (Thursday)*

* 在截郵限期後投寄的郵件或許不能
在投票日前寄達收件人

* *Postings made after the deadline may not
be delivered to addressees before the
polling day.*

查詢 Enquiries

助理經理(門市業務支援/港島)
中環康樂廣場2號
香港郵政總部
電話: 2921 2190

Assistant Manager
(Retail Business Support/Hong Kong)
Hongkong Post Headquarters
2 Connaught Place, Central
Tel: 2921 2190