

只供選舉事務處填寫
For Official Use Only
申請編號: _____
Application No.
遞交日期: _____
Date of
submission

代替訂明團體已登記的詳情申請
**APPLICATION FOR REPLACEMENT OF
THE REGISTERED PARTICULARS OF A PRESCRIBED BODY**

根據《選票上關於候選人的詳情(立法會及區議會)規例》(第541M章)第24條之規定
SPECIFIED PURSUANT TO SECTION 24 OF THE PARTICULARS RELATING TO CANDIDATES
ON BALLOT PAPERS (LEGISLATIVE COUNCIL AND DISTRICT COUNCILS) REGULATION (CAP. 541M)

(附註：(i) 此表格只適用於訂明團體申請代替其已登記的名稱、名稱縮寫及標誌。

Note: This form should only be used by a prescribed body to apply for replacement of its registered name, abbreviation of name and emblem.

(ii) 請用正楷填寫本表格，填寫前請參閱《填寫申請表說明》。

Please read the "Explanatory Notes on Completion of Application Form" before completing this form in BLOCK LETTERS.)

第一部分：訂明團體的詳情

Part I: PARTICULARS OF PRESCRIBED BODY

團體的中文名稱 (正楷)：_____

Name of the body in Chinese

團體的英文名稱 (正楷)：_____

Name of the body in English (in BLOCK LETTERS)

團體的中文名稱縮寫 (正楷)：_____

Abbreviation of the Chinese name of the body

團體的英文名稱縮寫 (正楷)：_____

Abbreviation of the English name of the body (in BLOCK LETTERS)

中文地址：_____

Address in Chinese

英文地址：_____

Address in English

電話號碼：_____ 傳真號碼：_____

Telephone Number

Fax Number

電郵地址：_____

Email Address

第二部分： 申請標的

Part II: SUBJECT OF APPLICATION

1. 以下所載關於上文第一部分所列之訂明團體的詳情，以代替已登記的同類詳情：

The following particulars relating to the body mentioned in Part I above are to replace the same kind of particulars that is registered:

- | | |
|---|--|
| <input type="checkbox"/> 團體的中文名稱
the Chinese name of the body | <input type="checkbox"/> 團體的中文名稱縮寫
the abbreviation of the Chinese name of the body |
| <input type="checkbox"/> 團體的英文名稱
the English name of the body | <input type="checkbox"/> 團體的英文名稱縮寫
the abbreviation of the English name of the body |
| <input type="checkbox"/> 團體的標誌 (見附註 10)
the emblem of the body (see note 10) | |

附註：請在適當方格內加上“✓”號。

Note: Please insert a tick “✓” in the appropriate box(es).

2. 顯示本團體名稱的有關證明書(附註)由_____發出 (見附上的副本)(只適用於代替已登記的中文或英文名稱)(見附註 11)。

The relevant certificate (note) showing the name of our body is issued by _____
(see the attached copy of the certificate)
(only applicable for the replacement of the registered Chinese or English name) (see note 11).

附註：有關證明書須由根據香港法律規管該團體的主管當局或規管機構向該團體發出，並顯示該團體的名稱。

Note: Relevant certificate means a certificate or document issued to the body by an authority or regulatory organization that regulates the body under the laws of Hong Kong and showing the name of the body.

3. 標誌的詳情見附上的圖示 (只適用於代替已登記的標誌)。

Details of the emblem are shown in the graphical representation attached (only applicable for the replacement of the registered emblem).

附註：圖示可以紙張、光碟或電郵方式提交。

Note: The graphical representation can be presented on paper, in disc or via e-mail.

第三部分： 聲明

Part III: DECLARATION

1. 本團體申請登記上文第二部分所列之詳情，以代替已登記的同類詳情。

Our body applies for the registration of the particulars mentioned in Part II above to replace the same kind of particulars that is registered.

2. 本團體擬同意在選票上印上上文第二部分所列明的申請標的，作為關於一個或多於一個作為候選人的人的詳情。

Our body intends to consent to the subject of application specified in Part II above being printed on ballot papers as particulars relating to one or more persons as candidates.

3. 本人特此聲明上文第一及第二部分所列之詳情乃屬真實和正確。

I hereby declare that the particulars as contained in Parts I and II above are true and correct.

簽署：
Signature _____

簽署人姓名 (正楷)：
Name of Signatory (in BLOCK LETTERS) _____

簽署人職銜：
Official Capacity of Signatory _____

日期：
Date _____

團體正式印鑑：
Official Chop of the body _____

填寫申請表說明

Explanatory Notes on Completion of Application Form

1. 在填寫此申請表前，請細心閱讀《選票上關於候選人的詳情（立法會及區議會）規例》（第541M章）（“規例”）。

Please read the Particulars Relating to Candidates on Ballot Papers (Legislative Council and District Councils) Regulation (Cap. 541M) (“Regulation”) before completing this form.

2. 請用中文或英文填寫此表格。

Please complete this form either in Chinese or in English.

3. 填妥之表格連同有關文件應透過郵遞（九龍觀塘觀塘道388號創紀之城1期渣打銀行中心29樓）、傳真（2574 7441）或電郵（gc4@reo.gov.hk）提交總選舉事務主任。

The completed form and all relevant documents should be submitted to the Chief Electoral Officer by post (29/F, Standard Chartered Tower, Millennium City 1, 388 Kwun Tong Road, Kwun Tong, Kowloon); by facsimile transmission (2574 7441); or by email (gc4@reo.gov.hk).

4. 申請人如以電郵方式遞交表格，請留意以下事項：

(a) 每個電郵大小不多於 25MB（百萬字節），呈交的附加檔可採用 Zip 檔進行壓縮；

(b) 呈交夾附的檔案必須採用下列的檔案格式提供、送達或出示：

一般文件

(i) 微軟的豐富文本格式或微軟文字檔；或

(ii) Adobe 可攜式文字格式

圖形 / 圖像

(iii) 圖形互換檔案格式；

(iv) 聯合圖像專家小組規範；

(v) 標誌圖形檔案格式；或

(vi) 便攜式網絡圖像格式

(c) 必須將表格的電子文本夾附於電郵中，本處不接受以其他方式（如提供雲端儲存的超連結）傳送檔案。

In submission of forms by e-mail, applicants should note the following requirements:

(a) The total size of each email must not exceed 25 MB, files included in a submission may be compressed using a zip format;

(b) Files included in a submission must be given, served or presented in the following file formats:

General Document

(i) Rich Text Format (RTF) or Microsoft Word Format (DOC/DOCX); or

(ii) Adobe Portable Document Format (PDF)

Graphics/Images

(iii) Graphics Interchange Format (GIF);

(iv) Joint Photographic Experts Group (JPEG);

(v) Tag Image File Format (TIFF); or

(vi) Portable Network Graphics (PNG)

(c) Electronic files of the form must be attached in the email. Other transmission methods (e.g. providing a hyperlink of cloud storage) are not accepted.

5. 在填寫此申請表時如有任何問題，可在辦公時間內致電選舉事務處熱線 2891 1001 查詢。
For enquiries concerning the completion of this form, please call the Hotline of the Registration and Electoral Office at 2891 1001 during office hours.
6. 如任何文件根據規例須由某團體或組織簽署，則該文件必須由該團體或組織為此而授權的人簽署。
If a document is required to be signed by a body or organization under the Regulation, it must be signed by a person authorized in that behalf by the body or organization.
7. 訂明團體指訂明政治性團體或訂明非政治性團體。
Prescribed body means a prescribed political body or a prescribed non-political body.
8. 訂明政治性團體指在香港運作的 —
(a) 屬政黨的團體或組織；
(b) 宣稱是政黨的團體或組織；或
(c) 首要功能或主要宗旨是為參加選出立法會及/或區議會議員的選舉的候選人宣傳或作籌備的團體或組織。
Prescribed political body means a body or organization operating in Hong Kong —
(a) that is a political party;
(b) that purports to be a political party; or
(c) the principal function or main object of which is to promote or prepare a candidate for election as a Member of the Legislative Council and/or the District Council.
9. 訂明非政治性團體指在香港運作而並非訂明政治性團體的團體或組織。
Prescribed non-political body means a body or organization operating in Hong Kong that is not a prescribed political body.
10. 標誌指任何能夠藉繪圖方式表述的記號，尤其可包括以下所有項目或其中任何項目 —
(a) 文字；
(b) 徵示；
(c) 設計式樣；
(d) 字母；
(e) 字樣；
(f) 數字；
(g) 圖形元素；
(h) 顏色。
An emblem means any sign that is capable of being represented graphically and may, in particular, consist of all or any of the following —
(a) words;
(b) indications;
(c) designs;
(d) letters;
(e) characters; (f) numerals;
(g) figurative elements;
(h) colours.
11. 有關證明書指由根據香港法律規管該團體的主管當局或規管機構向該團體發出的並顯示該團體的名稱的證明書或文件。
Relevant certificate means a certificate or document issued to the body by an authority or regulatory organization that regulates the body under the laws of Hong Kong and showing the name of the body.

12. 如訂明團體申請登記的詳情，以代替已就該團體登記的同類詳情仍然待決，則該團體不得提出申請。

A prescribed body must not make an application if the prescribed body's application for the registration of the particulars to replace the same kind of particulars that is registered in relation to the body remains pending.

13. 在任何年度登記周期內提出的任何申請 —

(a) 若是在該年度登記周期的有關截止日期當日或之前提出的，則選舉管理委員會必須在該截止日期後，在切實可行的範圍內盡快處理該申請，而無論如何，選舉管理委員會必須在該年度登記周期內處理該申請；或

(b) 若是在該年度登記周期的有關截止日期後提出的，則選舉管理委員會必須在下一個年度登記周期的有關截止日期後，在切實可行的範圍內盡快處理該申請，而無論如何，選舉管理委員會必須在該下一個年度登記周期內處理該申請。

“年度登記周期”指每年1月1日開始至同年12月31日結束的期間。“有關截止日期”指在該年度登記周期內的6月15日。

The Electoral Affairs Commission must process any application made in any annual registration cycle —

(a) if the application is made on or before the relevant cut-off date of that annual registration cycle, as soon as practicable after that cut-off date, and in any event within that annual registration cycle; or

(b) if the application is made after the relevant cut-off date of that annual registration cycle, as soon as practicable after the relevant cut-off date of the next following annual registration cycle, and in any event within the next following annual registration cycle.

"Annual registration cycle" means the period that begins on 1 January of a year and ends on 31 December of the same year. "Relevant cut-off date" means 15 June in that annual registration cycle.

14. 任何人不得 —

(a) 於在與根據規例提出的任何申請的情況下使用的任何文件中，作出該人明知在要項上屬虛假的任何陳述；

(b) 罔顧實情地在(a)段所提述的任何文件中，作出在要項上不正確的任何陳述；或

(c) 明知而在(a)段所提述的任何文件中遺漏任何要項。

任何人違反上述規定，即屬犯罪，可處第2級罰款及監禁6個月。

A person must not —

(a) in any document used in connection with any application made under the Regulation make any statement that the person knows to be false in a material particular;

(b) in any document referred to in paragraph (a), recklessly make any statement that is incorrect in a material particular; or

(c) knowingly omit any material particular from any document referred to in paragraph (a).

A person who contravenes the above regulation commits an offence and is liable to a fine at level 2 and to imprisonment for 6 months.

15. 請注意下列有關在此申請表提供個人資料的說明 —

(a) 資料用途

此申請表內的個人及其他有關的資料，會供選舉管理委員會及選舉事務處使用，並可予披露，以作有關規例的用途及供公眾查閱。

(b) 資料轉介

此申請表內的個人及其他有關的資料可能會提供給獲授權之其他部門或機構處理，作有關規例的用途。

(c) 索閱個人資料

任何人有權根據《個人資料(私隱)條例》(第486章)內所載的條款要求索閱及修訂所提供的其個人資料。

(d) 查詢

有關透過此申請表收集的個人資料的查詢包括索閱及修正個人資料，應向總選舉事務主任(地址：九龍長沙灣東京街西3號庫務大樓8樓)提出。

Please note the following with regard to the personal data supplied in this form —

(a) Purpose of Collection

The personal data and other related information supplied in this form will be used by the Electoral Affairs Commission and the Registration and Electoral Office, and can be disclosed, for purposes relating to the Regulation and for public inspection.

(b) Transfer of Information

The personal data and other related information supplied in this form may also be provided to departments or agencies authorized to process the information for purposes related to the Regulation.

(c) Access to Personal Data

A person has the right to request access to, and to request the correction of, the personal data he supplied in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) Enquiry

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the Chief Electoral Officer (Address: 8/F, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon).

選舉管理委員會

2025年3月

Electoral Affairs Commission

March 2025