

## 選舉事務處

## REGISTRATION AND ELECTORAL OFFICE

## 地方選區選民登記申請表／更改住址通知書

For REO's use only.

## Application for Voter Registration (Geographical Constituencies) / Report on Change of Residential Address

注意：請用正楷填寫本表格，填寫前請參閱填表須知。任何人士如明知或罔顧後果地作出任何虛假或不正確的陳述，或提供屬虛假達關鍵程度或具誤導性達關鍵程度的資料，即屬違法。

**IMPORTANT:** Please read the accompanying guidance notes before completing this form in BLOCK LETTERS. A person who knowingly or recklessly makes any false or incorrect statement or gives information which is materially false or misleading commits an offence under the law.

<b>1. 香港身分證號碼</b> HK IDENTITY CARD NUMBER		英文字母 Prefix	號碼 Number	核對號碼 Check Digit	<b>2. 性別</b> Sex		男 Male	女 Female
				( )				
<b>3. 本人在香港身分證所載的姓名</b> MY NAME AS SHOWN ON THE HK IDENTITY CARD								
中文姓名 Name in Chinese								
電碼 in Chinese Commercial Code								
姓 (英文) Surname								
名 (英文) Other Names in Full								
<b>4. 本人在香港的住址 (附註 7)。</b> 請用中文正楷或英文大楷填寫本欄。 MY RESIDENTIAL ADDRESS IN HONG KONG (Note 7). Please complete in CHINESE or in ENGLISH Block Letters. 在囚人士請先閱讀第 5 部份，以便在本部份提供與你所屬情況相符的地址。 For imprisoned persons, please read section 5 first, so that you can provide under this section an address which corresponds to your specific situation.								
單位／室 Flat/Room		(字)樓 Floor		樓宇層數請依升降機所用編號或以西式計算。			座 Block	
樓宇名稱 Name of Building								
屋邨／鄉村名稱及號數 Name of Estate / Number and Name of Village								
街道名稱及號數／地段號數 Number and Name of Street / Lot Number								
地區及分區名稱 Area and District Name								
住宅電話 Home Telephone Number				手提電話 Mobile Phone Number				
辦公室電話 Office Telephone Number				傳真號碼 Fax Number				
電郵地址 E-mail Address								
(提供電郵地址屬自願性質，有關電郵地址將提供予相關選區的候選人，以作發放選舉廣告的用途。 The provision of e-mail address is voluntary. The e-mail address will be provided to the candidates of the constituencies concerned for the purpose of sending election advertisement.)								
<b>5. 此部份只供在囚人士填寫：請你在適當的方格填上剔號「✓」（只可選擇一項）。</b> (附註 8) This section is applicable to imprisoned persons only. Please put a tick "✓" in the appropriate box (one box only). (Note 8).								
<input type="checkbox"/> 本人在懲教院所外有家居，該地址即本人在第 4 部份所填寫的地址。 I have a <u>home</u> outside the prison. The address is provided in section 4 above.								
<input type="checkbox"/> 本人在懲教院所外並沒有家居，但能夠提供在香港的最後住址的證明，該地址即本人在第 4 部份所填寫的地址。有關證明（例如：電費單、水費單）已夾附於本申請表。 I have <u>no home</u> outside the prison but I <u>can</u> provide proof on the address of my last dwelling-place in Hong Kong. The address is provided in section 4 above and the relevant proofs (such as bills for electricity and water charges) are enclosed.								
<input type="checkbox"/> 本人在懲教院所外並沒有家居，也未能提供在香港的最後住址的證明。本人在第 4 部份所填寫的住址是根據《人事登記規例》提供和最後記錄的住址。 I have <u>no home</u> outside the prison and I <u>cannot</u> provide any proof on the address of my last dwelling-place in Hong Kong. The address provided in section 4 above is my residential address furnished and last recorded under the Registration of Persons Regulations.								
<b>6. 選舉通訊語言選擇 (附註 9)</b> LANGUAGE PREFERENCE FOR ELECTION-RELATED COMMUNICATIONS (Note 9)								
請在適當方格內加上剔號「✓」來表示你的選擇： Please indicate your preference by putting a tick "✓" in the appropriate box:								
				<input type="checkbox"/>	中文 Chinese		<input type="checkbox"/>	英文 English
<b>7. 聲明 DECLARATION</b>								
本人謹此聲明表格上所填報詳情均屬真實及正確，及 I declare that the particulars entered in this form are true and accurate, and that								
(a) 上述住址是本人在香港的唯一或主要居所或根據法例可當作是在香港的唯一或主要居所的地址；及 The residential address entered above is the address of my only or principal residence in Hong Kong or the address which is deemed in accordance with law to be my only or principal residential address in Hong Kong; and								
(b) 本人符合登記成為地方選區選民的資格 (附註 5)；及 I am eligible to be registered as an elector in a geographical constituency (Note 5); and								
(c) 本人並沒有喪失登記為選民的資格 (附註 6)。 I am not subject to any disqualification from registration (Note 6).								
日期 Date :					簽名 Signature :			
日 Day		月 Month	年 Year					

通訊地址 (只供住址未有郵遞服務的人士或在囚人士使用) (附註 10)  
POSTAL ADDRESS  
(Only if there is no postal service available for your residential address  
or if you are an imprisoned person) (Note 10)

此欄由辦理機關填寫 FOR OFFICIAL USE ONLY

臨時編號 Work Code (Temp)

分區編號 DCCA Code

選舉事務處編號 Work Code (REO)

檔案編號 Batch Number

請沿虛線摺疊 FOLD HERE

沿實線剪下 CUT ALONG SOLID LINE

沿實線剪下 CUT ALONG SOLID LINE

**請注意** : 此表格可以郵遞方式寄回或傳真至 2891 1180。

**Note** : You may return this application by post or by FAX to 2891 1180.

郵費由持  
牌人支付  
POSTAGE  
WILL BE  
PAID BY  
LICENSEE

請沿虛線摺疊 FOLD HERE

如在本港投寄  
毋須貼上郵票  
NO POSTAGE  
STAMP  
NECESSARY IF  
POSTED IN  
HONG KONG

選舉登記主任收  
選舉事務處  
愛群商業大廈 10 樓  
香港灣仔愛群道 32 號

**BUSINESS REPLY SERVICE**  
**LICENCE NO. 商業回郵牌號: 4568**

Electoral Registration Officer  
Registration and Electoral Office  
10/F, Guardian House  
32 Oi Kwan Road  
Wan Chai  
Hong Kong

請沿此線對摺 FOLD HERE  
請用膠水封口，切勿用釘書釘  
Seal with glue. Do not use staples.

# 地方選區選民登記申請表／更改住址通知書

## 填表須知

- (1) 此表格適用於申請登記為地方選區選民或要求更改住址及其他個人資料。
- (2) 在有區議會選舉舉行的年份（即區議會選舉年），正式選民登記冊會於 9 月發表。至於其他非區議會選舉年的年份，正式選民登記冊則會於該年的 7 月發表。因此，有關申請截止日期如下：

### 申請登記成為選民

區議會選舉年： 7 月 16 日

非區議會選舉年： 5 月 16 日

### 已登記選民更改住址或其他個人資料

區議會選舉年： 8 月 29 日

非區議會選舉年： 6 月 29 日

- (3) 截止日期以選舉事務處接獲表格之日期為準。在上述截止日期後所收到的申請，本處會在編製下年度的登記冊時處理。
- (4) 如你在遞交表格十四天後，仍未收到選舉事務處的通知，你可致電該處查詢熱線 2891 1001，查詢有關申請的進展。
- (5) 通常來說你需要符合下列條件才能登記成為地方選區選民：
  - (a) 你是香港特別行政區護照條例（第 539 章）中所指的香港特別行政區永久性居民；及
  - (b) 你通常在香港居住；及
  - (c) 你已年滿 18 歲或在隨著提出申請後的首個 9 月 25 日（區議會選舉年）或 7 月 25 日（非區議會選舉年）或之前滿 18 歲；及
  - (d) 你持有身分證明文件，如香港永久性居民身分證；及
  - (e) 你並沒有喪失登記為選民的資格（附註 6）。

如欲查詢有關永久性居民身分的問題，請致電入境事務處熱線：2824 6111。

- (6) 通常來說，喪失資格登記為選民的人士包括下列各類：
  - (a) 根據《精神健康條例》（第 136 章）被裁斷為因精神上無行為能力而無能力處理和管理其財產及事務的人士；
  - (b) 任何武裝部隊成員。
- (7) (a) 根據你的住址，選舉登記主任會為你編配所屬的立法會地方選區及區議會選區，成為該些選區的選民。你的住址是指你在香港的唯一或主要居所。該住址資料將提供予相關選區的候選人，以作發放選舉廣告的用途。

- (b) 日後你的住址如有變更，請即以書面通知選舉登記主任。你的住址更改後，你所屬的選區可能要相應作出更改。
- (8) 如果你是在囚人士，請注意以下事項：
- (a) 登記地址：在囚人士必須填寫表格的第 5 部份，申報適用於你的情況。在囚人士不可使用懲教院所的地址作為選民登記住址。在填寫該部份時：
- 如果你屬於該部份所述的第二種情況，請把有關的證明資料，夾附於申請表；或
  - 如果你屬於該部份所述的第三種情況，並且有需要索取你根據《人事登記規例》提供和最後記錄的地址，可向入境事務處索取有關資料。索取資料的申請，可寄交：香港灣仔告士打道 7 號入境事務大樓 12 樓行政主任（人事登記）支援收。（如需協助，可聯絡選舉登記主任。）
- (b) 通訊地址：在囚人士可選擇在申請表上提供所屬懲教院所的地址或其他地址，作為他的通訊地址。這個通訊地址會如常交給候選人，供他們向有關選民發放選舉有關的資料。如果你選擇以所屬懲教院所的地址作為通訊地址，請提供囚犯編號，以便寄發資料在懲教院所內或在院所之間派遞。
- (c) 日後服刑期滿的須知事項：在囚人士如使用他在香港的最後居住地方或根據《人事登記規例》提供的最後居住地址作為選民的登記住址，他在服刑期滿離開懲教院所後，需盡快向選舉登記主任提供新的住址。否則，選舉登記主任會根據相關法例訂明的程序將他的姓名列入遭剔除者名單，而如果該人在法定限期前沒有提供新的主要居住地址，他的姓名將會在正式選民登記冊內遭刪除。
- (9) 一般情況下，選舉事務處與選民的通訊均為中、英雙語並用。這項語言選擇是為方便候選人在選舉期間能以你所選擇的語言與你通訊。如果你不填寫本部份，本處會假設你的選擇是中文。
- (10) 「通訊地址」只供住址未有郵遞服務的人士或在囚人士（後者請閱上文附註 8(b)）使用。如果你不屬於以上兩類的人士，請勿填寫本欄。
- (11) 上列附註只可作一般性指引。申請人亦應參閱《立法會條例》（第 542 章）、《選舉管理委員會條例》（第 541 章），以及根據此等條例訂立的附屬法例。
- (12) 如對選民登記有任何查詢，請致電：2891 1001。

## 個人資料收集聲明

### 資料用途

你在此表格（REO-1）內填報的個人及其他有關的資料，會供選舉事務處作選民登記及與選舉有關的用途。在此表格提供個人及其他有關的資料純屬自願。然而，你如果沒有提供足夠和正確的資料，本處可能無法處理你登記為選民的申請。如果選舉登記主任決定你有資格登記為選民，你在此表格提供的姓名及住址會列入選民登記冊，供市民查閱。

任何人如未事先徵得資料當事人的明確同意，而將在此表格內填報的個人資料用作上述用途以外的任何其他用途，即有可能違反《個人資料（私隱）條例》（第 486 章）。

### **資料轉介**

本處可能會把你提供的資料提供予其他獲授權部門／組織／人士，按有關條例及／或附屬法例作選民登記、選舉及所有相關的用途。

### **索閱個人資料及查詢**

根據《個人資料（私隱）條例》（第 486 章）內所載的條款，你有權要求索閱及改正所提供的個人和其他有關的資料。關於個人資料的查詢，應以書面向選舉登記主任（地址：香港灣仔港灣道 25 號海港中心 10 樓）提出。

# Application for Voter Registration (Geographical Constituencies) / Report on Change of Residential Address

## Guidance Notes

- (1) This application form is for registration as an elector in a geographical constituency or for reporting change in particulars and residential address.
- (2) The final register of electors will be published in September in a year in which District Council Election is to be held (i.e. District Council Election year), while for a year which is not a District Council Election year, the final register of electors will be published in July. In this regard, the application deadlines are as follows:

### Application for registration

District Council Election year: **16 July**

Non District Council Election year: **16 May**

### Report on change of residential address or other personal particulars by a registered elector

District Council Election year: **29 August**

Non District Council Election year: **29 June**

- (3) The above deadlines refer to the dates on which an application reaches the Registration and Electoral Office. Applications which reach this office later than the above dates will be considered for the purpose of compiling the register of electors for the following year.
- (4) **If you have not received any reply from the Registration and Electoral Office 14 days after submission of this application form, you may call the Enquiry Hotline 2891 1001 to check the progress of your application.**
- (5) Generally, you are eligible to be registered as an elector in a geographical constituency if:
  - (a) you are a permanent resident of the Hong Kong Special Administrative Region as defined by the Hong Kong Special Administrative Region Passports Ordinance (Cap. 539); and
  - (b) you ordinarily reside in Hong Kong; and
  - (c) you have reached 18 years of age or will reach 18 years of age on or before 25 September (for District Council Election year) **OR** 25 July (for Non District Council Election year) next following your application for registration; and
  - (d) you hold an identity document, e.g. a Hong Kong permanent identity card; and
  - (e) you are not subject to any disqualification from registration (Note 6).

For enquiries on permanent resident status, please call the Immigration Department hotline: 2824 6111

- (6) Generally, persons who are disqualified from registration include persons who:
  - (a) are found under the Mental Health Ordinance (Cap. 136) to be incapable, by reason of mental incapacity, of managing and administering their property and affairs;
  - (b) are members of any armed forces.
- (7) (a) You will be registered in the Legislative Council geographical constituency and the District Council constituency to which you belong according to your residential address which should be your only or principal residence in Hong Kong, i.e. a dwelling-place in Hong Kong at which you reside and which constitutes your sole or main home. The residential address will be provided to the candidates of the constituencies concerned for the purpose of sending election advertisement.

- (b) Please notify the Electoral Registration Officer in writing of any subsequent change of residential address as this might entail a consequential change of the constituency in which you are registered.
- (8) If you are an imprisoned person, please note the following :
- (a) Registered address : Please complete Section 5 of the application form to state the scenario applicable to you. Address of penal institution will **not** be accepted as a residential address for registration as elector. When you fill in that section of the form :
- if the second scenario is applicable, please enclose the relevant proofs requested; or
  - if the third scenario is applicable, and if you need to obtain the address furnished and last recorded under the Registration of Persons Regulations, please approach the Immigration Department. The request for information should be addressed to: Executive Officer (Registration of Persons) Support, 12/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong. (If you need any assistance, you may contact the Electoral Registration Officer.)
- (b) Postal address : You may choose to provide the address of the penal institution where you are imprisoned or other address in the application form as your postal address. **The postal address will be provided to candidates for the purpose of sending election-related materials to the electors concerned.** If you choose to use the address of a penal institution as your postal address, you are advised to provide the prisoner number for easy transmission of the election-related materials within/among the penal institutions.
- (c) Action required for an imprisoned person upon his release in future : For prisoner who uses his last dwelling-place in Hong Kong at which he resided or the address last recorded under the Registration of Persons Regulations as the registered address, the prisoner has to report his new residential address to the Electoral Registration Officer as soon as possible after he has served the sentence of imprisonment and left the penal institution. Otherwise, the Electoral Registration Officer will put his name into the omissions list according to the procedures prescribed in the relevant legislation. **If he does not update his record by providing his new principal residential address before the statutory deadline, his name will be removed from the final register.**
- (9) Normally, election-related communications issued to electors by the Registration and Electoral Office are in both Chinese and English. This language preference is to facilitate candidates' communications with you at elections in the language of your choice. If you do not complete this part, it will be assumed that your preferred language is Chinese.
- (10) Please provide a postal address only if there is no postal service available for your residential address, or if you are an imprisoned person (please see Note 8(b) above in respect of the latter situation). Please do not fill in this part if you do not meet either of the above two criteria.
- (11) These notes are for general guidance only. Applicants should also refer to the Legislative Council Ordinance (Cap. 542), the Electoral Affairs Commission Ordinance (Cap. 541) and subsidiary legislations made thereunder.
- (12) For enquiries on voter registration, please call 2891 1001.

## **Personal Information Collection Statement**

### **Purpose of Collection**

The personal data and other related information provided by you by means of this Form (REO-1) will be used by the Registration and Electoral Office for voter registration and election-related purposes. The provision of personal data and other related information by means of this Form is voluntary. However, if you do not provide adequate and accurate data we may not be able to process your application for registration as an elector. If the Electoral Registration Officer has determined that you are eligible to be registered as an elector, your name and residential address will be compiled in a register and made available for public inspection.

Any person who uses the personal data provided in this form without the express consent of the data subject for any purpose other than the purposes stated above may contravene the Personal Data (Privacy) Ordinance (Cap. 486).

### **Transfer of Information**

Where necessary, the information provided by you may also be provided to other authorized departments/organisations/persons for the purposes of voter registration and election under relevant Ordinances and/or subsidiary legislations and all purposes related thereto.

### **Access to Personal Data and Enquiry**

You have a right to request access to, and to request the correction of, the personal data and other related information you supplied in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486). Such requests and enquiries should be made in writing to the Electoral Registration Officer at 10th Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong.