

資助的申索
CLAIM FOR FINANCIAL ASSISTANCE

立法會選舉
LEGISLATIVE COUNCIL ELECTIONS

(地方選區／功能界別名稱)
(Name of Geographical/Functional Constituency)

選舉日期
Date of Election _____

(此表格須由候選人填寫及簽署。)
(This form must be completed and signed by the candidate(s).)

致：總選舉事務主任
To: Chief Electoral Officer

1. 本人/我們現就上述選舉提交資助的申索及明白獲資助的款額為以下最低款額：

I/We hereby lodge a claim for financial assistance in connection with the above-mentioned election and understand that the amount payable as financial assistance is the lowest of the following amounts:

- (a) 投予有關候選人名單或候選人的有效選票總數或有關地方選區/功能界別的登記選民數目的 50% 乘以指明的資助額所得的款額(註 6)：
The amount obtained by multiplying the total number of valid votes cast for the list of candidates or the candidate concerned or 50% of the number of registered electors for the geographical/functional constituency concerned by the specified rate (Note 6):

$$\frac{\text{有效選票總數/有關地方選區/功能界別的登記選民數目的 50\%}}{\text{(Total no. of valid votes cast/50\% of the no. of registered electors for the geographical/functional constituency concerned)}} \times \frac{\text{指明的資助額}}{\text{(Specified rate)}} = \frac{\text{總額}}{\text{(Total amount)}}$$

- (b) 候選人名單或候選人的申報選舉開支的 50%：
50% of the declared election expenses of the list of candidates or the candidate:

$$\frac{\text{申報選舉開支}}{\text{(Declared election expenses)}} \times 50\% = \frac{\text{總額}}{\text{(Total amount)}}$$

- (c) 如申報選舉開支超逾申報選舉捐贈，則兩者之間的差額（註 7）：
The difference in amount between the declared election expenses and the declared election donations if the former exceed the latter (Note 7):

$$\frac{\text{申報選舉開支}}{\text{(Declared election expenses)}} - \frac{\text{申報選舉捐贈}}{\text{(Declared election donations)}} = \frac{\text{總額}}{\text{(Total amount)}}$$

2. 請以支票支付 _____ (以上第 1 (a)、(b)、(c) 段中的最低款額)予*本人／下述候選人及將支票郵寄至下列地址 (註 8):

Please make payment of _____ (the lowest amount in paragraph 1(a), (b) and (c) above) to *me/the candidate named below by cheque and send it by post to the following address (Note 8):

候選人姓名

Name of Candidate _____

地址

Address _____

3. 現附上一份載有申報選舉開支及申報選舉捐贈賬目的選舉申報書及一份核數師報告以供核實 (註 5)。

An election return (with the accounts of the declared election expenses and the declared election donations) and an auditor's report are attached for your verification (Note 5).

4. 我／我們：(請在以下其中一個適當的空格內加上「✓」號)

I/We: (Please "✓" in one of the following boxes as appropriate)

屬於一個政治性團體。
belong to a political body.

屬於一個非政治性團體。
belong to a non-political body.

是獨立候選人/無黨派候選人。
am/are independent candidate(s)/non-affiliated candidate(s).

候選人姓名 Name of Candidate	身分證號碼 Identity Card No.	簽署 Signature

日期

Date _____

*請刪除不適用者。

Please delete if not applicable.

填寫申索表格須知 Notes on Completion of Claim Form

1. 請以中文或英文填寫此份表格。
Please complete this form either in Chinese or English.
2. 此申索表格必須由有關候選人或其合法遺產代理人(如有關候選人在提出申索前去世)親自簽署。
This claim form must be signed by the candidate or all the candidates concerned or his/her legal personal representative (in case the candidate concerned dies before submitting the claim) personally.
3. 任何合資格候選人或候選人名單如欲提出申索，必須填妥此表格。此表格須由候選人或在候選人名單上的其中一名候選人或其代理人在選舉結果公布的日期後的 60 天內或在原訟庭根據《選舉(舞弊及非法行為)條例》(第 554 章)第 40 條就選舉申報書的提交容許的延長限期內，親自交回總選舉事務主任。如有關選舉未能完成，候選人或候選人名單則須於宣布選舉未能完成後的 60 天內提交申索。
Eligible candidate or list of candidates wishing to lodge a claim must complete this form. This form must be returned by the candidate or one of the candidates on the list or the agent of the candidate or the list of candidates to the Chief Electoral Officer in person within 60 days after the date of publication of the result of the election, or within such extended period as may be allowed by the Court under section 40 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) for lodging an election return. If the election concerned has failed, the candidate or the list of candidates must lodge the claim within 60 days after the declaration of the failure of the election.
4. 只要有關候選人或至少一名在候選人名單上的候選人當選為議員或不是喪失資格的候選人及投予有關候選人/候選人名單的有效選票總數至少相等於有關地方選區/功能界別的有效選票總數的 5% (如有關地方選區/功能界別的選舉是有競逐的)，有關候選人或候選人名單便有資格獲得資助。
The candidate or the list of candidates is eligible for financial assistance if the candidate concerned or at least one candidate on the list is elected as a Member or is not a disqualified candidate and the total number of valid votes cast for the candidate or the list equals at least 5% of the total number of valid votes cast in the geographical/functional constituency concerned (if the election for a geographical/functional constituency concerned is contested).
5. 此申索表格須連同一份《選舉(舞弊及非法行為)條例》(第 554 章)第 2 條界定的選舉申報書及一份核數師報告一併遞交。核數師報告須確認核數師已按照《核證準則第 200 號 – 高度核證工作》審計有關申報選舉開支及申報選舉捐贈的賬目；及述明核數師的意見，有關選舉申報書是否在所有要項上均符合《選舉(舞弊及非法行為)條例》(第 554 章)第 37(1)及(2)(b)條。
This claim form must be accompanied by an election return defined under section 2 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) and an auditor's report. The auditor's report must confirm that the auditor has audited the accounts of the declared election expenses and the declared election donations in accordance with the Standard on Assurance Engagements 200, High Level Assurance Engagements; and state the auditor's opinion as to whether the election return complies with section 37(1) and (2)(b) of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) in all material respects.
6. 如有關選舉是沒有競逐的，請在表格內的第 1(a)段填寫在正式選民登記冊所載有關地方選區/功能界別的登記選民人數的 50%。否則，請在第 1(a)段內填寫投予有關候選人/候選人名單的有效選票總數。
If the election concerned is uncontested, please fill in 50% of the number of registered electors for the geographical/functional constituency concerned in the final register in paragraph 1(a) of the form. Otherwise, please fill in the total number of valid votes cast for the candidate or the list of candidates concerned in paragraph 1(a).
7. 如候選人沒有任何申報選舉捐贈，請留空表格內的第 1(c)段。
If there are not any declared election donations, please leave paragraph 1(c) of the form blank.
8. 在此表格第 2 段所述的申索款額不能超逾在立法會條例(第 542 章)第 60D 及 60E 條所註明的上限。如申報選舉捐贈超逾申報選舉開支，候選人或候選人名單不會獲得任何資助。

The amount claimed stated in paragraph 2 of this form must not exceed the ceiling stipulated in sections 60D and 60E of Legislative Council Ordinance (Cap. 542). If the declared election donations exceed the declared election expenses, no financial assistance will be paid to the candidate or the list of candidates.

9. 總選舉事務主任可要求候選人(等)，提供其為核實有關申索可合理地要求的進一步資料。該要求會以書面及掛號郵遞送交在表格第 2 段述明的地址。如候選人(等)未能於指明的限期內回覆，總選舉事務主任可無須事先通知而停止處理有關申索。
The Chief Electoral Officer may require the candidate(s) to provide further information as he may reasonably require to verify the claim. A requirement for further information will be in writing and sent by registered post to the address stated in paragraph 2 of the form. If the candidate(s) do/does not respond within the specified period, the Chief Electoral Officer may, without any prior notice, stop processing the claim.
10. 總選舉事務主任在核實有關申索後(但不早於選舉結果在憲報公布的日期後的 2 個月內)，會核證就該申索須付的資助款額，並通知庫務署署長該款額及該款額須付予何人。庫務署署長在接獲有關通知後，會在切實可行的範圍下，按照該通知支付。
After verifying the claim (but not earlier than 2 months after the publication of the election result in the Gazette), the Chief Electoral Officer will certify the amount of financial assistance payable on the claim and notify the Director of Accounting Services of the amount and the person to whom it is paid. The Director of Accounting Services will, as soon as practicable after receiving the notification, make the payment in accordance with the notification.
11. 如有人已提交與某地方選區/功能界別的選舉有關的呈請書，總選舉事務主任不得支付資助予候選人(等)，直至該呈請書被裁定、放棄或終止。
In case an election petition is lodged in relation to an election for a geographical/functional constituency, the Chief Electoral Officer must not make any payment of financial assistance to the candidate(s) until the determination, abandonment or termination of the petition.
12. 請注意以下有關填報個人資料的說明：
Please note the following with regard to the personal data provided in this form:
- (a) 資料用途
此表格內的資料會供選舉事務處用作與選舉相關的用途。
Purpose of Collection
The information provided in this form will be used by the Registration and Electoral Office for election-related purposes.
- (b) 資料轉介
有關資料可能會供其他獲授權處理資料的部門或機構用作與選舉相關的用途。
Classes of Transferees
The information provided in this form may also be provided to departments/agencies authorized to process the information for election-related purpose.
- (c) 索閱個人資料
你有權根據《個人資料(私隱)條例》內所載的條款要求索閱及修訂你所提供的個人資料。
Access to Personal Data
You have a right to request access to, and to request the correction of, the personal data that you provided in accordance with the provisions of the Personal Data (Privacy) Ordinance.
- (d) 查詢
有關透過本表格收集的個人資料的查詢，包括索閱及修訂個人資料，應向總選舉事務主任(地址：香港灣仔港灣道 25 號海港中心 10 樓)提出。
Enquiry
Enquiry 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 at 10th Floor, Harbour Centre, 25 Harbour Road, Wanchai, Hong Kong.

撤回通知書
NOTICE OF WITHDRAWAL

立法會選舉
LEGISLATIVE COUNCIL ELECTIONS

(地方選區／功能界別名稱)
(Name of Geographical/Functional Constituency)

選舉日期
Date of Election _____

(此表格須由候選人填寫及簽署。)
(*This form must be completed and signed by the candidate(s).*)

致：總選舉事務主任
To: Chief Electoral Officer

1. 本人/我們現依照《選舉管理委員會(立法會選舉資助)(申請及支付程序)規例》第7條撤回本人/我們在較早前就上述選舉提交的資助的申索，特此通知。

I/we hereby give you notice in accordance with section 7 of Electoral Affairs Commission (Financial Assistance for Legislative Council Elections) (Application and Payment Procedure) Regulation to withdraw my/our claim for financial assistance submitted earlier in connection with the above-mentioned election.

候選人姓名 Name of Candidate	身分證號碼 Identity Card No.	簽署 Signature

日期
Date _____

填寫撤回通知書須知
Notes on Completion of Notice of Withdrawal

1. 請以中文或英文填寫此份表格。
Please complete this form either in Chinese or English.
2. 此表格必須由有關候選人或其合法遺產代理人（如有關候選人已去世）親自簽署。
This form must be signed by the candidate or all the candidates concerned or his/her legal personal representative (in case the candidate concerned has died) personally.
3. 此表格必須由有關候選人或在有關候選人名單上的其中一名候選人或其代理人在通常辦公時間內親自於總選舉事務主任的辦事處提交。
This form must be presented at the office of the Chief Electoral Officer during ordinary business hours by the candidate concerned or one of the candidates on the list concerned or an agent of the candidate or the list of candidates in person.
4. 請注意下列有關填報個人資料的說明：
Please note the following with regard to the personal data provided in this form:
 - (a) 資料用途
此表格內的資料會供選舉事務處用作與選舉相關的用途。
Purpose of Collection
The information provided in this form will be used by the Registration and Electoral Office for election-related purposes.
 - (b) 資料轉介
有關資料可能會供其他獲授權處理資料的部門或機構用作與選舉相關的用途。
Classes of Transferees
The information provided in this form may also be provided to departments/agencies authorized to process the information for election-related purpose.
 - (c) 索閱個人資料
你有權根據《個人資料（私隱）條例》內所載的條款要求索閱及修訂你所提供的個人資料。
Access to Personal Data
You have a right to request access to, and to request the correction of, the personal data that you provided in accordance with the provisions of the Personal Data (Privacy) Ordinance.
 - (d) 查詢
有關透過本表格收集的個人資料的查詢，包括索閱及修訂個人資料，應向總選舉事務主任（地址：香港灣仔港灣道 25 號海港中心 10 樓）提出。
Enquiry
Enquiry 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 at 10th Floor, Harbour Centre, 25 Harbour Road, Wanchai, Hong Kong.

選舉管理委員會 Electoral Affairs Commission
年 月 (Date)

更改通知書
NOTICE OF VARIATION

立法會選舉
LEGISLATIVE COUNCIL ELECTIONS

(地方選區／功能界別名稱)
(Name of Geographical/Functional Constituency)

選舉日期
Date of Election _____

(此通知書須由所有在有關候選人名單上的候選人及已去世候選人的合法遺產代理人填寫及簽署。)
(*This notice must be completed and signed by all the candidates on the list concerned and the legal personal representative of the deceased candidate.*)

致：總選舉事務主任
To: Chief Electoral Officer

1. 我們現根據《選舉管理委員會（立法會選舉資助）（申請及支付程序）規例》第 10 條提交此更改通知書，並指定以下候選人代表我們收取資助的付款：
Pursuant to section 10 of the Electoral Affairs Commission (Financial Assistance for Legislative Council Elections) (Application and Payment Procedure) Regulation, we hereby present this notice of variation and nominate the following candidate to receive the payment of financial assistance on our behalf:

候選人姓名
Name of Candidate _____

2. 請以支票支付資助予上述候選人及將支票郵寄至下列地址：
Please make payment by cheque to the above-named candidate and send it by post to the following address:

地址
Address _____

候選人姓名 Name of Candidate	合法遺產代理人姓名 (只適用於已去世的候選人) Name of Legal Personal Representative (for deceased candidate only)	身分證號碼 Identity Card No.	簽署 Signature

日期
Date

填寫更改通知書須知 Notes on Completion of Notice of Variation

1. 請以中文或英文填寫此份通知書。
Please complete this notice either in Chinese or English.

2. 根據《選舉管理委員會（立法會選舉資助）（申請及支付程序）規例》第 10 條，如被指定收取資助的付款的候選人在付款前去世，則有關合資格的候選人名單上的所有候選人及該已去世的候選人的合法遺產代理人須簽署及提交一份更改通知書以指定另一名候選人代表該候選人名單上的候選人收取付款。
In accordance with section 10 of the Electoral Affairs Commission (Financial Assistance for Legislative Council Elections) (Application and Payment Procedure) Regulation, if the candidate nominated to receive a payment of financial assistance dies before the payment is made, all the candidates on the eligible list of candidates and the legal personal representative of the deceased candidate must nominate another candidate to receive the payment on behalf of the candidates on the list, by signing and submitting a notice of variation.

3. 此通知書必須由簽署有關申索表格的其中一名候選人或其代理人在通常辦公時間內親自於總選舉事務主任的辦事處提交。
This notice must be presented in person at the office of the Chief Electoral Officer during ordinary business hours by one of the candidates who has signed the claim form or his/her agent.

4. 總選舉事務主任可要求候選人(等)，提供其為核實有關申索可合理地要求的進一步資料。該要求會以書面及掛號郵遞送交在本通知書第 2 段述明的地址。如候選人(等)未能於指明的限期內回覆，總選舉事務主任可無須事先通知而停止處理有關申索。
The Chief Electoral Officer may require the candidate(s) to provide further information as he may reasonably require to verify the claim. A requirement for further information will be in writing and sent by registered post to the address stated in paragraph 2 of this notice. If the candidate(s) do/does not respond within the specified period, the Chief Electoral Officer may, without any prior notice, stop processing the claim.

5. 請注意下列有關填報個人資料的說明：
Please note the following with regard to the personal data provided in this notice:
 - (a) 資料用途
此通知書內的資料會供選舉事務處用作與選舉相關的用途。
Purpose of Collection
The information provided in this notice will be used by the Registration and Electoral Office for election-related purposes.

 - (b) 資料轉介
有關資料可能會供其他獲授權處理資料的部門或機構用作與選舉相關的用途。
Classes of Transferees
The information provided in this notice may also be provided to departments/agencies authorized to process the information for election-related purpose.

 - (c) 索閱個人資料
你有權根據《個人資料（私隱）條例》內所載的條款要求索閱及修訂你所提供的個人資料。
Access to Personal Data
You have a right to request access to, and to request the correction of, the personal data that you provided in accordance with the provisions of the Personal Data (Privacy) Ordinance.

(d) 查詢

有關透過本通知書收集的個人資料的查詢，包括索閱及修訂個人資料，應向總選舉事務主任（地址：香港灣仔港灣道 25 號海港中心 10 樓）提出。

Enquiry

Enquiry concerning the personal data collected by means of this notice, including the making of access and corrections should be addressed to the Chief Electoral Officer at 10th Floor, Harbour Centre, 25 Harbour Road, Wanchai, Hong Kong.

選舉管理委員會 Electoral Affairs Commission
年 月 (Date)