

選舉廣告資料摘要

INFORMATION SHEET IN RELATION TO ELECTION ADVERTISEMENTS

《選舉程序（鄉郊選舉）規例》（第 541 章，附屬法例 L）第 92 條

Section 92 of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541 sub. leg. L)

注意： 如果候選人選擇以印本形式呈交選舉廣告作公眾查閱，他們必須填寫此表格。就已經上載至中央／候選人平台供公眾查閱的選舉廣告，此表格不適用。

Note: Candidates are required to complete this form if they choose to submit election advertisements in a hard copy format for public inspection. For election advertisements already posted on the Central/Candidate's Platform for public inspection, this form is not applicable.

鄉郊補選（*原居民代表／居民代表／街坊代表）

Rural By-Election

(*Indigenous Inhabitant Representative / Resident Representative/ Kaifong Representative)

鄉事委員會

Rural Committee

村／墟鎮

Village/ Market Town

補選日期：_____年_____月_____日

Date of By-election：_____

[附註：在填寫此資料摘要前，請參閱《填寫選舉廣告資料摘要說明》。]

[Note: Before completing this information sheet, please read the "Notes on Completion of Information Sheet in Relation to Election Advertisements".]

致：選舉主任

To: Returning Officer

候選人姓名（正楷）：_____

Name of Candidate (in BLOCK LETTERS)

（姓 Surname）

（名 Other Name）

1. 我為上述*候選人／候選人的選舉代理人，現提供候選人或其他代表候選人之人士／團體已發布載於表一至表八中有關選舉廣告的資料，作為推廣或宣傳候選人在上述選舉參選之用（見說明第2項）。
I, being the above-mentioned *candidate/the election agent of the above-mentioned candidate, hereby provide information related to the election advertisement items listed in Tables I to VIII which have been published by the candidate or other persons/organizations on behalf of the candidate for the purpose of advertising or promoting the candidate in the above Election (see Note 2).
2. 我亦明白，不得發布在此資料摘要中未提及和在下文第3段(a)至(b)所述中沒有顯示的選舉廣告。
I also understand that no election advertisements shall be published other than those referred to in this information sheet and shown by the copies described in paragraph 3(a) and (b) below.
3. 我亦已向選舉主任繳存在此資料摘要中提及已發布之選舉廣告的下列資料—
I have also deposited with the Returning Officer the election advertisements contained in this information sheet which have been published-

- (a) 每個選舉廣告的印本形式文本 2 份(或就每個實際上不能或不便影印的選舉廣告，提交一式兩張明信片尺寸的彩色相片)，以及提供與該選舉廣告有關的准許文件的印本形式文本 1 份（見說明第3項）；或
two hard copies each of the election advertisements (or 2 identical postcard sized colour photographs of each election advertisement which cannot be practically or conveniently photocopied) and 1 hard copy each of the relevant permission (see Note 3); or
- (b) 兩份唯讀光碟(CD-ROM)或唯讀型數碼多功能光碟(DVD-ROM)，每份載有相同的選舉廣告，以及提供與該選舉廣告有關的准許文件的印本式文本 1 份。
two copies of a CD-ROM or DVD-ROM each containing the identical election advertisements and 1 hard copy each of the relevant permission.
4. 我亦明白須向有關選舉主任繳存有關的同意書的印本形式文本 1 份（如適用）（見說明第4項）。
I also understand that I shall deposit with the Returning Officer concerned 1 hard copy of the relevant consent (if applicable) (see Note 4).

*候選人／選舉代理人姓名(正楷)：
Name of *Candidate/Election Agent
(in BLOCK LETTERS)

(姓 Surname) (名 Other Name)

香港身分證號碼：
Hong Kong Identity Card Number

簽署：
Signature

日期：
Date

備註： * 請刪去不適用者。
Notes : * Delete whichever is inapplicable.

表一： 海報
Table I: Posters

項目編號 Item No.	印製日期 Date of Printing	印製的 文本數目 Number of copies printed	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	印刷人的姓名及地址 Name and address of the printer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表二： 小冊子
Table II: Pamphlets

項目編號 Item No.	印製日期 Date of Printing	印製的 文本數目 Number of copies printed	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	印刷人的姓名及地址 Name and address of the printer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表三：傳單（A3、A4或A5尺寸的紙張亦應算作傳單。）

Table III: Handbills (One-page paper with the size of A3, A4 or A5 should also be regarded as handbills.)

項目編號 Item No.	印製日期 Date of Printing	印製的 文本數目 Number of copies printed	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	印刷人的姓名及地址 Name and address of the printer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表四： 其他印刷物品（請註明有關選舉廣告的類別，例如報紙廣告、圖文傳真、名片、信封、明信片等。）

Table IV: Other Printed Items (Please specify the types of the election advertisements concerned, e.g. newspaper advertisements, facsimile, name cards, envelopes or postcards, etc.)

項目編號 Item No.	印製日期 Date of Printing	印製的 文本數目 Number of copies printed	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	印刷人的姓名及地址 Name and address of the printer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表五： 橫額
Table V: Banners

項目編號 Item No.	製作日期 Date of Production	製作的 文本數目 Number of copies produced	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	製作人的姓名及地址 Name and address of the producer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表六： 小旗
Table VI: Pennants

項目編號 Item No.	製作日期 Date of Production	製作的 文本數目 Number of copies produced	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	製作人的姓名及地址 Name and address of the producer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表七： 標語牌
Table VII: Placards

項目編號 Item No.	製作日期 Date of Production	製作的 文本數目 Number of copies produced	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	製作人的姓名及地址 Name and address of the producer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表八： 其他（未能分類為以上任何一項的選舉廣告應在此欄中填寫，例如光碟、電子訊息（包括電子郵件）、資訊系統網絡、電子展示版、電腦網頁、互聯網廣告等。）

Table VIII: Others (The election advertisements which cannot be classified into any one of the above items should be stated in this part. Examples are video discs, electronic messages (including electronic mail), information system network, electronic display boards, webpage, internet advertisements, etc.)

項目編號 Item No.	製作日期 Date of Production	製作的 文本數目 Number of copies produced	尺寸／面積 Size/Dimension	發布的文本數目 Number of copies published	發布日期 Date of publication	發布的方式 Manner of publication	准許文件的文本數目 Number of copies of Permission Document	製作人的姓名及地址 Name and address of the producer	選舉廣告及准許文件 樣本編號 (供政府部門填寫) Election Advertisement and Permission Document Sample Ref. No. (For Official Use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

填寫選舉廣告資料摘要說明

Notes on Completion of Information Sheet in Relation to Election Advertisements

1. 根據《選舉程序（鄉郊代表選舉）規例》（第 541 章，附屬法例 L）第 91 條，“發布”是指印刷、展示、展覽、分發、張貼、公布或以任何其他方式使公眾獲知，並包括繼續發布。

According to section 91 of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541 sub. leg. L), “publish” means print, display, exhibit, distribute, post up, publicly announce or make publicly known by any other means, and includes continue to publish.

2. 根據《公眾衛生及市政條例》（第 132 章）第 104A 條，“准許”是指私人土地的擁有人或佔用人或政府土地主管當局書面准許候選人展示或張貼招貼或海報的文件。

According to section 104A of the Public Health and Municipal Services Ordinance (Cap.132), “permission” means the written permission of the owner or the occupier of any private land or the authority of any government land for a candidate to display or affix a bill or poster.

3. 根據《選舉（舞弊及非法行為）條例》（第 554 章）第 27 條，“同意書”是指任何人或組織就候選人發布或授權發布收納了該人或組織的姓名、名稱或標識或跟該人或組織有關聯的姓名、名稱或標識；或與該人或組織有關聯的姓名、名稱或標識或與跟該人或組織有關聯的姓名、名稱或標識甚為相似的姓名、名稱或標識；或該人的圖像的選舉廣告的書面同意。

According to section 27 of the Election (Corrupt and Illegal Conduct) Ordinance (Cap. 554), “consent” means the consent in writing by any person or organization for a candidate to publish or authorize the publication of an election advertisement that includes the name or logo of or associated with the person or organization; or a name or logo that is substantially similar to the name or logo of or associated with the person or organization; or a pictorial representation of the person.

4. 在發布任何選舉廣告後的1 個工作天（即公眾假期及星期六以外的任何一天）內，候選人必須向有關選舉主任呈交有關廣告的文本兩份及相關的資料摘要一份。至於實際上不能或不便影印的選舉廣告，候選人則須呈交其彩色照片（明信片尺寸）兩張及相關的資料摘要一份。候選人必須確保遞交的選舉廣告詳情內容符合《選舉管理委員會（鄉郊代表選舉）規例》（第 541L 章）第 92 條及《鄉郊代表選舉活動指引》第四章的規定及要求。

A candidate must deposit with the relevant Returning Officer two copies each of the election advertisements together with this information sheet **within one working day after they are published (i.e. any day other than a general holiday and Saturday)**. In respect of the election advertisements which cannot be practically or conveniently photocopied, two postcard sized colour photographs of each election advertisement together with this information sheet must be provided. The candidate must ensure that the election advertisement particulars submitted complies with the rules and requirements as set out in section 92 of the Electoral Affairs Commission (Rural Representative Election) Regulation (Cap. 541L), and Chapter 4 of the “Guidelines on Election-related Activities in respect of the Rural Representative Election”.

5. 如已向選舉主任繳存的選舉廣告資料摘要須要作出修正，候選人應向選舉主任繳存「**已修正的選舉廣告資料通知書**」（表格編號：HAD/C11/By-E），任何已修正的資料應在不遲於選舉日後 2 個工作天內或在押後的選舉日之後的 2 個工作天內（如適用）向選舉主任繳存。如候選人沒有繳存任何「**已修正的選舉廣告資料通知書**」（表格編號：HAD/C11/By-E），則其原來的「選舉廣告資料摘要」將被視為依據，用以審查和核對「選舉開支及接受選舉捐贈之申報書及聲明書」（表格編號：HAD/C1/By-E）。

If subsequent correction to the information sheet deposited with the relevant Returning Officer is required, the candidate should deposit with the Returning Officer a “**Notification of Corrected Information in Relation to Election Advertisements**” (form no.: HAD/C11/By-E). Any such corrective information should be deposited with the Returning Officer **not later than two working days after the polling day or not later than two working days after the postponed or adjourned polling day, where applicable**. If no “**Notification of Corrected Information in Relation to Election Advertisements**” (form no.: HAD/C11/By-E) has been so deposited, this information sheet will be used as one of the bases for examining and checking the candidate’s “Return and Declaration of Election Expenses and Election Donations” (form no.: HAD/C1/By-E) of the candidate.

6. 如尚未委任選舉主任，在此資料摘要中所提述選舉主任之處，均須解釋為提述民政事務總署署長。
If the Returning Officer has not yet been appointed, the references in this information sheet to a Returning Officer are to be construed as a reference to the Director of Home Affairs.

7. 候選人在填寫此表格時如有任何問題，請在辦公時間內致電鄉郊代表選舉熱線 2152 1521。
If the candidate has any difficulty in completing this form, please contact the Rural Representative Election Hotline at 2152 1521 during office hours.

8. 請注意下列有關在此資料摘要提供個人資料的說明－
Please note the following with regard to the personal data supplied in connection with this information sheet -

(a) **資料用途**

就此資料摘要提供的個人及其他有關的資料，會供民政事務總署及選舉主任用於與選舉有關的用途。

Purpose of Collection

The personal data and other related information supplied in connection with this information sheet will be used by the Home Affairs Department and the Returning Officer for election-related purposes.

(b) **資料轉介**

選舉主任收到選舉廣告資料摘要、准許或授權書、同意書或選舉廣告樣本後，會將副本供公眾查閱。在展示前，表格內所有身分證明文件號碼將會被遮蓋。有關的資料可能會提供予其他獲授權的部門或機構，用於與選舉有關的用途。

Transfer of Information

A copy of the information sheet, permission or authorization, consent or election advertisement will be made available by the Returning Officer who has received them for public inspection. All identity document numbers in the form will be covered before display. The information concerned may be provided to other authorized departments or agencies for election-related purposes.

(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）的條文要求索閱及改正他在資料摘要所提供的個人資料。

Access to Personal Data

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

(d) **保障個人資料原則**

請注意，候選人在收集第三者的個人資料以填寫有關表格時，須遵守《個人資料（私隱）條例》（第 486 章）附表 1 的資料保障原則，特別是第 4 原則，即採取所有切實可行的步驟，以確保資料受到保障而不受未獲准許的或意外的查閱和處理。

Personal Data Protection Principle

The candidate is reminded to observe the Data Protection Principles in Schedule 1 to the Personal Data (Privacy) Ordinance (Cap.486) in collecting personal data of a third person in completing the relevant form, in particular Principle 4 concerning the requirement to take all practicable steps to ensure that the personal data are protected against unauthorized or accidental access and processing.

(e) **查詢**

關於透過此資料摘要收集的個人資料的查詢（包括索閱及改正個人資料），應向民政事務總署署長提出（地址：香港灣仔軒尼詩道 130 號修頓中心 30 樓）。

Enquiry

Enquiries concerning the personal data collected by means of this information sheet (including requests for access to and corrections of personal data) should be addressed to the Director of Home Affairs at 30th Floor, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong.

民政事務總署
2015 年 10 月
Home Affairs Department
October 2015