

二零一一年區議會選舉
2011 District Council Election

投寄選舉郵件通知書
Notice of Posting of Election Mail

(一式兩份呈交 To be submitted in duplicate)

第一部分
Section 1

致： 郵政署署長
To: Postmaster General

日期
Date: _____

本人 *(候選人/選舉代理人) 擬於 _____ (日期) 投寄 *本人/候選人的免費投寄選舉郵件。
I *(candidate/ election agent) wish to make *my/ the candidate's postage-free election mail on _____ (date).

本人現附上三份上述未經封口的選舉郵件樣本以供檢查及存案。本人 *將於/已於信封上載有地址的一面(正面)/(就沒有信封盛載的郵件而言)摺疊郵件的載有地址的一面印上“選舉郵件”或「選舉廣告」或英文字樣“Election Mail”或“Election Advertisement”。

I enclose herewith three unsealed specimens of the above election mail for your inspection and retention. The Chinese characters “選舉郵件” or “選舉廣告” or words “Election Mail” or “Election Advertisement” *will be/have been printed on the address (front) side of the envelope or the address side of the folder (for unenveloped mail).

本人現謹作以下聲明：

- (a) 郵件只載有與候選人參選有關選舉相關的物料；
- (b) 郵件重量不超過 50 克；及
- (c) 郵件尺碼不大於 175 毫米乘以 245 毫米，但不少於 90 毫米乘以 140 毫米。³

I hereby declare that:

- (a) the mail contains materials relating only to the candidate's candidature at the election concerned;
- (b) the mail does not exceed 50 grams in weight; and
- (c) the mail is not larger than 175 mm x 245 mm and not smaller than 90 mm x 140 mm in size.

*候選人/選舉代理人簽署³

*Signature of candidate / election agent: _____

*候選人/選舉代理人姓名³

*Name of candidate / election agent: _____

聯絡人姓名
Name of contact person: _____

聯絡人電話
Tel. no. of contact person: _____

投寄所在郵政局/派遞局
Office of posting/delivery: _____

投寄數量³
No. of items to be posted: _____

* 請刪去不適用者。

* Please delete whichever is inapplicable.

樣本獲批准。但須注意以下各項：

Specimen approved. Please pay attention to the following remarks:

- 已提醒候選人/選舉代理人在郵件正面必須印上「選舉郵件」或「選舉廣告」字樣。³
Candidate/election agent has been reminded to print "Election Mail" or "Election Advertisement" on the front side of the mail.
- 貼上貼紙/膠紙的方法請見附件。³
Please refer to the attachment for the position of adhesive tape.
- 在截郵限期(即二零一一年十月二十四日)後投寄，郵件或許不能在投票日前寄達收件人。³
Posting made after the posting deadline (i.e. 24 October 2011) may fail to reach the addressees before the polling day.
- 候選人/選舉代理人呈交手稿，樣本批准只限於稿件設計及字樣。已提醒候選人/選舉代理人在正式投遞時，郵件重量及尺碼要符合規定，最遲於二零一一年十月二十日將最後樣本送到本辦事處。
The approval is only confined to the design and text of the specimen submitted by the candidate/election agent. The candidate/election agent has been reminded to comply with the requirements of weight and size of election mail and to submit the final specimen to this office by 20 October 2011.

樣本不獲批准，詳情如下：

Specimen not approved with details as follows:

郵政署拒絕接納樣本，原因是其不符合郵政要求（即：_____）。

Specimen rejected by Post Office for reason of non-compliance with postal requirement, i.e. _____.

選舉事務處及/或其他政府部門*（即：_____）認為樣本不符合選舉管理委員會有關指引的條件（即：_____）*及/或其他原因（即：_____）*。

Registration and Electoral Office and/or other government departments*(i.e. _____) considered that the specimen does not comply with the conditions laid down in the relevant guidelines of the Electoral Affairs Commission (i.e. _____)*and/or other reasons (i.e. _____)*.

候選人/選舉代理人將於_____ (日期)到_____ (郵政局/派遞局)投寄該批
_____ (數量)選舉郵件。

Candidate/Election agent will make posting of the election mail with quantity _____ (no. of items) at
_____ (post office/delivery office) on _____ (date).

(_____)
經理(門市業務)
Manager (Retail Business)

郵局/派遞局蓋印
Post Office/Delivery Office Stamp

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

- 附註 Notes:
1. 正本由郵政署保存 Original to be kept by Post Office
 2. 副本由候選人保存 Duplicate to be retained by candidate
 3. 請注意下列有關在本表格提供個人資料的說明 —
Please note the following with regard to the personal data supplied in connection with this form -

(a) 資料用途

就此表格提供的個人及其他有關的資料，會供郵政署、選舉事務處及選舉主任作與選舉有關的用途。

Purpose of Collection

The personal data and other information supplied in connection with this form will be used by Post Office, the Registration and Electoral Office and the Returning Officer for election-related purposes.

(b) 資料轉介

此表格所刊載的資料可能會提供予其他獲授權的部門／機構／人士，包括（但不限於）法院，根據有關條例及／或附屬法例用於選舉和所有相關的用途。

Transfer of Information

The information provided in this form may also be provided to other authorized departments/organizations/persons including but not limited to the law courts for the purposes of election under the relevant Ordinances and/or subsidiary legislation and all purposes related thereto.

(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改正他透過此表格提供的個人資料。

Access to Personal Data

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

(d) 查詢

有關透過此表格收集的個人資料的查詢（包括索閱及改正個人資料）應向香港郵政個人資料保護主任（地址：香港中環康樂廣場二號二樓閣管理事務科）提出。

Enquiry

Enquiries concerning the personal data collected by means of this form (including data access and correction requests) should be addressed to Personal Data Protection Officer, Hongkong Post at 2M/F, Management Services Division, 2 Connaught Place, Central, Hong Kong.