

選舉廣告資料摘要

INFORMATION SHEET IN RELATION TO ELECTION ADVERTISEMENTS

《選舉管理委員會（選舉程序）（區議會）規例》（第 541F 章）第 106 條

Section 106 of the Electoral Affairs Commission

(Electoral Procedure) (District Councils) Regulation (Cap. 541F)

- 注意：
Note :
1. 如果候選人選擇以印本形式呈交其任何選舉廣告作公眾查閱，他／她必須填寫及提交此選舉廣告資料摘要（“資料摘要”）。候選人無須在此資料摘要中填報已上載至中央／候選人平台供公眾查閱的選舉廣告及其相關資料。
A candidate is required to complete and submit this Information Sheet in relation to Election Advertisements (“Information Sheet”) if he/she chooses to submit any of his/her election advertisement(s) in a hard copy format for public inspection. Candidate is not required to declare in this Information Sheet the election advertisement(s) and the relevant information which have already been uploaded onto the Central/Candidate’s Platform for public inspection.
 2. 候選人在此資料摘要中提及已發布之選舉廣告所招致之所有選舉開支，須在「選舉開支及接受選舉捐贈之申報書及聲明書」內申報。
All election expenses incurred for the published election advertisement(s) mentioned in this Information Sheet must be declared in the “Return and Declaration of Election Expenses and Election Donations”.
 3. 每份資料摘要只供一（1）名候選人使用。
Each Information Sheet is to be used by one (1) candidate only.

_____ 年區議會一般選舉／補選

DISTRICT COUNCIL ORDINARY ELECTION/BY-ELECTION

_____ 區議會

(區議會名稱)

District Council

_____ (界別／選區名稱)

(Name of District Council)

(Name of Constituency)

選舉日期：

Date of 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」（“說明”）。]

[Note: Please read the “Notes on Completion of Information Sheet in relation to Election Advertisements” (“Note(s)”) before completing this Information Sheet.]

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. 我是上述*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的選舉廣告的有關資料，作為推廣或宣傳候選人在上述選舉參選之用（見說明第 1 項）。

I, *the above-mentioned candidate/the election agent of the above-mentioned candidate, hereby provide the relevant information of the election advertisement(s) listed in Tables I to VIII which has/have been published by the candidate or other person(s)/organization(s) on behalf of the candidate for the purpose of advertising or promoting the candidate in the above election (see Note 1).

2. 我明白發布選舉廣告後的三（3）個工作天內須提交選舉廣告的文本及有關資料供公眾查閱，以符合有關法例及規定（見說明第 4 項）。

I understand that copies of the election advertisement(s) and relevant information must be submitted for public inspection within three (3) working days after publication to comply with the relevant legislation and guideline (see Note 4).

3. 我亦已向有關界別／選區的選舉主任以下列形式提供在此資料摘要中提及已發布之選舉廣告及有關文件：

I have also provided to the Returning Officer for the relevant constituency the published election advertisement(s) mentioned in this Information Sheet and the relevant documents in the following manner –

- (a) 每個選舉廣告的印本形式文本兩（2）份（或就每個實際上不能或不便以實物方式提交的選舉廣告，提交一式兩（2）份全彩色相片／打印本／影印本），以及提供與該些選舉廣告有關的准許及／或同意書的印本形式文本一（1）份（如適用）（見說明第2項及3項）；或
two (2) hard copies for each of the election advertisement(s) (or two (2) identical full colour photographs/printouts/photocopies of each election advertisement which cannot be practically or conveniently produced in specie) and **one (1) hard copy for each of the relevant permission and/or consent in respect of that/those election advertisement(s) (if applicable)** (see Notes 2 and 3); or
- (b) 載有選舉廣告的唯讀光碟（CD-ROM）或唯讀數碼多功能光碟（DVD-ROM）一式兩（2）份，以及提供與該些選舉廣告有關的准許及／或同意書的印本形式文本一（1）份（如適用）（見說明第2及3項）。
two (2) identical copies of CD-ROM or DVD-ROM containing the election advertisement(s) and **one (1) hard copy for each of the relevant permission and/or consent in respect of that/those election advertisement(s) (if applicable)** (see Notes 2 and 3).

*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

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

表一： 海報
Table I: Posters

項目編號 Item no.	印刷日期 Date of printing (dd-mm-yyyy)	尺寸／面積 Size/Dimension	印刷的 文本數目 Number of copies printed	發布的文本數目 Number of copies published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	印刷人的姓名或名稱及地址 Name and address of the printer	選舉廣告樣本及 准許文件編號 (供政府部門填寫) Election advertisement sample 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.	印刷日期 Date of printing (dd-mm-yyyy)	尺寸／面積 Size/Dimension	印刷的 文本數目 Number of copies printed	發布的文本數目 Number of copies published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	印刷人的姓名或名稱及地址 Name and address of the printer	選舉廣告樣本及 准許文件編號 (供政府部門填寫) Election advertisement sample and permission document sample ref. no. (for official use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表三：傳單（一張紙張（包括 A3、A4 或 A5 尺寸）。）

Table III: Handbills (A single piece of paper (including A3, A4 or A5 size) .)

項目編號 Item no.	印刷日期 Date of printing (dd-mm-yyyy)	尺寸／面積 Size/Dimension	印刷的 文本數目 Number of copies printed	發布的文本數目 Number of copies published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	印刷人的姓名或名稱及地址 Name and address of the printer	選舉廣告樣本及 准許文件編號 (供政府部門填寫) Election advertisement sample 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, postcards, etc.)

項目編號 Item no.	類別 Type	印刷日期 Date of printing (dd-mm-yyyy)	尺寸／面積 Size/Dimension	印刷的 文本數目 Number of copies printed	發布的文本數目 Number of copies published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	印刷人的姓名或名稱及地址 Name and address of the printer	選舉廣告樣本及 准許文件編號 (供政府部門填寫) Election advertisement sample 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 (dd-mm-yyyy)	尺寸／面積 Size/Dimension	製作數量 Quantity produced	發布數量 Quantity published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	製作人的姓名或名稱及地址 Name and address of the producer	選舉廣告樣本及准許文件編號 (供政府部門填寫) Election advertisement sample 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 (dd-mm-yyyy)	尺寸／面積 Size/Dimension	製作數量 Quantity produced	發布數量 Quantity published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	製作人的姓名或名稱及地址 Name and address of the producer	選舉廣告樣本及准許文件編號 (供政府部門填寫) Election advertisement sample 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 (dd-mm-yyyy)	尺寸／面積 Size/Dimension	製作數量 Quantity produced	發布數量 Quantity published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	製作人的姓名或名稱及地址 Name and address of the producer	選舉廣告樣本及准許文件編號 (供政府部門填寫) Election advertisement sample and permission document sample ref. no. (for official use)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

表八： 其他（未能分類為表一至表七的項目的選舉廣告應在此表中填寫，請註明有關選舉廣告的類別，例如：光碟、影片／視頻、電子訊息（包括電子郵件及短訊）、資訊系統網絡、電子展示版、網頁、互聯網廣告等。）

Table VIII: Others (Election advertisement(s) which cannot be classified into items under Tables I to VII should be stated in this table. Please specify the type of election advertisement(s) concerned, e.g. compact discs, film/videos, electronic messages (including electronic mail and message), information system network, electronic display boards, webpage, internet advertisements, etc.)

項目編號 Item no.	類別 Type	製作日期 Date of production (dd-mm-yyyy)	尺寸／面積 Size/Dimension	製作數量 Quantity produced	發布數量 Quantity published	發布日期 Date of publication (dd-mm-yyyy)	發布的方式 Manner of publication	准許的文本數目 Number of copies of permission	製作人的姓名或名稱及地址 Name and address of the producer	選舉廣告樣本及准許文件編號 (供政府部門填寫) Election advertisement sample 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《選舉管理委員會（選舉程序）（區議會）規例》（第 541F 章）第 105 條，「發布」是指印刷、展示、展覽、分發、張貼、公布或以其他方式使公眾獲知，並包括繼續發布。
According to section 105 of the Electoral Affairs Commission (Electoral Procedure) (District Councils) Regulation (Cap. 541F), “publish” means print, display, exhibit, distribute, post up, publicly announce or make publicly known by any other means, and includes continue to publish.
2. 「准許」是指私人土地的擁有人或佔用人或政府土地的主管當局根據《公眾衛生及市政條例》（第 132 章）第 104A(1)條，就候選人在該土地展示或張貼招貼或海報而給予的書面准許。
“Permission” means the written permission of the owner or occupier of any private land or the authority of any government land given pursuant to section 104A(1) of the Public Health and Municipal Services Ordinance (Cap. 132) for a candidate to display or affix a bill or poster on such land.
3. 「同意書」是指任何人或組織根據《選舉（舞弊及非法行為）條例》（第 554 章）第 27 條，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，而給予的書面同意。
“Consent” means the consent in writing given by any person or organization pursuant to section 27 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) 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三（3）個工作天（即公眾假期及星期六以外的任何一天）內，如候選人打算以印本形式呈交其任何選舉廣告供公眾查閱，他／她必須向有關界別／選區的選舉主任提供每個有關選舉廣告的文本兩（2）份及相關的資料摘要一（1）份。至於實際上不能或不便以實物方式提交的選舉廣告，候選人則須就每個選舉廣告提供一式兩（2）份全彩色相片／打印本／影印本及一（1）份相關的資料摘要。候選人必須確保提供的選舉廣告詳情符合《選舉管理委員會（選舉程序）（區議會）規例》（第 541F 章）第 106 條及《區議會選舉活動指引》第七章的規定及要求。候選人必須藉專人送遞或郵遞向有關界別／選區的選舉主任交付資料摘要正本。
If a candidate wishes to submit any election advertisement(s) in a hard copy format for public inspection, he/she must provide to the Returning Officer for the relevant constituency two (2) copies for each of the election advertisement concerned together with one (1) copy of the relevant Information Sheet in related to the Election Advertisement (“Information Sheet”) **within three (3) working days (i.e. any day other than a general holiday and Saturday) after publication** of any election advertisement(s). In respect of the election advertisement(s) which cannot be practically or conveniently produced in specie, two (2) identical full-colour photographs/printouts/photocopies of each election advertisement together with one (1) copy of the relevant Information Sheet must be provided. The candidate must ensure that the election advertisement particulars provided comply with the rules and requirements as set out in section 106 of the Electoral Affairs Commission (Electoral Procedure) (District Councils) Regulation (Cap. 541F), and Chapter 7 of the “Guidelines on Election-related Activities in respect of the District Council Election”. The candidate must deliver the original copy of the Information Sheet to the Returning Officer for the relevant constituency by hand or by post.
5. 如已提交予有關界別／選區的選舉主任的資料摘要需要作出修正，候選人必須向有關界別／選區的選舉主任提交「修正選舉廣告資料摘要通知書」（表格編號：REO/C/11/DC(SF)(2023)）（“修正通知書”），任何修正的資料須在不遲於選舉日後的三（3）個工作天內或在押後的選舉日後的三（3）個工作天內（如適用）提交予有關界別／選區的選舉主任。如候選人沒有提交任何修正通知書，則相關的資料摘要將被視為其中一個依據，用以審查和核對候選人的「選舉開支及接受選舉捐贈之申報書及聲明書」。
If subsequent correction to the Information Sheet submitted to the Returning Officer for the relevant constituency is required, the candidate must submit to the Returning Officer for the relevant constituency a “**Notification of Corrected Information in relation to Election Advertisements**” (Form no.: REO/C/11/DC(SF)(2023)) (“Notification of Correction”). Any such corrected information must be submitted to the Returning Officer for the relevant constituency **not later than three (3) working days after the polling day or not later than three (3) working days after the postponed or adjourned polling day (where applicable)**. If no **Notification of Correction** has been so submitted, the relevant Information Sheet will be used as one of the basis for examining and checking the candidate’s “Return and Declaration of Election Expenses and Election Donations”.
6. 如尚未就某界別／選區委任選舉主任，在此資料摘要中所提述選舉主任之處，均須解釋為提述總選舉事務主任。
If the Returning Officer has not yet been appointed for a constituency, the references in this Information Sheet to a Returning Officer are to be construed as references to the Chief Electoral Officer.

7. 候選人／代理人在填寫此資料摘要時如有任何問題，請在辦公時間內致電選舉事務處的查詢熱線 2891 1001。
If a candidate/agent has any questions in completing this Information Sheet, please call the enquiry hotline of the Registration and Electoral Office at 2891 1001 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 provision of personal data 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，會供選舉管理委員會、選舉事務處、有關界別／選區的選舉主任及其他有關的政府部門用於與選舉有關的用途。

Purpose of Collection

The personal data and other relevant information provided in this Information Sheet will be used by the Electoral Affairs Commission, the Registration and Electoral Office, the Returning Officer for the relevant constituency and other relevant government departments for election-related purposes.

(b) **資料轉介**

有關界別／選區的選舉主任在收到資料摘要、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直至選舉申報書的文本根據《選舉（舞弊及非法行為）條例》（第 554 章）第 41 條可供查閱的期間結束為止。在展示前，文件內所有身分證明文件號碼將會被遮蓋。就此資料摘要提供的個人及其他有關的資料亦可能會提供予其他獲授權的部門或人士，包括但不限於法院，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 samples will be made available by the Returning Officer for the relevant constituency who has received them for public inspection until the end of the period for which copies of election returns are available for inspection pursuant to section 41 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554). All identity document numbers in the documents will be covered before display. The personal data and other relevant information provided in connection with this Information Sheet may also be provided to other authorized departments or persons, including but not limited to the law courts 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／她在此資料摘要所提供的個人資料。

Access to Personal Data

Any person has the rights to request access to and correction of the personal data he/she provided in this Information Sheet in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) **個人資料保障原則**

候選人及代理人應留意，在收集第三者的個人資料以填寫此資料摘要時，須遵守《個人資料（私隱）條例》（第 486 章）附表 1 的保障資料原則，特別是第 4 原則，即採取所有切實可行的步驟，以確保個人資料受到保障而不受未獲准許的或意外的查閱、處理、刪除、喪失或使用。

Personal Data Protection Principles

Candidates and agents are 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 party in completing this Information Sheet, in particular Principle 4 concerning the requirement to take all practicable steps to ensure that personal data are protected against unauthorized or accidental access, processing, erasure, loss or use.

(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），應向總選舉事務主任提出（地址：九龍長沙灣東京街西 3 號庫務大樓 8 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 Chief Electoral Officer (Address: 8th Floor, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon).

選舉管理委員會
2023 年 9 月
Electoral Affairs Commission
September 2023