

*Please read the attached explanatory notes before completing this Notice*

**NOTICE OF CLAIM (FOR INDIVIDUAL ELECTOR/VOTER)  
REGARDING REGISTRATION FOR  
GEOGRAPHICAL CONSTITUENCIES/  
FUNCTIONAL CONSTITUENCIES/  
ELECTION COMMITTEE SUBSECTORS**

To: Electoral Registration Officer

**☐ PART I: CLAIM FOR ENTITLEMENT TO BE REGISTERED** (Please read Note 3)

1. I hereby give you notice of my claim that I am entitled to be registered as an elector for the following constituency(ies)/a voter for an Election Committee subsector:  
  
☐ (a) for a geographical constituency  
  
☐ (b) for a functional constituency  
  
☐ (c) for an Election Committee subsector
2. I have read Note 3 explaining the relevant electoral laws on the circumstances giving rise to a claim, and understood clearly that I have met the relevant circumstances to make the above claim.
3. The grounds in support of my claim regarding my entitlement to be registered as an elector/a voter, with attachment of documentary proof, are as follows (please read Note 5 and Note 10):

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☐ **PART II: CLAIM REGARDING REGISTERED PARTICULARS** (Please read Note 4)

1. I hereby give you notice of claim regarding my particulars as recorded in the register(s) of electors/voters.
2. I have read Note 4 explaining the relevant electoral laws on the circumstances giving rise to a claim, and understood clearly that I have met the relevant circumstances to make the above claim.
3. According to my claim, these particulars should be amended as shown in the table below (please write in the space as appropriate):

<b>Particulars</b>	<b>Details as shown on the relevant provisional register(s) of electors/voters</b>	<b>Alteration claimed by the claimant</b>
Name (in BLOCK LETTERS)		
Principal residential address (Please read Note 6)		
Legislative Council geographical constituency		
District Council constituency		
Functional constituency		
Election Committee subsector		

4. The grounds in support of my claim regarding registered particulars, with attachment of documentary proof, are as follows (please read Note 5 and Note 10):

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Signature of Claimant : \_\_\_\_\_

Name of Claimant  
(in BLOCK LETTERS) : \_\_\_\_\_

Hong Kong Identity Card Number : \_\_\_\_\_

Residential Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number : \_\_\_\_\_

Fax Number (*if any*) : \_\_\_\_\_

Email Address (*if any*) : \_\_\_\_\_

Date : \_\_\_\_\_

☐ *Please tick where appropriate.*

To: Revising Officer

**Notice of Claim (for Individual Elector/Voter)**  
**Regarding Registration for Geographical Constituencies /**  
**Functional Constituencies / Election Committee Subsectors**

In connection with my claim lodged on \_\_\_\_\_ ,  
(Date)

- (i) I \*do/do not wish to appear at the hearing.
- (ii) I \*shall/shall not be represented by a legal practitioner or any other person (authorized in writing by me) at the hearing.

Signature of Claimant : \_\_\_\_\_

Name of Claimant  
(in BLOCK LETTERS) : \_\_\_\_\_

Telephone No. : \_\_\_\_\_

Fax No. (if any) : \_\_\_\_\_

Email Address (if any) : \_\_\_\_\_

Date : \_\_\_\_\_

\* Please delete whichever is not applicable.

**EXPLANATORY NOTES FOR COMPLETING A NOTICE OF CLAIM  
(FOR INDIVIDUAL ELECTOR/VOTER)  
REGARDING REGISTRATION FOR  
GEOGRAPHICAL CONSTITUENCIES/FUNCTIONAL  
CONSTITUENCIES/ELECTION COMMITTEE SUBSECTORS**

1. This Notice of Claim can be used by the following persons:
  - (a) any individual who has made an application to be registered as an elector/ a voter but failed and who claims for entitlement to be so registered;
  - (b) any individual whose particulars are included in an omissions list;
  - (c) any elector who would like to make a claim regarding the Legislative Council geographical constituency and/or the District Council constituency in respect of which he/she is registered in the provisional register;
  - (d) any individual who would like to make a claim regarding the functional constituency or subsector in respect of which he/she is registered in the relevant provisional register of electors/voters; or
  - (e) any elector/voter who would like to make a claim regarding his/her particulars in an entry as recorded in the provisional register(s) of electors/voters.
2. You should refer to paragraphs 3 to 5 of these Notes to decide whether you should fill in PART I or II of this Notice.

3. **Claim for entitlement to be registered (PART I of this Notice)**

Under the following circumstances, you may lodge a claim:

- (a) you have made an application to be registered as an elector/a voter but the Electoral Registration Officer has determined that you are not eligible to be registered [s. 15(1)(a) of Cap. 541A] [s. 31(1)(a) of Cap. 541B];
- (b) you made an application for registration but did not furnish particulars or proof as requested by the Electoral Registration Officer within the specified period, or did not furnish particulars or proof to the Officer's satisfaction, and the Officer has decided not to consider your application further [s. 15(1)(b) of Cap. 541A] [s. 31(1)(b) of Cap. 541B];
- (c) you have made an application for registration, but your particulars are not recorded in the relevant provisional register(s) of electors/voters [s. 15(1)(c) of Cap. 541A] [s. 31(1)(c) of Cap. 541B]; or
- (d) your particulars are included in the omissions list(s) [s. 15(2) of Cap. 541A] [s. 31(3) of Cap. 541B].

4. **Claim regarding registered particulars (PART II of this Notice)**

Under the following circumstances, you may lodge a claim:

- (a) your particulars are recorded in the provisional register for a Legislative Council geographical constituency and District Council constituency and you would like to claim that you are entitled to have your particulars recorded in a different Legislative Council geographical constituency and/ or District Council constituency of that register [s. 15(3) of Cap. 541A];
- (b) your particulars are recorded in the provisional register of electors/ voters for a functional constituency or subsector and you would like to claim that you are entitled to have your particulars recorded in a different functional constituency or subsector of the relevant register [s. 31(4) of Cap. 541B];
- (c) you have made an application for change of particulars to request the Electoral Registration Officer to change your particulars in an entry as recorded in the existing final register(s) of electors/voters and your request has been refused [s. 15(4) of Cap. 541A] [s. 31(5) of Cap. 541B]; or
- (d) the Electoral Registration Officer on the basis of information obtained by him has changed your particulars in an entry and you object to the change [s. 15(5) of Cap. 541A] [s. 31(6) of Cap. 541B].

Your claim for change of the particulars in a functional constituency or subsector in the register(s) of electors/voters will also be regarded as a claim in relation to the corresponding particulars in the register of geographical constituency pursuant to s. 15(4) or (5) of Cap. 541A (if applicable).

5. You should state the grounds in support of your claim lodged under the relevant Part(s) of this Notice. While not attempting to be exhaustive, the following are some examples:

**Example 1**

**PART I**

- (a) you satisfy the eligibility requirements for registration as an elector for a geographical constituency, such as being a Hong Kong permanent resident and having reached 18 years of age;
- (b) you satisfy the eligibility requirements for registration as an elector for a functional constituency or as a voter for a subsector;
- (c) you are not disqualified from being registered as an elector for a geographical constituency for:
  - (i) having been found under the Mental Health Ordinance (Cap. 136) to be incapable, by reason of mental incapacity, of managing and administering your property and affairs; or
  - (ii) being a member of the armed forces of the Central People's Government or any other

country or territory.

**Example 2**

**PART II**

- (a) your principal residential address entitles you to be registered in another Legislative Council geographical constituency and/or District Council constituency of the register of electors;
- (b) the change of particulars as claimed by you is correct and is different from the particulars currently recorded in the registers of electors/voters;
- (c) you satisfy the eligibility requirements for registration and you claim that you are entitled to be registered under a different functional constituency in the functional constituency provisional register or under a different subsector in the subsector provisional register.

**You must provide sufficient information about the claim so as to inform the Revising Officer and the Electoral Registration Officer of the grounds of the claim.**

6. “Principal residential address”, in relation to a person, means the address of the only or principal residence (within the meaning of section 28(1B) or (3) of the Legislative Council Ordinance (Cap. 542)) of that person.

7. You must deliver this Notice in person<sup>1</sup> to the office of the Electoral Registration Officer at the following address on or before 25 August 2022<sup>2</sup>:

**Address:**

Registration and Electoral Office,  
10th Floor, Harbour Centre,  
25 Harbour Road,  
Wan Chai, Hong Kong.

***or***

Registration and Electoral Office,  
13/F, Kowloonbay International Trade & Exhibition Centre,  
1 Trademart Drive, Kowloon Bay, Kowloon.

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<sup>1</sup> If you are in custody within the meaning of section 2(1) of the Electoral Affairs Commission (Electoral Procedure) (Legislative Council) Regulation (Cap. 541D), you may deliver this Notice by post, through your penal institution or the relevant law enforcement agency, to the office of the Electoral Registration Officer. Being “in custody” means you are (a) serving a sentence of imprisonment, (b) detained by the Correctional Services Department on remand, or (c) otherwise detained by any law enforcement agency under any lawful authority. Law enforcement agency means (a) the Customs and Excise Department, (b) the Hong Kong Police Force, (c) the Immigration Department, (d) the Independent Commission Against Corruption, or (e) any other department of the Government of which any officer is empowered by any Ordinance to exercise a power of arrest.

<sup>2</sup> The statutory deadline for lodging a claim regarding registration for geographical constituencies/functional constituencies/Election Committee subsectors is 25 August 2022 at 6 pm.

8. The Electoral Registration Officer may require you to identify yourself by presenting your Hong Kong identity card or passport. You should therefore bring your Hong Kong identity card or passport with you when you deliver this Notice.

9. The Electoral Registration Officer will forward your claim to the Revising Officer for his determination. The Revising Officer will be the Registrar of the High Court, or a magistrate or a legal officer appointed by the Chief Justice.

10. The Revising Officer will, by notice, inform you of the date (which will be **between 29 August 2022 and 11 September 2022** in respect of Notices received by the Electoral Registration Officer **on or before 25 August 2022**), time and place for holding a hearing as regards the claim to which the relevant Notice relates. You may appear at the hearing either in person or be represented by a legal practitioner or any other person (authorized in writing by you). Whether or not you appear or are represented at the hearing, you may make written representations to the Revising Officer, which should reach him not later than 1 day before the date of the hearing.

11. If you do not appear and are not represented at the hearing, and do not make written representations to the Revising Officer not later than 1 day before the date of the hearing, and the Electoral Registration Officer does not make representations to the Revising Officer at the hearing, the decision of the Electoral Registration Officer to which your Notice relates shall stand. **The Revising Officer may dismiss your claim directly if you or your authorized person does not attend the hearing.**

12. To facilitate the parties concerned to attend the hearings and enable the relevant parties and members of the public to obtain information about the hearings as soon as possible, the Electoral Registration Officer will upload the relevant information in respect of your claim on this Office website ([www.reo.gov.hk](http://www.reo.gov.hk)), including your name (i.e. the claimant), the case number, date and time of the hearing. The relevant information will be removed from this Office website after 11 September 2022.

13. The Electoral Registration Officer will request the Revising Officer to determine your claim on the basis of written submissions only when the Notice of Claim does not state any ground on which the claim is made; (2) the Notice of Claim does not state a ground on which the claim is made that concerns the eligibility of the claimant; (3) the subject matter of the claim involves only a clerical error. The Revising Officer must direct that the relevant claim be determined without a hearing on the basis of written submissions only. You could request a review of the ruling if you are not satisfied with the Revising Officer's ruling.

14. These notes are for general guidance only. You should also refer to the Legislative Council Ordinance (Cap. 542), the Chief Executive Election Ordinance (Cap. 569), the Electoral Affairs Commission Ordinance (Cap. 541) and the relevant subsidiary legislation. The relevant legislation can be found on the Hong Kong e-Legislation website ([www.elegislation.gov.hk](http://www.elegislation.gov.hk)) and is on sale at the Publications Sales Unit of the Information Services Department.



15. For enquiries, please call our Hotline 2891 1001.

16. **Offences and Penalties**

Pursuant to section 22(1) of the Electoral Affairs Commission (Registration of Electors)(Legislative Council Geographical Constituencies) (District Council Constituencies) Regulation (Cap. 541A) and section 42(1) of the Electoral Affairs Commission (Registration) (Electors for Legislative Council Functional Constituencies) (Voters for Election Committee Subsectors) (Members of Election Committee) Regulation (Cap. 541B), any person who in any Notice of Claim makes any statement which the person knows to be false in a material particular or recklessly makes any statement which is incorrect in a material particular or knowingly omits any material particular from such a notice commits an offence and is liable on conviction on indictment to a fine at level 3 and to imprisonment for 2 years.

### **Personal Information Collection Statement**

**Purpose of Collection**

The personal data and other related information provided by you by means of this Notice 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 Notice is entirely voluntary. However, if you do not provide adequate and accurate data, this Office may not be able to process your Notice.

**Transfer of Information**

The information provided by you will be provided to the Revising Officer, and where necessary may also be provided to other authorized departments/organizations/persons for the purposes of voter registration, election and all purposes related thereto in accordance with the relevant Ordinances and/or subsidiary legislation.

**Access to Personal Data and Enquiry**

You have the 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 personal data requests and enquiries should be made in writing to the Electoral Registration Officer (Address: 10<sup>th</sup> Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong).

Registration and Electoral Office  
August 2022