

有關發還選舉按金安排
ARRANGEMENT ON RETURN OF ELECTION DEPOSIT

《區議會（提名所需的選舉按金及簽署人）規例》（第 547A 章）
District Councils (Subscribers and Election Deposit for Nomination) Regulation (Cap. 547A)

2023 年區議會一般選舉
2023 DISTRICT COUNCIL ORDINARY ELECTION

(區議會名稱) (Name of District Council)	區議會 District Council	(界別／選區名稱) (Name of Constituency)
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選舉日期：2023 年 12 月 10 日
Date of Election: 10 December 2023

[附註： 請用正楷填寫此表格，並在填寫此表格前參閱「有關發還選舉按金安排的說明」（“說明”）。]
[Note: Please use BLOCK LETTERS in completing this form and read the “Notes on Arrangement on Return of Election Deposit” (“Notes”) before completing this form.]

第一部分 （由候選人填寫及簽署）〔見說明第 3 項〕
PART I (To be completed and signed by the candidate) [See Note 3]

申請發還按金
REQUEST FOR RETURN OF DEPOSIT

致：選舉主任
To: Returning Officer

1. 我現要求退還我就上述選舉提名為候選人而繳交之按金，請以劃線支票（抬頭寫*我／下述代我繳存按金人士的姓名）郵寄至下述地址－
I hereby request for the return of the deposit made by me in connection with the nomination of myself as a candidate for the above election to be made by crossed cheque (payable to *me/the following person lodging the deposit on my behalf) sent by post to the following address –

*候選人／代候選人繳存按金人士的姓名（正楷）： _____
Name of *Candidate/Person Lodging the Deposit
on Behalf of the Candidate (in BLOCK LETTERS)

地址： _____
Address

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

2. 現交回繳交按金收據的正本。
The original receipt of the deposit is returned herewith.

候選人簽署 : _____
Signature of Candidate

候選人姓名（正楷） : _____
Name of Candidate (in BLOCK LETTERS) (姓 Surname) (名 Other name)

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

日期 : _____
Date

第二部分 (由有關界別或選區的選舉主任填寫)

PART II (To be completed by the Returning Officer for the relevant constituency)

收款證明
CERTIFICATION OF RECEIPT

致：庫務署署長

To: Director of Accounting Services

3. 我證明就下列候選人繳存之按金已經收訖 –

I certify that the election deposit in respect of the following candidate has been received –

候選人姓名 (正楷) : _____
Name of Candidate (in BLOCK LETTERS) (姓 Surname) (名 Other name)

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

所收按金總額 : 港幣 3,000 元
Amount of Deposit Received HK\$3,000

雜項收據編號 : _____
Miscellaneous Receipt Number

按金收訖日期 : _____
Date of Receipt of Deposit

簽署 : _____
Signature

選舉主任姓名 (正楷) : _____
Name of the Returning Officer
(in BLOCK LETTERS)

日期 : _____
Date

- 第三部分** (由有關界別或選區的選舉主任填寫)
PART III (To be completed by the Returning Officer for the relevant constituency)

發還按金指示

INSTRUCTION ON RETURN OF DEPOSIT

致：庫務署署長
To: Director of Accounting Services

4. 我證明下述款項可按第一部分第 1 段所述方式發還 –
I certify that the following sum may now be returned in the manner as specified in paragraph 1 of PART I –

按金總額 : 港幣 3,000 元
Amount of Deposit HK\$ 3,000

- *5. 由於第一部分第 1 段中所述應收回按金的人已去世，請依據有關的法律程序將按金付予該人士的遺產內。
As the person to receive the return of deposit, as mentioned in paragraph 1 of PART I above, has died, please arrange for the deposit to be paid to the estate of such person in accordance with the relevant legal procedure.

簽署 : _____
Signature

選舉主任姓名 (正楷) : _____
Name of the Returning Officer (in BLOCK LETTERS)

日期 : _____
Date

- 第四部分** (由有關界別或選區的選舉主任填寫)
PART IV (To be completed by the Returning Officer for the relevant constituency)

沒收按金指示

INSTRUCTION ON FORFEITURE OF DEPOSIT

致：庫務署署長
To: Director of Accounting Services

6. 我證明下述按第二部分收訖之按金應予沒收，沒收之款項應撥入政府一般收入 –
I certify that the following sum, being deposit received as per PART II, should be forfeited and that the sum so forfeited should be paid into the general revenue –

按金總額 : 港幣 3,000 元
Amount of Deposit HK\$3,000

簽署 : _____
Signature

選舉主任姓名 (正楷) : _____
Name of the Returning Officer (in BLOCK LETTERS)

日期 : _____
Date

- 請在適當的方格內加上「✓」號。
Please tick “✓” as appropriate.

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

有關發還選舉按金安排的說明

Notes on Arrangement on Return of Election Deposit

1. 按金並不孳生利息。
No interest will be accrued from the amount deposited.
2. 候選人擬要求發還按金，必須填妥第一部分，並將有關選舉按金收據的正本交回有關界別或選區的選舉主任處理。如未能交回按金收據的正本，候選人須刪去表格第二段，並提供未能交回收據正本的原因。根據《區議會（提名所需的選舉按金及簽署人）規例》（第 547A 章）第 1(3)條，在此表格所提述的選舉主任，就某界別或選區而言，亦包括該界別或選區的助理選舉主任及總選舉事務主任。
The candidate intending to request for a return of deposit must complete PART I and return the original receipt of the relevant election deposit to the Returning Officer for the relevant constituency for action. If the original receipt cannot be returned, the candidate should strike out paragraph 2 and provide the reason why the original receipt cannot be returned. According to section 1(3) of the District Councils (Subscribers and Election Deposit for Nomination) Regulation (Cap. 547A), a reference to the Returning Officer in this form, in relation to a constituency, also includes the Assistant Returning Officer(s) for the constituency and the Chief Electoral Officer.
3. 除候選人或代候選人繳存按金的人士外，按金不會發還給其他人士。
The return of deposit will not be made to any third party other than the candidate or the person who lodges the deposit on behalf of the candidate.
4. 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選舉事務處的查詢熱線 2891 1001。
If candidate has any questions in completing this form, please call the enquiry hotline of the Registration and Electoral Office at 2891 1001 during office hours.
5. 請注意下列有關在此表格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 form –

(a) **資料用途**

就此表格提供的個人資料及其他有關的資料，會供選舉管理委員會、選舉事務處、有關界別或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 form 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**

就此表格提供的個人資料及其他有關的資料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

The personal data and other relevant information provided in connection with this form may be provided to other authorized departments or persons, including but not limited to 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／她在此表格所提供的個人資料。

Access to Personal Data

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

(d) **個人資料保障原則**

候選人應留意，在收集第三者的個人資料以填寫此表格時，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 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 form, 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 form (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