

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

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

To: Electoral Registration Officer

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

1. My body hereby gives you notice of my body's claim that my body is entitled to be registered as  
\*an elector for a functional constituency / a voter for an Election Committee Subsector.
2. My body has read Note 3 explaining the relevant electoral laws on the circumstances giving rise  
to a claim, and understood clearly that my body has met the relevant circumstances to make the  
above claim.
3. The ground(s) in support of my body's claim regarding my body's entitlement to be registered,  
with attachment of documentary proof, are as follows (please read Note 6 and Note 14):

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

1. My body hereby gives you notice of claim regarding my body's particulars as recorded in the  
register of \*electors / voters.
2. My body has read Note 4 explaining the relevant electoral laws on the circumstances giving rise  
to a claim, and understood clearly that my body has met the relevant circumstances to make the  
above claim.

☐ *Please tick where appropriate.*

\* *Please delete whichever is not applicable.*

3. According to my body's 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<br/>the relevant provisional register<br/>of electors / voters</b> | <b>Alteration claimed by the<br/>claimant</b> |
|------------------------------------|---|---|
| Name of Body<br>(in BLOCK LETTERS) |   |   |
| Business Address                   |   |   |
| Functional Constituency            |   |   |
| Election Committee<br>Subsector    |   |   |

4. The ground(s) in support of my body's claim regarding registered particulars, with attachment of documentary proof, are as follows (please read Note 6 and Note 14):

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☐ **PART III: CLAIM REGARDING REGISTRATION OF AUTHORIZED REPRESENTATIVE** (Please read Note 5)

1. ☐ (a) (If this claim is lodged by an individual to be registered as an authorized representative:) I am entitled to be registered as an authorized representative of \_\_\_\_\_ (Name of Corporate Elector / Corporate Voter (in BLOCK LETTERS)) for the \* \_\_\_\_\_ functional constituency / \_\_\_\_\_ subsector.

- ☐ (b) (If this claim is lodged by a body to appoint an authorized representative: \_\_\_\_\_ (Name of Individual (in BLOCK LETTERS))) is eligible to be appointed as an authorized representative of my body for the \* \_\_\_\_\_ functional constituency / \_\_\_\_\_ subsector.

2. The ground(s) in support of \*my / my body's claim regarding registration of authorized representative, with attachment of documentary proof, are as follows (please read Note 6 and Note 14):

[illegible]

☐ Please tick where appropriate.

\* Please delete whichever is not applicable.

| PARTICULARS OF CLAIMANT   |  |   |  |
|---|--|---|--|
| INDIVIDUAL CLAIMANT<br>(Applicable to an individual to be registered as<br>an authorized representative only) |  | BODY CLAIMANT   |  |
| Name<br>(in BLOCK LETTERS)  |  | Name<br>(in BLOCK LETTERS)  |  |
| Hong Kong Identity Card<br>Number   |  | Name<br>(in BLOCK LETTERS)<br>and Position of<br>Responsible Person |  |
| Residential Address   |  | Business Address  |  |
| Contact Telephone<br>Number   |  | Contact Telephone<br>Number   |  |
| Fax Number<br>(if any)  |  | Fax Number<br>(if any)  |  |
| Email Address<br>(if any)   |  | Email Address<br>(if any)   |  |

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

\_\_\_\_\_  
(Signature of Claimant or  
Responsible Person of the body)  
(please read Note 8)

\_\_\_\_\_  
(Body Chop)  
(if applicable)

To: Revising Officer

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

In connection with \*my / my body's claim lodged on \_\_\_\_\_,  
(Date)

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

Signature of Claimant /  
Responsible Person : \_\_\_\_\_

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

Name of Responsible Person  
(in BLOCK LETTERS)  
(if applicable) : \_\_\_\_\_

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

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

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

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

\* Please delete whichever is not applicable.

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

1. This Notice of Claim can be used by the following persons / bodies:
  - (a) any body which has made an application to be registered as an elector / a voter but failed and which claims for entitlement to be so registered;
  - (b) any body whose particulars are included in an omissions list;
  - (c) any body which would like to make a claim regarding the functional constituency or subsector in respect of which it is registered in the relevant provisional register of electors / voters;
  - (d) any individual who would like to make a claim regarding the Electoral Registration Officer's refusal to register him/her as an authorized representative, or the corporate elector / voter who appointed such person as an authorized representative; or
  - (e) any corporate elector / voter which would like to make a claim regarding its particulars in an entry as recorded in the provisional register of electors / voters.
2. You should refer to paragraphs 3 to 6 of these Notes to decide whether you should fill in Part I, II or III of this Notice.

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

Under the following circumstances, your body may lodge a claim:

- (a) your body has made an application to be registered as an elector / a voter but the Electoral Registration Officer has determined that your body is not eligible to be registered [section 31(1)(a) of Cap. 541B];
- (b) your body 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 body's application further [section 31(1)(b) of Cap. 541B];
- (c) your body has made an application for registration, but your body's particulars are not recorded in the relevant provisional register of electors / voters [section 31(1)(c) of Cap. 541B]; or
- (d) your body's particulars are included in the omissions list(s) [section 31(3) of Cap. 541B].

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

Under the following circumstances, your body may lodge a claim:

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

5. **Claim regarding registration of authorized representative (PART III of this Notice)**

If the Electoral Registration Officer refused to register you as an authorized representative, you or the corporate elector / voter which appointed you may lodge a claim that you are entitled to be registered as such [section 31(2) of Cap. 541B].

6. You should state the ground(s) 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) your body satisfies the eligibility requirements for registration as an elector for a functional constituency or as a voter for a subsector;
- (b) your body is not disqualified from being registered as a corporate elector / voter for:
  - (i) being a consular post to which any privilege or immunity is accorded under the Consular Relations Ordinance (Cap. 557);
  - (ii) being an organization to which section 2 of the International Organizations and Diplomatic Privileges Ordinance (Cap. 190) applies or an international organization defined in section 2 of the International Organizations (Privileges and Immunities) Ordinance (Cap. 558); or
  - (iii) being a department or an agency of a government of a place outside the People's Republic of China, whether at national, regional or municipal level.

## **Example 2**

### **PART II**

- (a) the change of particulars as claimed by your body is correct and is different from the particulars currently recorded in the registers of electors / voters;
- (b) your body satisfies the eligibility requirements for registration and your body claims that it is entitled to be registered in a different functional constituency in the functional constituency provisional register or in a different subsector in the subsector provisional register.

## **Example 3**

### **PART III**

You / The individual appointed by your body as an authorized representative are/is an elector of a geographical constituency, not subject to any disqualification condition (see details below), and having a substantial connection with the corporate elector / voter concerned.

As an individual, you are not disqualified from being registered as an elector for a geographical constituency for:

- (a) 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
- (b) being a member of the armed forces of the Central People's Government or any other country or territory.

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

7. You must deliver this Notice **in person<sup>1</sup> in the following period** to the office of the Electoral Registration Officer at the following address:

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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.



(a) Notice of Claim regarding the Election Committee Subsectors corporate voters or Authorized Representatives:  
From 24 June 2025 to 30 June 2025<sup>2</sup>

(b) Notice of Claim regarding the Functional Constituencies corporate electors or Authorized Representatives:  
From 1 August 2025 to 25 August 2025<sup>3</sup>

**Address:**

8<sup>th</sup> Floor, Treasury Building,  
3 Tonkin Street West,  
Cheung Sha Wan,  
Kowloon

*or*

29<sup>th</sup> Floor, Standard Chartered Tower,  
Millennium City 1, 388 Kwun Tong Road,  
Kwun Tong,  
Kowloon.

8. If the claimant is a body, this Notice should be signed on its behalf by a **responsible person of that body** and must be **delivered in person** to the Electoral Registration Officer **by that responsible person**. A responsible person is a person authorized by a body for this purpose.

9. 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.

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

11. The Revising Officer will, by notice, inform you of the date, time and place for holding a hearing as regards the claim to which the relevant Notice relates. You may appear in person at the hearing and make representations to the Revising Officer; or may be represented at the hearing by a legal practitioner or any other person (authorized in writing by you) who may make representations on your behalf. The hearing arrangements for the Election Committee Subsectors and Functional Constituencies are indicated as below:

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<sup>2</sup> The deadline for lodging a claim regarding registration for Election Committee subsectors is 30 June 2025 at 6 pm.

<sup>3</sup> The deadline for lodging a claim regarding registration for Functional Constituencies is 25 August 2025 at 6 pm.

(a) Hearing regarding the **Election Committee Subsectors** corporate voters or Authorized Representatives:

In respect of Notices received by the Electoral Registration Officer **on or before 30 June 2025**, the hearing will be held **between 27 June 2025 and 11 July 2025**;

(b) Hearing regarding the **Functional Constituencies** corporate electors or Authorized Representatives:

In respect of Notices received by the Electoral Registration Officer **on or before 25 August 2025**, the hearing will be held **between 4 August 2025 and 11 September 2025**.

Whether or not you appear or are represented at the hearing, you may make representations in writing and submit them, by post or by hand, to the Revising Officer. The written representations should reach the Revising Officer on a date not later than 1 day before the date of the hearing.

12. Pursuant to section 2 of the Registration of Electors (Appeals) Regulation (Cap. 542B) and section 3 of the Election Committee (Registration) (Voters for Subsectors) (Members of Election Committee) (Appeals) Regulation (Cap. 569B), if the Electoral Registration Officer does not make representations to the Revising Officer at the hearing, and you (1) do not appear at the hearing; (2) are not represented by a legal practitioner or any other person (authorized in writing by you); and (3) do not make representations in writing to be received by the Revising Officer on a date not later than 1 day before the date of the hearing, the decision of the Electoral Registration Officer to which your Notice relates shall stand. **If you do not appear at the hearing, and are not represented at the hearing by a legal practitioner or any other person (authorized in writing by you), the Revising Officer may make a ruling dismissing the claim, whether or not you have made representations in writing regarding the claim.**

13. To facilitate the parties concerned to attend 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), as well as the case number, date, time and place of the hearing. The relevant information for claims related to the Election Committee Subsectors will be removed from this Office website after 11 July 2025; whereas the relevant information for claims related to the Functional Constituencies will be removed from this Office website after 11 September 2025.

14. Your claim may be determined without a hearing on the basis of written submissions only, when (1) 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 your eligibility to be registered or registered particulars; or (3) the subject matter of the claim involves only a clerical error made in compiling or printing a provisional register of electors / voters [section 32 of Cap. 541B]. You could request a review of the ruling if you are not satisfied with the Revising Officer's ruling.

15. These notes are for general guidance only. You should also refer to the Electoral Affairs Commission Ordinance (Cap. 541), the Legislative Council Ordinance (Cap. 542), the Chief

Executive Election Ordinance (Cap. 569) 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.

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

17. **Offences and Penalties**

Pursuant to 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: 8<sup>th</sup> Floor, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon).

Registration and Electoral Office  
June 2025