

Please read the attached explanatory notes before completing this Notice

**NOTICE OF CLAIM
REGARDING REGISTRATION AS
MEMBER OF ELECTION COMMITTEE
ELECTORAL AFFAIRS COMMISSION (REGISTRATION)
(ELECTORS FOR LEGISLATIVE COUNCIL FUNCTIONAL CONSTITUENCIES)
(VOTERS FOR ELECTION COMMITTEE SUBSECTORS)
(MEMBERS OF ELECTION COMMITTEE) REGULATION
(Cap. 541B) Section 31**

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 a member of the Election Committee.
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 ground(s) in support of my claim regarding my entitlement to be registered as a member of the Election Committee, with attachment of documentary proof, are as follows (please read Note 5):

☐ *Please tick where appropriate.*

☐ **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 of the Election Committee.
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 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):

Particulars	Details as shown on the provisional register of members of the Election Committee	Alteration claimed by the claimant
Name (in BLOCK LETTERS)		
Principal residential address (Please read Note 6)		
Subsector		
Note or other indication made against the entry relating to me		

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

☐ *Please tick where appropriate.*

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 : _____

To: Revising Officer

Notice of Claim
Regarding Registration as Member of Election Committee

In connection with my claim lodged on _____,
(Date)

- (i) I *do / do not wish to appear at the hearing.
- (ii) I *will / will 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 Number : _____

Fax Number (if any) : _____

Email Address (if any) : _____

Date : _____

* Please delete whichever is not applicable.

EXPLANATORY NOTES FOR COMPLETING A NOTICE OF CLAIM REGARDING REGISTRATION AS MEMBER OF ELECTION COMMITTEE

1. This Notice of Claim can be used by the following persons:
 - (a) any individual whose particulars are included in an omissions list;
 - (b) any member who would like to make a claim regarding the subsector in respect of which he/she is registered in the provisional register of members of the Election Committee; or
 - (c) any member who would like to make a claim regarding his/her particulars in an entry as recorded in the provisional register of members of the Election Committee.
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.

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

3. You may lodge a claim that you are entitled to be registered if your particulars are included in the omissions list [section 31(3) of Cap. 541B].

Claim regarding registered particulars (Part II of the Notice)

4. Under the following circumstances, you may lodge a claim:
 - (a) your particulars are recorded in the provisional register of members of the Election Committee for a subsector and you would like to claim that you are entitled to have your particulars recorded in a different subsector of the relevant register [section 31(4) of Cap. 541B];
 - (b) you have made an application for change of particulars to request the Electoral Registration Officer to change your particulars in the final register of members of the Election Committee and your 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 particulars in an entry and you object to the change [section 31(6) of Cap. 541B].

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

5. 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) you satisfy the eligibility requirements for registration as a member of the Election Committee;
- (b) you do not have the following circumstances, and the Electoral Registration Officer should not include your name and relevant particulars in the omissions list:
 - (i) being dead;
 - (ii) having resigned, or being deemed to have resigned from the Election Committee under section 3 of the Schedule to the Chief Executive Election Ordinance (Cap. 569); or
 - (iii) having ceased to be registered or eligible to be registered, or having been disqualified from being registered as an elector for a geographical constituency under the Legislative Council Ordinance (Cap. 542); or
- (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) the change of particulars as claimed by you is correct and is different from the particulars currently recorded in the Election Committee register; or
- (b) you satisfy the eligibility requirements for registration and you claim that you are entitled to be registered under a different subsector in the provisional register of members of the Election Committee.

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.

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**¹ to the office of the Electoral Registration Officer at the following address on or before 16 June 2025²:

Address:

8th Floor, Treasury Building,
3 Tonkin Street West,
Cheung Sha Wan,
Kowloon

or

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

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/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.

10. The Revising Officer will, by notice, inform you of the date (which will be **between 12 June 2025 and 29 June 2025** in respect of Notices received by the Electoral Registration Officer **on or before 16 June 2025**), 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. 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.

11. Pursuant to 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

¹ 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.

² The statutory deadline for lodging a claim regarding registration for Election Committee is 16 June 2025 at 6 pm.

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.**

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), including your name (i.e. the claimant), the case number, date, time, and place of the hearing. The relevant information will be removed from this Office website after 29 June 2025.

13. 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) and is on sale at the Publications Sales Unit of the Information Services Department.

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

Offences and Penalties

15. 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: 8th Floor, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon).

Registration and Electoral Office
June 2025