

更改通知書

NOTICE OF VARIATION

《選舉管理委員會（立法會選舉及區議會選舉資助）（申請及支付程序）規例》（第 541N 章）第 10 條
Section 10 of the Electoral Affairs Commission (Financial Assistance for Legislative Council Elections and District Council Elections)
(Application and Payment Procedure) Regulation (Cap. 541N)

2016 年立法會換屆選舉

2016 LEGISLATIVE COUNCIL GENERAL ELECTION

（地方選區／功能界別名稱）
(Name of Geographical/Functional Constituency)

選舉日期：2016 年 9 月 4 日
Date of Election: 4 September 2016

〔附註：請用正楷填寫此通知書及參閱《填寫更改通知書說明》（說明）。〕
[Note: Please use **BLOCK LETTERS** in completing this notice and read the “Notes on Completion of Notice of Variation” (Note(s)).]

（此通知書須由所有在有關候選人名單上的候選人及已去世候選人的合法遺產代理人或最近親填寫及簽署。）
(This notice must be completed and signed by all the candidates on the list concerned and the legal personal representative or next of kin of the deceased candidate.)

致：總選舉事務主任
To: Chief Electoral Officer

1. 我們現根據《選舉管理委員會（立法會選舉及區議會選舉資助）（申請及支付程序）規例》（第 541N 章）第 10 條提交此更改通知書，並指定以下候選人代表我們收取資助的付款：
Pursuant to section 10 of the Electoral Affairs Commission (Financial Assistance for Legislative Council Elections and District Council Elections) (Application and Payment Procedure) Regulation (Cap. 541 N), we hereby present this notice of variation and nominate the following candidate to receive the payment of financial assistance on our behalf:

候選人姓名
Name of Candidate _____

2. 請以劃線支票支付資助予上述候選人及將支票郵寄至下列地址：
Please make payment by crossed cheque to the above-named candidate and send it by post to the following address:

地址
Address _____

候選人姓名 Name of Candidate(s)		合法遺產代理人 或最近親姓名 (只適用於已去世的候選人) Name of Legal Personal Representative or Next of Kin (for deceased candidate only)	香港身分證 號碼 Hong Kong Identity Card Number	簽署 Signature
姓 Surname	名 Other Name			
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				
(7)				
(8)				
(9)				

日期
Date

填寫更改通知書說明 Notes on Completion of Notice of Variation

1. 請用中文或英文填寫此通知書。
Please complete this notice either in Chinese or English.
2. 根據《選舉管理委員會(立法會選舉及區議會選舉資助)(申請及支付程序)規例》(第 541N 章)第 10 條，如被指定收取資助的付款的候選人在付款前去世，則有關多於一名候選人的合資格候選人名單上的所有候選人及該名已去世候選人的合法遺產代理人或最近親必須藉簽署更改通知書，指定另一名候選人代表該名單上的候選人收取付款。更改通知書必須採用此指明表格 (REO/C/23(GC)(DC(2)FC)/2016LC(SF))。
In accordance with section 10 of the Electoral Affairs Commission (Financial Assistance for Legislative Council Elections and District Council Elections) (Application and Payment Procedure) Regulation (Cap. 541N), if the candidate nominated to receive a payment of financial assistance dies before the payment is made, all the candidates on the eligible list of candidates consisting of more than one candidate and the legal personal representative or next of kin of the deceased candidate must nominate another candidate to receive the payment on behalf of the candidates on the list, by signing a notice of variation. The notice of variation must be in this specified form (REO/C21(GC)(DC(2)FC)/2016LC(SF)).
3. 填妥的通知書必須由簽署有關申索表格的其中一名候選人或其中一名候選人的代理人親自向總選舉事務主任提交。通知書須在通常辦公時間內於總選舉事務主任的辦事處(地址：九龍觀塘觀塘道 392 號創紀之城 6 期 23 樓 2301-03 室)提交。“通常辦公時間”是指星期一至五上午 8 時 45 分至下午 6 時，公眾假期及午膳時間下午 12 時 30 分至 1 時 30 分除外。The completed notice must be presented to the Chief Electoral Officer by one of the candidates who has signed the claim form concerned or the agent of one of the candidates in person. The notice must be presented at the office of the Chief Electoral Officer (Address: Unit 2301-03, 23/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon) during ordinary business hours. “Ordinary business hours” means the hours between 8:45 a.m. and 6 p.m. from Monday to Friday, other than a general holiday and lunch break from 12:30 p.m. to 1:30 p.m.
4. 總選舉事務主任可要求候選人名單上的任何候選人，提供其用於核實有關申索而合理地要求的進一步資料。該要求會以書面及掛號郵遞送交在此通知書第 2 段述明的地址。如候選人未能於指明的限期內回覆，總選舉事務主任可無須事先通知而停止處理有關申索。
The Chief Electoral Officer may require any candidate on the list of candidates to provide further information as he/she may reasonably require to verify the claim. A requirement for further information will be made in writing and sent by registered post to the address stated in paragraph 2 of this notice. If the candidate does not respond within the specified period, the Chief Electoral Officer may, without any prior notice, stop processing the claim.
5. 候選人在填寫此通知書時如有任何問題，請在辦公時間內致電選舉事務處的查詢熱線 2891 1001。
If the candidate has any difficulty in completing this notice, please call the Enquiry Hotline of the Registration and Electoral Office at 2891 1001 during office hours.
6. 請注意下列有關在此通知書提供個人資料的說明 –
Please note the following with regard to the personal data supplied in connection with this notice –
 - (a) **資料用途**
就此通知書提供的個人及其他有關的資料，會供選舉管理委員會、選舉事務處及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 related information supplied in connection with this notice will be used by the Electoral Affairs Commission, the Registration and Electoral Office and other related government departments for election-related purposes.

(b) **資料轉介**

就此通知書提供的個人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 related information supplied in connection with this notice may be provided to other authorised 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／她所提供的個人資料。

Access to Personal Data

A person has the right to request access to and correction of the personal data that he/she supplied in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) **保障個人資料原則**

請注意，候選人在收集第三者的個人資料以填寫此通知書時，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，以確保資料受到保障而不受未獲准許的或意外的查閱和處理。

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 person in completing this notice, in particular Principle 4 concerning the requirement to take all practicable steps to ensure that personal data are protected against unauthorised or accidental access and processing.

(e) **查詢**

關於透過本通知書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：香港灣仔港灣道 25 號海港中心 10 樓）。

Enquiry

Enquiries concerning the personal data collected by means of this notice (including requests for access and corrections of personal data) should be addressed to the Chief Electoral Officer at 10th Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong.

選舉管理委員會
2016 年 6 月
Electoral Affairs Commission
June 2016