

地方選區／區議會（第二）功能界別選舉候選人名單
更改授權招致選舉開支金額通知書／招致選舉開支授權書／
撤銷授權招致選舉開支通知書

**NOTICE OF ADJUSTMENT OF AUTHORISED AMOUNT OF ELECTION EXPENSES/
AUTHORISATION TO INCUR ELECTION EXPENSES/
NOTICE OF REVOCATION OF AUTHORISATION TO INCUR ELECTION EXPENSES
BY A LIST OF CANDIDATES IN A GEOGRAPHICAL CONSTITUENCY/
DISTRICT COUNCIL (SECOND) FUNCTIONAL CONSTITUENCY ELECTION**

《選舉（舞弊及非法行為）條例》（第 554 章）第 23 及 24 條及
《選舉管理委員會（選舉程序）（立法會）規例》（第 541D 章）第 25 條
Sections 23 and 24 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) and Section 25 of
the Electoral Affairs Commission (Electoral Procedure)(Legislative Council) Regulation (Cap. 541D)

**2020 年立法會換屆選舉
2020 LEGISLATIVE COUNCIL GENERAL ELECTION**

選舉日期：_____

Date of Election:

選區／界別名稱：_____ *地方選區／區議會（第二）功能界別

Name of Constituency: _____ *Geographical Constituency/
District Council (second) Functional Constituency

該 *選區／界別選舉開支最高限額：_____

Maximum Amount of Election Expenses for the Constituency

最近一次提交 *通知書／授權書的日期（如適用）：_____

Date of *Notice/Authorisation last submitted (if applicable)

* 請刪去不適用者。

Please delete whichever is inapplicable.

[附註：在填寫此通知書前，請參閱《填寫地方選區／區議會（第二）功能界別選舉候選人名單
更改授權招致選舉開支金額通知書／招致選舉開支授權書／撤銷授權招致選舉開支通知
書說明》（“說明”）。]

[Note: Before completing this notice, please read the “Notes on Completion of Notice of Adjustment of Authorised Amount of Election Expenses/Authorisation to Incur Election Expenses/Notice of Revocation of Authorisation to Incur Election Expenses by a List of Candidates in a Geographical Constituency/District Council (second) Functional Constituency Election” (“Note(s)”).]

第一部分 更改候選人互相授權（所有候選人均須填寫）

Part I Adjustment of Cross-Authorisation by Candidates (To be completed by all candidates)

1. 我們，即下文第 1 欄所列的候選人，現更改互相授權對方招致的選舉開支金額，更改後的獲授權金額載於下文第 4 欄中。

We, the candidates listed in Column 1 below, hereby adjust the amounts of election expenses cross-authorised to be incurred by each of us, as stated in Column 4 below.

1. 我們，即下文第 1 欄所列的候選人，現聲明我們互相授權對方招致的選舉開支金額並無更改，現時仍有效的獲授權金額載於下文第 2 及第 4 欄中。

We, the candidates listed in Column 1 below, hereby declare that the amounts of election expenses cross-authorised to be incurred by each of us have not been changed and the effective amounts are as stated in Columns 2 and 4 below.

請在適當的方格內加「✓」號。

Please tick the appropriate box.

候選人姓名 Name of Candidate (第 1 欄) (Column 1)	載於我們最近一次提交的 授權書／通知書上的 獲授權招致的選舉開支 金額 (港元) Authorised Amount of Election Expenses to be Incurred as Stated in the Authorisation/Notice (第 2 欄) (Column 2)	在候選人名單 組成後所招致的 選舉開支金額 Δ (港元) Amount of Election Expenses Already Incurred after Formation of the List of Candidates Δ (HK\$) (第 3 欄) Δ (Column 3) Δ	在更改後或仍有效的 獲授權招致的 選舉開支金額 Δ (港元) Authorised Amount of Election Expenses after Adjustment or which is still Valid Δ (HK\$) (第 4 欄) Δ (Column 4) Δ
(1) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(2) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(3) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(4) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(5) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(6) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(7) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(8) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
(9) _____	\$ _____ 元	\$ _____ 元	\$ _____ 元
		(A) 小計： Sub-total:	\$ _____ 元

Δ 如獲互相授權的金額並無更改，候選人無須填寫第 3 欄，而第 4 欄應顯示與第 2 欄相同的金額。

In case the cross-authorized amounts have not been changed, candidates need not fill in Column 3, and the amounts stated in Column 4 should be the same amounts as stated in Column 2.

第二部分 就候選人名單組成之前已招致的選舉開支所作的聲明 (所有候選人均須填寫) Part II Declaration on Election Expenses Already Incurred before Formation of the List of Candidates (To be completed by all candidates)

2. 我們，即下文第 5 欄所列的候選人，聲明我們本身已招致第 6 欄所示的選舉開支金額：
We, the candidates listed in Column 5 below, declare that we have incurred the amount of election expenses as shown in Column 6 for ourselves –

候選人姓名 Name of Candidate (第 5 欄) (Column 5)	已招致的選舉開支金額 (港元) Amount of Election Expenses Incurred (HK\$) (第 6 欄) (Column 6)
(1) _____	\$ _____ 元
(2) _____	\$ _____ 元
(3) _____	\$ _____ 元
(4) _____	\$ _____ 元
(5) _____	\$ _____ 元
(6) _____	\$ _____ 元
(7) _____	\$ _____ 元
(8) _____	\$ _____ 元
(9) _____	\$ _____ 元
	(B) 小計： Sub-total: \$ _____ 元

第三部分 授權／撤銷授權招致選舉開支（只在適用時填寫）
Part III Authorisation/Revocation of Authorisation to Incur Election Expenses
(To be completed if applicable)

3. 我們現授權下文第 7 欄所列的選舉開支代理人，代我們招致選舉開支：
We hereby authorise the election expense agent(s) named in Column 7 below to incur election expenses on our behalf –

選舉開支代理人姓名 Name of Election Expense Agent	身分證明文件 (請註明類別及號碼) Identity Document (please specify Type and Number)
(第 7 欄) (Column 7)	
(1) _____	_____
(2) _____	_____
(3) _____	_____
(4) _____	_____
(5) _____	_____

4. 我們現撤銷授權下文第 8 欄中的選舉開支代理人為我們招致選舉開支：
We hereby revoke the authorisation of the election expense agent(s) named in Column 8 below to incur election expenses on our behalf –

選舉開支代理人姓名 Name of Election Expense Agent	身分證明文件 (請註明類別及號碼) Identity Document (please specify Type and Number)
(第 8 欄) (Column 8)	
(1) _____	_____
(2) _____	_____
(3) _____	_____
(4) _____	_____
(5) _____	_____

第四部分 更改選舉開支代理人的獲授權招致的選舉開支金額 (所有候選人均須填寫)
Part IV Adjustment of Authorised Amount of Election Expenses to be incurred in respect of Election Expense Agent(s) (To be completed by all candidates)

5. 我們現聲明我們的所有選舉開支代理人 (須包括所有之前已獲委任、新委任及被撤銷授權的代理人) (名列於下文第 9 欄中) 的獲授權招致的選舉開支金額載於下文第 12 欄中。
 We hereby declare that the authorised amount(s) of election expenses to be incurred in respect of all our election expense agent(s) (including all agents already appointed prior to this notice, newly appointed and whose authorisation has been revoked by way of this notice) (as listed in Column 9 below), are as stated in Column 12 below.

選舉開支代理人姓名 Name of Election Expense Agent	身分證明文件 (請註明類別及號碼) Identity Document (please specify Type and Number)	載於最近一次提交的授權書上獲授權招致的選舉開支金額@ (港元) Authorised Amount of Election Expenses to be incurred as Stated in the Authorisation Last Submitted @ (HK\$)	已招致的選舉開支金額 Δ @ (港元) Amount of Election Expenses Already Incurred Δ @ (HK\$)	在更改後或仍有效的獲授權招致的選舉開支金額 Δ # (港元) Authorised Amount of Election Expenses to be incurred after Adjustment or which is still Valid Δ # (HK\$)
(第 9 欄) (Column 9)		(第 10 欄) @ (Column 10)@	(第 11 欄) Δ @ (Column 11)Δ @	(第 12 欄) Δ # (Column 12)Δ #
(1)		\$ 元	\$ 元	元
(2)		\$ 元	\$ 元	元
(3)		\$ 元	\$ 元	元
(4)		\$ 元	\$ 元	元
(5)		\$ 元	\$ 元	元
(6)		\$ 元	\$ 元	元
(7)		\$ 元	\$ 元	元
			(C) 小計: Sub-total:	\$ 元

@ 如選舉開支代理人是新獲委任的，請在第 10 及 11 欄填寫“不適用”。
 Please mark “not applicable” in Columns 10 and 11 for newly appointed election expense agent(s).

Δ 如獲授權的金額並無更改，候選人應於第 11 欄填寫“不適用”，而第 12 欄應顯示與第 10 欄相同的金額。
 In case the authorised amounts have not been changed, candidates should mark “not applicable” in Column 11, and the amounts stated in Column 12 should be the same amounts as stated in Column 10.

如候選人名單撤銷選舉開支代理人招致選舉開支的授權，須同時更改該人士獲授權招致的選舉開支的金額。更改後的金額，須與該人已招致的選舉開支的金額相同。
 When the list of candidates has revoked the authorisation of an election expense agent to incur election expenses, the list of candidates should adjust the authorised amount to incur election expenses in respect of that agent in such a way that the authorised amount after adjustment will be the same as the amount of election expenses already incurred by that agent.

第五部分 候選人的聲明 (所有候選人均須填寫及簽署)

Part V Declaration by Candidates (To be completed and signed by all candidates)

6. 我們在釐定上述各授權選舉開支金額時，已計及上文第一、第二及第四部分所述已招致的選舉開支。我們明白我們名單上的候選人及選舉開支代理人所招致的選舉開支總額，不得超逾適用於本候選人名單所屬*地方選區／區議會（第二）功能界別的選舉開支上限。經我們授權的選舉開支總額（包括載於上述第 6 欄的已招致的選舉開支金額和第 4 及 12 欄所列的獲授權招致的選舉開支金額）為 HK\$ _____（即(A) + (B) + (C)）。
- In setting out the above authorised amounts of election expenses, we have taken into account the election expenses already incurred, as stated in Parts I, II and IV above. We understand that the total amount of the election expenses incurred by our list of candidates and our election expense agent(s) must not exceed the election expenses ceiling applicable to the *geographical constituency/District Council (second) functional constituency for which our list of candidates is nominated. The total amount of election expenses authorised by us (including the amount of election expenses already incurred as shown in Column 6 above and those amounts authorised to be incurred in Columns 4 and 12, is HK\$ _____ (i.e. (A) + (B) + (C)).
7. 我們明白，選舉開支必須包括捐贈予我們個別候選人或本候選人名單，而用於促使我們當選或阻礙其他候選人當選的貨品及／或服務的價值。（請參閱說明第 8 項）
- We understand that the value of all donations to individual candidates or to our list of candidates, consisting of goods and/or services which are used in promoting the election of us or in prejudicing the election of other candidates, shall be included in our election expenses. (see Note 8)
8. 我們明白，我們須為我們整體的選舉開支金額負責。倘若由我們及／或我們的選舉開支代理人所招致的選舉開支總額超逾我們所屬*地方選區／區議會（第二）功能界別的選舉開支上限，除非我能夠證明任何超額開支並非因我們疏忽，及未經我們的同意或該等開支超過授權書中所指明的限額，否則我們將會觸犯法例。
- We understand that we shall be responsible for the overall amount of our election expenses. If the total amount of election expenses incurred by us and/or by our election expense agent(s) exceeds the applicable election expenses ceiling for the *geographical constituency/District Council (second) functional constituency, we shall be liable for contravening the law, unless we can prove that the excess was incurred without negligence on our part, and without our consent or in excess of an amount specified in an authorisation.
9. 我們可隨時簽署指明格式的撤銷授權通知書（表格編號：REO/C/4(GC)(DC(2)FC)/2020LC(SF)）並送達有關的選舉主任，以撤銷授權招致選舉開支。但在相關撤銷授權通知書送達選舉主任前招致的獲授權選舉開支，須計算在我們的選舉開支總額內。
- Authorisation to incur election expenses may be revoked by us at any time by signing and delivering to the relevant Returning Officer a notice of revocation in the specified form (Form No.: REO/C/4(GC)(DC(2)FC)/2020LC(SF)). However, election expenses incurred under or pursuant to the authorisation before the relevant notice of revocation has been served on the Returning Officer shall be counted towards our total election expenses.
10. 我們已將這份通知書／授權書的副本交予上文第 7、8 及 9 欄所列的人士。
- We have provided a copy of this notice/authorisation to the person(s) named in Columns 7, 8 and 9 above.

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

簽署：
SIGNED BY:

候選人姓名（正楷） Name of Candidate (in BLOCK LETTERS)	香港身分證號碼 Hong Kong Identity Card Number	候選人簽署 Signature of Candidate	日期 Date
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			
(7)			
(8)			
(9)			

第六部分 選舉開支代理人接受候選人更改獲授權金額的同意書

(每名列於上文第四部分第 9 欄中的選舉開支代理人均須就此部分填寫分別的同意書，除非其獲授權招致的選舉開支金額並無更改或其獲授權已被撤銷。)

Part VI Acceptance by Election Expense Agent(s) of Adjustment of the Amount of Election Expenses Authorised by the Candidates

(Each Election Expense Agent named in Column 9 of Part IV above should complete a separate acceptance for this part, unless his/her authorised amount of election expenses to be incurred remains unchanged or his/her authorisation has been revoked.)

我(詳細資料見上文第四部分第 9 欄)，現接受此通知書第一部分第 1 欄所述的候選人名單給予我的授權。

I (whose particulars are at Column 9 of Part IV above) hereby accept the authorisation given to me by the list of candidates described in Column 1 of Part I of this notice.

我明白我代表候選人名單所招致的選舉開支總數，不得超逾上文第四部分第 12 欄中所指明我獲授權的有關金額；否則，我會觸犯法例。

I understand that I shall not incur any election expenses on behalf of the list of candidates in excess of my authorised amount as specified in Column 12 of Part IV above. Otherwise, I shall be contravening the law.

為了協助候選人名單呈交「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF))，我須就我代表候選人名單招致的所有選舉開支記存帳目，並須在選舉結束後，在切實可行的情況下，盡快向候選人名單呈交－

In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), I shall keep accounts of all election expenses incurred by me on behalf of the list of candidates and shall as soon as practicable after the election submit to the list of candidates –

- (a) 一份詳細的開支申報表，並就每項 500 元或以上的開支附上發票及收據，作為證明(為免生疑問，上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支)；

a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

- (b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料(如描述及數量)，捐贈日期及其合理估值的申報書(見說明第 8 項)；

if any election expense includes the value of goods and/or services donated to the candidate which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

- (c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) 或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

選舉開支代理人：

Election Expense Agent:

簽署：_____

Signature

姓名：_____

Name

身分證明文件(請註明類別及號碼)(見說明第 5 項)：_____

Identity Document (please specify Type and Number) (see Note 5)

聯絡電話：_____

Contact Telephone Number

住址：_____

Residential Address

日期：_____

Date

第六部分

選舉開支代理人接受候選人更改獲授權金額的同意書

(延續)

(每名列於上文第四部分第 9 欄中的選舉開支代理人均須就此部分填寫分別的同意書，除非其獲授權招致的選舉開支金額並無更改或其獲授權已被撤銷。)

Part VI (Cont'd)

Acceptance by Election Expenses Agent(s) of Adjustment of the Amount of Election Expenses Authorised by the Candidates

(Each Election Expense Agent named in column 9 of Part IV above should complete a separate acceptance for this part, unless his/her authorised amount of election expenses to be incurred remains unchanged or his/her authorisation has been revoked.)

我(詳細資料見上文第四部分第 9 欄)，現接受此通知書第一部分第 1 欄所述的候選人名單給予我的授權。

I (whose particulars are at Column 9 of Part IV above) hereby accept the authorisation given to me by the list of candidates described in Column 1 of Part I of this notice.

我明白我代表候選人名單所招致的選舉開支總數，不得超逾上文第四部分第 12 欄中所指明我獲授權的有關金額；否則，我會觸犯法例。

I understand that I shall not incur any election expenses on behalf of the list of candidates in excess of my authorised amount as specified in Column 12 of Part IV above. Otherwise, I shall be contravening the law.

為了協助候選人名單呈交「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF))，我須就我代表候選人名單招致的所有選舉開支記存帳目，並須在選舉結束後，在切實可行的情況下，盡快向候選人名單呈交—

In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), I shall keep accounts of all election expenses incurred by me on behalf of the list of candidates and shall as soon as practicable after the election submit to the list of candidates –

- (a) 一份詳細的開支申報表，並就每項 500 元或以上的開支附上發票及收據，作為證明(為免生疑問，上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支)；

a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

- (b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料(如描述及數量)，捐贈日期及其合理估值的申報書(見說明第 8 項)；

if any election expense includes the value of goods and/or services donated to the candidate which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

- (c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

選舉開支代理人：

Election Expense Agent:

簽署：_____

Signature

姓名：_____

Name

身分證明文件(請註明類別及號碼)(見說明第 5 項)：_____

Identity Document (please specify Type and Number) (see Note 5)

聯絡電話：_____

Contact Telephone Number

住址：_____

Residential Address

日期：_____

Date

第六部分
(延續)

選舉開支代理人接受候選人更改獲授權金額的同意書

(每名列於上文第四部分第 9 欄中的選舉開支代理人均須就此部分填寫分別的同意書，除非其獲授權招致的選舉開支金額並無更改或其獲授權已被撤銷。)

Part VI
(Cont'd)

Acceptance by Election Expenses Agent(s) of Adjustment of the Amount of Election Expenses Authorised by the Candidates

(Each Election Expense Agent named in column 9 of Part IV above should complete a separate acceptance for this part, unless his/her authorised amount of election expenses to be incurred remains unchanged or his/her authorisation has been revoked.)

我(詳細資料見上文第四部分第 9 欄)，現接受此通知書第一部分第 1 欄所述的候選人名單給予我的授權。

I (whose particulars are at Column 9 of Part IV above) hereby accept the authorisation given to me by the list of candidates described in Column 1 of Part I of this notice.

我明白我代表候選人名單所招致的選舉開支總數，不得超逾上文第四部分第 12 欄中所指明我獲授權的有關金額；否則，我會觸犯法例。

I understand that I shall not incur any election expenses on behalf of the list of candidates in excess of my authorised amount as specified in Column 12 of Part IV above. Otherwise, I shall be contravening the law.

為了協助候選人名單呈交「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF))，我須就我代表候選人名單招致的所有選舉開支記存帳目，並須在選舉結束後，在切實可行的情況下，盡快向候選人名單呈交—

In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), I shall keep accounts of all election expenses incurred by me on behalf of the list of candidates and shall as soon as practicable after the election submit to the list of candidates –

(a) 一份詳細的開支申報表，並就每項 500 元或以上的開支附上發票及收據，作為證明(為免生疑問，上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支)；

a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

(b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料(如描述及數量)，捐贈日期及其合理估值的申報書(見說明第 8 項)；

if any election expense includes the value of goods and/or services donated to the candidate which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

(c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

選舉開支代理人：

Election Expense Agent:

簽署： _____
Signature

姓名： _____
Name

身分證明文件(請註明類別及號碼)(見說明第 5 項)： _____
Identity Document (please specify Type and Number) (see Note 5)

聯絡電話： _____
Contact Telephone Number

住址： _____
Residential Address

日期： _____
Date

第六部分

選舉開支代理人接受候選人更改獲授權金額的同意書

(延續)

(每名列於上文第四部分第 9 欄中的選舉開支代理人均須就此部分填寫分別的同意書，除非其獲授權招致的選舉開支金額並無更改或其獲授權已被撤銷。)

Part VI (Cont'd)

Acceptance by Election Expenses Agent(s) of Adjustment of the Amount of Election Expenses Authorised by the Candidates

(Each Election Expense Agent named in column 9 of Part IV above should complete a separate acceptance for this part, unless his/her authorised amount of election expenses to be incurred remains unchanged or his/her authorisation has been revoked.)

我(詳細資料見上文第四部分第 9 欄)，現接受此通知書第一部分第 1 欄所述的候選人名單給予我的授權。

I (whose particulars are at Column 9 of Part IV above) hereby accept the authorisation given to me by the list of candidates described in Column 1 of Part I of this notice.

我明白我代表候選人名單所招致的選舉開支總數，不得超逾上文第四部分第 12 欄中所指明我獲授權的有關金額；否則，我會觸犯法例。

I understand that I shall not incur any election expenses on behalf of the list of candidates in excess of my authorised amount as specified in Column 12 of Part IV above. Otherwise, I shall be contravening the law.

為了協助候選人名單呈交「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF))，我須就我代表候選人名單招致的所有選舉開支記存帳目，並須在選舉結束後，在切實可行的情況下，盡快向候選人名單呈交—

In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), I shall keep accounts of all election expenses incurred by me on behalf of the list of candidates and shall as soon as practicable after the election submit to the list of candidates –

(a) 一份詳細的開支申報表，並就每項 500 元或以上的開支附上發票及收據，作為證明(為免生疑問，上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支)；

a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

(b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料(如描述及數量)，捐贈日期及其合理估值的申報書(見說明第 8 項)；

if any election expense includes the value of goods and/or services donated to the candidate which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

(c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

選舉開支代理人：

Election Expense Agent:

簽署： _____
Signature

姓名： _____
Name

身分證明文件(請註明類別及號碼)(見說明第 5 項)： _____
Identity Document (please specify Type and Number) (see Note 5)

聯絡電話： _____
Contact Telephone Number

住址： _____
Residential Address

日期： _____
Date

第六部分 選舉開支代理人接受候選人更改獲授權金額的同意書

(延續)

(每名列於上文第四部分第 9 欄中的選舉開支代理人均須就此部分填寫分別的同意書，除非其獲授權招致的選舉開支金額並無更改或其獲授權已被撤銷。)

Part VI Acceptance by Election Expenses Agent(s) of Adjustment of the Amount of Election Expenses Authorised by the Candidates

(Cont'd)

(Each Election Expense Agent named in column 9 of Part IV above should complete a separate acceptance for this part, unless his/her authorised amount of election expenses to be incurred remains unchanged or his/her authorisation has been revoked.)

我(詳細資料見上文第四部分第 9 欄)，現接受此通知書第一部分第 1 欄所述的候選人名單給予我的授權。

I (whose particulars are at Column 9 of Part IV above) hereby accept the authorisation given to me by the list of candidates described in Column 1 of Part I of this notice.

我明白我代表候選人名單所招致的選舉開支總數，不得超逾上文第四部分第 12 欄中所指明我獲授權的有關金額；否則，我會觸犯法例。

I understand that I shall not incur any election expenses on behalf of the list of candidates in excess of my authorised amount as specified in Column 12 of Part IV above. Otherwise, I shall be contravening the law.

為了協助候選人名單呈交「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF))，我須就我代表候選人名單招致的所有選舉開支記存帳目，並須在選舉結束後，在切實可行的情況下，盡快向候選人名單呈交—

In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), I shall keep accounts of all election expenses incurred by me on behalf of the list of candidates and shall as soon as practicable after the election submit to the list of candidates –

(a) 一份詳細的開支申報表，並就每項 500 元或以上的開支附上發票及收據，作為證明(為免生疑問，上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支)；

a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

(b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料(如描述及數量)，捐贈日期及其合理估值的申報書(見說明第 8 項)；

if any election expense includes the value of goods and/or services donated to the candidate which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

(c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

選舉開支代理人：

Election Expense Agent:

簽署： _____
Signature

姓名： _____
Name

身分證明文件(請註明類別及號碼)(見說明第 5 項)： _____
Identity Document (please specify Type and Number) (see Note 5)

聯絡電話： _____
Contact Telephone Number

住址： _____
Residential Address

日期： _____
Date

第七部分 **見證** (由見證人填寫)
Part VII **Attestation** (To be completed by a witness)

我聲明本授權書第一部分至第六部分是於我見證下填寫和簽署。我的個人資料如下：

I hereby declare that Part I to Part VI of this authorisation were completed and signed in my presence.
My particulars are as follows –

中文姓名 (正楷) : _____
Name in Chinese

英文姓名 (正楷) : _____
Name in English (in BLOCK LETTERS) (姓 Surname) (名 Other name)

身分證明文件 (請註明類別及號碼) (見說明第 5 項) : _____
Identity Document (please specify Type and Number) (see Note 5)

住址 : _____
Residential
Address

日期 : _____
Date

見證人簽署 : _____
Signature of Witness

**填寫地方選區／區議會（第二）功能界別選舉候選人名單
更改授權招致選舉開支金額通知書／招致選舉開支授權書／
撤銷授權招致選舉開支通知書說明**

**Notes on Completion of Notice of Adjustment of Authorised Amount of Election Expenses/
Authorisation to Incur Election Expenses/**

**Notice of Revocation of Authorisation to Incur Election Expenses by a List of Candidates
in a Geographical Constituency/District Council (second) Functional Constituency Election**

1. 此通知書／授權書可用作－

Candidate can use this notice/authorisation to－

- (a) 更改地方選區／區議會（第二）功能界別候選人名單所授權招致的選舉開支金額；
adjust the amount of authorised election expenses to be incurred in respect of a geographical constituency (GC)/District Council (second) functional constituency (DC(second)FC) candidate list;
- (b) 新增選舉開支代理人招致選舉開支的授權；
authorise additional election expense agent(s) to incur election expenses;
- (c) 撤銷選舉開支代理人招致選舉開支的授權。
revoke the authorisation of election expense agent(s) to incur election expenses.

為了確保更改後的授權招致選舉開支金額的總數不會超越適用於有關候選人名單的地方選區／區議會（第二）功能界別選舉開支最高限額，名單上所有候選人均須填寫此通知書／授權書第一、第二、第四及第五部分和在適用時填妥第三部分，並在第五部分簽署。第六部分須由獲授權招致選舉開支的人填妥及簽署。第七部分則須由一名見證人填妥及簽署。除非候選人以指明表格明文另作示明，有關授權須當作是為是次選舉（不論投票是在預定日期進行或遭押後至較後日期進行）而作出。

To ensure that the total authorised amount of election expenses to be incurred after adjustment will not exceed the election expenses ceiling applicable to the GC/DC(second)FC for which the list of candidates is nominated, candidates on the list must complete Parts I, II, IV and V and if applicable also Part III of this notice/authorisation, and sign on Part V. Part VI should be completed and signed by the person(s) authorised to incur election expense. Part VII should be completed and signed by a witness. The relevant authorisation is to be regarded as being made for this election (regardless of whether the poll is to be conducted on the scheduled date or is postponed or adjourned to a later date), unless the candidate expressly indicates otherwise in the specified form.

2. 由地方選區／區議會（第二）功能界別候選人名單上某一位候選人所招致或其他人代其招致的選舉開支、為促使該候選人名單當選或阻礙另一候選人或候選人名單當選而招致的選舉開支，均須視作為整份候選人名單而招致的選舉開支，因為不論某一候選人在名單上的排名先後，有關開支不單是為該位候選人而招致，而是為促使整份候選人名單上的候選人當選，或為令整份候選人名單上的候選人受益而招致的。

Any election expenses incurred by or on behalf of a candidate on a GC/DC(second)FC list of candidates for promoting the election of the candidate list or for prejudicing the election of another candidate or candidate list will necessarily be election expenses incurred for the whole list of candidates, because they are not only incurred for a particular candidate, but for promoting the list of candidates as a whole or benefiting the election of the list of candidates in its entirety, regardless of the candidate's rank of priority on the list.

3. 地方選區／區議會（第二）功能界別候選人名單上的所有候選人，都可以共同授權一名或多名人士代其招致選舉開支。任何年滿 18 歲的人士都合資格獲得授權。候選人名單不應授權任何總選舉主任、選舉主任、助理選舉主任，或任何已獲總選舉事務主任委任協助進行投票或點票的人士（通常為政府公職人員）為其選舉開支代理人。

All the candidates of a GC/DC(second)FC list of candidates may jointly authorise one or more persons to incur election expenses on their behalf. Any person who is aged 18 years or over can be so authorised. A list of candidates should not authorise any Chief Returning Officer, Returning Officer, Assistant Returning Officer, or any person (usually a government officer) already appointed by the Chief Electoral Officer to assist at the poll or the count as their election expense agent.

4. 任何人士必須事前獲得候選人名單上所有候選人書面授權，才可招致選舉開支。候選人在簽署授權書時，宜在所屬選區／界別的選舉開支上限內，預留一筆充足的備用款項。理由是倘若任何一位候選人擬使用超逾授權表格第四部分所申報的款額，便可由候選人名單上所有候選人授權由這筆備用款項來抵銷。

No election expenses shall be incurred by any person unless he/she is so authorised beforehand by all candidates on the list of candidate in writing. Candidates are advised to reserve a comfortable cushion below the applicable election expense ceiling when making the authorisation. The reason is that if any one of the candidates wishes to spend above the amount to be incurred as declared in Part IV of the authorisation form, this further expenditure could be covered by the cushioned amount which should be authorised by all candidates on the list of candidates.

5. 任何年滿 18 歲並持有身分證明文件的人士均可擔任選舉開支代理人或見證人。根據《立法會條例》(第 542 章)第 3(1)條,“身分證明文件”(identity document)指 –
Any person holding an identity document and aged 18 years or over can be an election expense agent or a witness. According to section 3(1) of the Legislative Council Ordinance (Cap. 542), “identity document” (身分證明文件) means –
- (a) 根據《人事登記條例》(第 177 章)向某人發出的身分證;或
an identity card issued to a person under the Registration of Persons Ordinance (Cap. 177); or
 - (b) 《人事登記條例》(第 177 章)第 1A(1)條所指的人事登記處處長向某人發出的文件,而該文件證明該人根據《人事登記規例》(第 177A 章)第 25 條獲豁免,無須根據該條例登記;或
a document issued by the Commissioner of Registration (within the meaning of section 1A(1) of the Registration of Persons Ordinance (Cap. 177)) to a person certifying that the person is exempt, under regulation 25 of the Registration of Persons Regulations (Cap. 177A), from being required to register under that Ordinance; or
 - (c) 向某人發出而可獲選舉登記主任接受為該人的身分證明的任何其他文件。
any other document issued to a person that is acceptable to the Electoral Registration Officer as proof of the person’s identity.
6. 有關撤銷授權或更改授權只有在通知書送達有關的選舉主任後方為有效。如尚未委任選舉主任,則須把通知書的文本送達總選舉事務主任。填妥的通知書文本可藉專人送遞、郵遞、電子郵件或圖文傳真方式送達。此外,候選人名單亦應將通知書的副本交予有關選舉開支代理人。
The relevant revocation of authorisation or adjustment of authorisation will be effective only when a copy of the notice has been served on the relevant Returning Officer or, if the Returning Officer has not yet been appointed, the Chief Electoral Officer. A copy of the duly completed notice may be delivered by hand, by post, by electronic mail or by facsimile transmission. In addition, the list of candidates should also send a copy of the notice to the election expense agent(s) concerned.
7. 根據《選舉管理委員會(選舉程序)(立法會)條例》(第 541D 章)第 26 條,選舉主任會在切實可行範圍內盡快將收到的每份授權書的副本供公眾查閱。
According to section 26 of the Electoral Affairs Commission (Electoral Procedure) (Legislative Council) Regulation (Cap. 541D), a copy of the authorisation will be made available for public inspection as soon as practicable after it is received by the Returning Officer.
8. 如一項開支是由一項包含貨品或服務的捐贈所抵付,則須為該項捐贈作出公平及合理估值,並計算在獲授權招致的選舉開支內。例如候選人或選舉開支代理人安排印刷商免費供應紙張及印刷傳單,則須以該印刷商就該項捐贈(例如紙張及印刷)的通常收費為估值基礎。選舉開支代理人須把該等捐贈視為選舉開支記存帳目,如該等捐贈價值為 1,000 元以上,並須附上發給捐贈者載有該捐贈者姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本(表格編號: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF))。
If an item of expense is met by a donation consisting of goods or a service, a fair and reasonable assessment of the value of the donation should be made and counted as part of the election expenses authorised to be incurred. For example, if the candidate or the election expense agent arranges a printing company to provide papers and print leaflets free of charge, the normal price charged by the printer for the donation (such as paper and printing) should be adopted as the basis of assessment. This donation should be regarded as an election expense and should be accounted for by the election expense agent, and in the case of a donation of more than \$1,000 in value, evidenced by a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).
9. 為了協助候選人名單呈報「選舉開支及接受選舉捐贈之申報書及聲明書」(表格編號: REO/C/1(GC)(DC(2)FC)/2020LC(SF)),選舉開支代理人須就其代表候選人名單招致的所有選舉開支記存帳目,並須在選舉後,在切實可行的情況下,盡快向候選人名單呈交 –
In order to assist the list of candidates in filing the “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)), election expense agent should keep accounts of all election expenses incurred by him/her on behalf of the list of candidates and as soon as practicable after the election submit to the list of candidates –
- (a) 一份詳細的開支申報表,並就每項 500 元或以上的開支附上發票及收據,作為證明(為免生疑問,上述附上發票及收據的要求不適用於由包含貨品或服務的選舉捐贈所完全抵付的選舉開支);
a detailed statement of expenditure supported by invoices and receipts for each item of expenditure of \$500 or above (for the avoidance of doubt, the above-mentioned requirement for invoices and receipts does not apply to election expenses fully met by election donations consisting of goods or services);

- (b) 如某項選舉開支包括了捐贈予候選人而用於促使候選人當選或阻礙其他候選人當選的貨品及／或服務的價值，一份列明該些貨品及服務的詳細資料（如描述及數量），捐贈日期及其合理估值的申報書（見說明第 8 項）；

if any election expense includes the value of goods and/or services donated to the candidate and which are used for promoting the election of the candidate or prejudicing the election of other candidates, a statement showing the full details (such as descriptions and quantities), date of donation and assessed reasonable value of the goods and services (see Note 8);

- (c) 如(b)段所指的某項或某些來自同一捐贈者的捐贈價值為 1,000 元以上，附上發給捐贈者載有該捐贈者的姓名或名稱、地址及該項捐贈詳情的劃一格式選舉捐贈收據副本（表格編號：REO/C/2A(GC)(DC(2)FC)/2020LC(SDF)或 REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)）。

if the value of a donation(s) referred to in (b) from the same donor exceeds \$1,000, a copy of Standard Receipt for Election Donations issued to the donor specifying the name and address of the donor and giving particulars of the donation (Form no.: REO/C/2A(GC)(DC(2)FC)/2020LC(SDF) or REO/C/2B(GC)(DC(2)FC)/2020LC(SDF)).

10. 候選人必須在《選舉（舞弊及非法行為）條例》（第 554 章）第 37 條規定的限期屆滿之前，將填妥的「選舉開支及接受選舉捐贈之申報書及聲明書」（表格編號：REO/C/1(GC)(DC(2)FC)/2020LC(SF)）提交總選舉事務主任（地址：九龍觀塘觀塘道 392 號創紀之城第 6 期 23 樓 2301 至 03 室）。

Candidate must submit the completed “Return and Declaration of Election Expenses and Election Donations” (Form no.: REO/C/1(GC)(DC(2)FC)/2020LC(SF)) to the Chief Electoral Officer (Address: Unit 2301-03, 23/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon) by the statutory deadline as required under section 37 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554).

11. 候選人在填寫此通知書／授權書時如有任何問題，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 questions in completing this notice/authorisation, please call the Enquiry Hotline of the Registration and Electoral Office at 2891 1001 during office hours.

12. 請注意下列有關在此通知書／授權書提供的個人資料的說明－

Please note the following with regard to the personal data supplied in connection with this notice/authorisation –

- (a) **資料用途**

就此通知書／授權書提供的個人及其他有關資料，會供選舉管理委員會、選舉事務處、有關的選舉主任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/authorisation will be used by the Electoral Affairs Commission, the Registration and Electoral Office, the relevant Returning Officer and related government departments for election-related purposes.

- (b) **資料轉介**

此通知書／授權書的副本將根據《選舉管理委員會（選舉程序）（立法會）條例》（第 541D 章）提供給公眾查閱直至選舉申報書的副本根據《選舉（舞弊及非法行為）條例》（第 554 章）第 41 條可供查閱的期間結束為止。在展示前，通知書內所有身分證明文件號碼、聯絡電話及住址將會被遮蓋。就此通知書／授權書提供的個人及其他有關資料亦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

A copy of this notice/authorisation will be made available for public inspection in accordance with the Electoral Affairs Commission (Electoral Procedure) (Legislative Council) Regulation (Cap. 541D) until the end of the period for which copies of election returns are available for inspection pursuant to section 41 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554). All identity document numbers, contact telephone numbers and residential addresses provided in the notice will be covered before display. The personal data and other related information supplied in connection with this notice/authorisation may also 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（私穩）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

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

(d) **個人資料保障原則**

候選人在收集第三者的個人資料以填寫此通知書／授權書時，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 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, processing, erasure, loss or use.

(e) **查詢**

關於透過此通知書／授權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 to and corrections of personal data) should be addressed to the Chief Electoral Officer (Address: 10th Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong).

選舉管理委員會
2020 年 6 月
Electoral Affairs Commission
June 2020