#### Co-organised by

## the Leisure and Cultural Services Department and by Sai Kung District Sports Association (Sponsored by Sai Kung District Council)

# Sai Kung District Age Group Tennis Competition 2018 <u>Prospectus</u>

• Purpose : To provide members of the community in different age groups with an opportunity to participate in Tennis

competitions, so as to sustain their interest in Tennis, enable them to pit their skills against other players and keep

fit.

**♣** Date : 1, 2, 8, 9, 15, 16, 23, 29 & 30 December 2018 (Saturdays & Sundays)

[Competition days (including fallback days) are subjected to the finalized competition schedule]

₹ Time : 2 pm to 11 pm (Saturdays) and 9 am to 11 pm (Sundays)

▶ Venue : Po Tsui Park (Address: No.16 Yuk Nga Lane, Tseung Kwan O)

▶ Division, Event and Quota:

					Me	n's			Wom	en's	
Eν	Div		D ( CP) d			#Qu	ota			#Q	uota
Event	Division	Age	Date of Birth	Division Code	Activity Code	Successful Applicant	*Waiting List Applicant	Division Code	Activity Code	Successful Applicant	*Waiting List Applicant
		55 or above	On or before 1 December 1963	MA	40512945	20	7	FA	40512954	4	1
	Master	45 – 54	2 December 1963 - 1 December 1973	MB	40512946	44	15	FB	40512955	16	5
		35 – 44	2 December 1973 - 1 December 1983	MC	40512947	24	8	FC	40512956	12	4
S	Adult	25 – 34	2 December 1983 – 1 December 1993	MD	40512948	12	4	FD	40512957	4	1
Singles		19 – 24	2 December 1993 - 1 December 1999	ME	40512949	8	3	FE	40512958	4	1
Š	Youth	17 – 18	2 December 1999 – 1 December 2001	MF	40512950	8	3	FF	40512959	4	1
		15 – 16	2 December 2001 - 1 December 2003	MG	40512951	8	3	FG	40512960	4	1
	1 Outil	13 – 14	2 December 2003 – 1 December 2005	МН	40512952	12	4	FH	40512961	8	3
		12 or below	On or after 2 December 2005	MI	40512953	32	11	FI	40512962	8	3
D	Master	35 or above	On or before 1 December 1983	MJ	40512963	18 teams	6 teams	FJ	40512966	12 teams	4 teams
Doubles	Adult	19 – 34	2 December 1983 - 1 December 1999	MK	40512964	4 teams	1 teams	FK	40512967	4 teams	1 teams
es	Youth	18 or below	On or after 2 December 1999	ML	40512965	8 teams	3 teams	FL	40512968	4 teams	1 teams
Mixe	ed Double		Open	MFX	40512969			essful Applicant: 16 teams			

Remarks: 1. Applicants should join the division according to their date of birth. Enrolment in higher division is not allowed.

- 2. If the competition is postponed for any reasons, the original commencement day of the competition will be taken to determine to which age group the participant belongs.
- 3. If there are less than two participants/teams for a particular division, the competition(s) for that division will be cancelled and the enrolment fee paid will be refunded to participants.
- 4. # For better resource utilisation, the Organiser reserves the right to adjust the quota for each division with reference to the enrolment response. The applicants/participants should have no objection.
- 5. \* If places are available after the 'Date for Payment by Successful Applicants', those places will be opened for <u>applicants on the waiting list on first-come-first-served basis</u>. For details, please refer to Enrolment Method (P. 2).

#### A. Eligibility and Notes to Applicants:

- 1. To foster a sense of belonging to districts among the public, residents or students of the organising district may enrol in the capacity of "Local resident or local student" ("Local Status") for District Age Group Competitions so as to enjoy priority in balloting. Applicants using "Local Status" for enrolment are required to sign a declaration. Residents or students of Sai Kung District who participate in the capacity of "Local Status" will be accorded priority in balloting. Local resident or local student' refers to people residing in the boundary of this District as defined in the Electoral Boundary Maps of District Council Election from the website of Electoral Affairs Commission (http://www.eac.gov.hk/en/distco/2015dc\_elect\_map.htm); or students studying in government/ aided/ private secondary schools, primary schools, special schools or kindergartens in the school list of this district from the website of the Education Bureau (http://www.edb.gov.hk/tc/student-parents/sch-info/sch-search/schlist-by-district/index.html). Student hostels and athlete hostels cannot be regarded as the place of residence.
- 2. The entitlement to priority in balloting can apply only once for the same type of sports competition. <u>Applicants may enrol in the capacity of "Local Status" once for the same type of sports competition in one district within the same financial year (i.e. 1 April 2018 to 31 March 2019). Successful applicants and those put on the waiting list will be regarded as having enjoyed their priority entitlement.</u>
- 3. Those who are regarded as having enjoyed their priority entitlement cannot enrol in the capacity of "Local Status" again in the same type of sports competition in other districts within the same financial year. However, they may still enrol in the capacity of "Non-local resident or non-local student" ("Non-local Status").
- 4. For doubles events, if <u>both players of a team apply</u> by using the "Local Status", their application will be given <u>first priority</u> in balloting. If <u>only one player of a team applies</u> by using the "Local Status", their application will be given <u>second priority</u> in balloting.

- 5. If a participant is found using the "Local Status" for enrolment repeatedly within the same financial year and is admitted as a successful applicant or put on the waiting list, he/she will be disqualified and all the results he/she attained in the capacity of "Local Status" within that financial year in the same type of sports competition will be cancelled. All enrolment fees will not be refunded. Team results attained in double events will also be cancelled.
- 6. Upon payment of fees, the applicant enrolling in the capacity of 'Local Status' is required to produce a valid residence or schooling proof or its copy bearing his/ her name for verification by this department. If the applicant fails to produce the valid proof or its copy, the enrolment by using the 'Local Status' will be immediately cancelled. Furthermore, the LCSD has the right to require any applicant at any time (including on the event day(s)) to produce the original of the proof for verification, and the participant shall raise no objection to it. If the applicant fails to produce the original of the proof, the LCSD has the right to cancel his/her status as the successful applicant/the applicant on the waiting list, and reject the application. One's competition result(s) and award(s) attained in all other districts of the same sport will even be forfeited.

#### (a) Residence Proofs

- i. Statement (such as demand note for rates, electricity bill, water charges bill, monthly bank statement or telephone bill) issued by public utilities, commercial organisations or banks in the last three months;
- ii. Declaration of residence issued by the Home Affairs Department;
- iii. Mortgage statement, tenancy agreement; or
- iv. Student handbook (any student who cannot produce his/her handbook may produce any of the documents stated in items (i) to (iii) bearing the name(s) of his/her parent(s) together with his/her birth certificate). (Note: Student hostels and athlete hostels cannot be regarded as the place of residence.)

#### (b) Schooling Proofs

Valid student handbook or student card.

- 7. Each applicant may enrol in a <u>maximum of one singles event and one doubles event</u> and pay the enrolment fee once. To facilitate the ballot arrangement, the applicant should submit separate enrolment forms for singles and doubles events with declarations.
- 8. Each applicant should submit only one enrolment form for Singles and Doubles Event. In case of multiple submissions, all enrolment forms submitted by the applicant will not be entertained.
- 9. If a participant who has enrolled in singles event wishes to enrol in doubles event as well; or a participant who has enrolled in doubles event wishes to enrol in singles event as well, he/she should submit a fresh enrolment form and declaration by producing his/her identity documents and other related document(s), together with the receipt of the enrolled event for fee exemption during the new enrolment.
- 10. Information provided in the enrolment form should be true and correct and be completed in full. Once the enrolment form is submitted, any change of entered information including its local status/non-local status, the events and particulars of the applicants is not allowed before the completion of the "Sai Kung District Age Group Tennis Competition 2018". (Applicants may only change the contact telephone number and correspondence address.)
- 11. Applicant providing false information will be disqualified. His/her results attained will be cancelled. Enrolment fee will not be refunded.
- 12. For easy communication, the applicant should notify the organising district immediately in writing of any change of his/her correspondence address.
- 13. Applicant aged below 18 should provide a declaration signed by his/her parent or guardian before taking part in the competition.
- 14. The Organiser reserves the right to forbid any participant from taking part in the competitions.
- **B.** Enrolment Fee
- : \$20 per person, \$40 per team for double event (pay once if already enrol in single event) (those aged below 15 or 60 or above, full-time students and persons with disabilities can enjoy a 50% off concessionary rate upon production of valid identity document(s) during payment). Each applicant should pay the fee according to his/ her age on the first day (1 December 2018) of the competition.

#### C. Enrolment Method

- : 1. Admission by ballot.
  - Applicants should submit the enrolment form with declaration to the District Leisure Services Office (DLSO) or sports centres of Sai Kung District between 10 and 16 September 2018; or submit enrolment form through Internet. (http://www.lcsd.gov.hk/en/programmes/programmeslist/districtsports/searchrsprog.php) or Leisure Link Self-service Kiosk.
  - 3. If the enrolment form is submitted by post, please return the completed form together with the "Declaration" to DLSO of Sai Kung District (Address: 9/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O.) on or before 16 September 2018 (the date of receipt of the enrolment form by the above office is regarded as receipt date) with "Sai Kung District Age Group Tennis Competition" written on the envelope (Please send out the enrolment form early for joining the ballot to avoid the postal delay.). Please make sure that all mail items bear sufficient postage. This Department will not accept any underpaid mail items and such items will be handled by the Hongkong Post. For calculation of postage, please refer to the Hongkong Post's website (http://www.hongkongpost.hk/en/postage\_calculator/index.html).
  - 4. If the enrolment form is submitted through Internet or Leisure Link Self-service Kiosk, please provide your personal particulars including Division, Event and Gender clearly and complete the "Declaration" to declare whether your enrolment is in the capacity of 'Local resident or local student'.

	Date for Submission of Enrolment Form	Balloting Date (Announce)	Date for Payment by Successful Applicants	by Waiting List Applicar places are available after	Payment nts (applicable only when the deadline for payment d applicants)	Open Enrolment for Remaining Places		
			**	"Local Status"	"Non-local Status"			
Date	From 10 to 16 Sept 2018	9 Oct 2018 (16 Oct 2018)	From 23 to 29 Oct 2018	From 31 Oct to 5 Nov 2018	From 2 to 5 Nov 2018	From 7 to 9 Nov 2018		
Remarks	Accept enrolment forms submitted either in the capacity of "Local Status" or "Non-local Status".	Applicants enrolling in the capacity of "Local Status" will enjoy priority in balloting.	Applicants enrolling in the capacity of "Local Status" should produce a valid residence or schooling proofs or its copy for verification.  Applicants who tak receipts for both eve	The waiting list is drawn on Places will be allocated on a basis.  Singles Events: Applicants enrolling in the capacity of "Local Status" will enjoy priority in filling the places and should make payment on a first-come-first-served basis starting from 31 Oct 2018.  Doubles Events: All applicants as a team enrolling in the capacity of "Local Status" will enjoy First Priority in filling the places and should make payment on a first-come-first-served basis starting from 31 Oct 2018.  One of the applicants of a team enrolling in the capacity of "Local Status" will enjoy First Priority in filling the places and should make payment on a first-come-first-served basis starting from 1 Nov 2018.  The waiting list is drawn on a first-come-first-served basis starting from 1 Nov 2018.  The waiting list is drawn on a first-come-first-served basis starting from 1 Nov 2018.	Unfilled places, if any, will be filled by applicants enrolling in the capacity of "Non-local Status". They should make payment starting from 2 Nov 2018. The process will complete once all places are filled.	e payment together. <u>If any</u>		
			team fails to make the payment within the specified dates or only one team member has made the payment, will be regarded as waiving their right of being successful applicants or applicants on the waiting list. The enrolment fee will not be refunded and their places will be allocated to other applicants/teams. If these team members wish to form a new team and enrol during open enrolment, all team members MUST pay again. (EXCEPT those members who had already enrolled in singles events, please produce the receipt of the enrolled event for fee exemption for the doubles event).					

#### D. Places and Time for Submission of Enrolment Form:

	Sai Kung District Leisure Services Office	Designated Recreation and Sports Venues in Sai Kung District Tseung Kwan O Sports Centre, Tsui Lam Sports Centre, Po Lam Sports Centre, Hang Hau Sports Centre, Tiu Keng Leng Sports Centre, Hong Kong Velodrome, Po Tsui Park, Sai Kung Tennis & Squash Court
Monday to Friday	8:30 am to 6:15 pm	
Saturday, Sunday and Public Holidays	Close	7 am to 11 pm

- E. Date and Venue for Balloting
- : An open ballot for successful applicants and waiting list applicants will be held at 11am on 9 October 2018 (Tuesday) at Sai Kung District Leisure Services Office. Members of the public are welcome to attend.
- F. Arrangements for Successful /Waiting List **Applicants**
- If any division is over-subscribed, the DLSO will decide the successful applicants by ballot. The number of the successful applicants drawn should be equivalent to the quota of the division. Other applicants equivalent to onethird of the quota of the division (or 30 at most, whichever is the less) will also be drawn and included into a waiting list.
- Both the successful and waiting list applicants will be notified in writing after the ballot. Please note that unsuccessful applicants will not be informed separately. The DLSO should not be responsible for the postage delay due to the incorrect or incomplete correspondence address provided by the applicant.
- G. Date of Announcement : The list of successful applicants and the waiting list applicants will be posted on the notice boards of the DLSO and sports centres of Sai Kung District on 16 October 2018 (Tuesday). The balloting result will also be posted on the LCSD website within 5 working days from the "Balloting Date".

#### H. Payment Document

- : Successful applicants and waiting list applicants should make payment with the following Documents.
  - (1) Notification letter:
  - (2) Original or copy of identification document (Those qualified for the concessionary rate are required to produce valid document);

#### Hong Kong residents

- 1. HKID Cards
- Birth Certificate/ Document of Identity for Visa Purposes/ HKSAR Re-entry Permit / One-way Permit (only for children aged below 11)

#### Non-Hong Kong residents

Valid travel documents (e.g. passports and Exit-entry Permit for Travelling to and from Hong Kong and Macao)

(3) Valid residence or schooling proof or its copy bearing the applicant's name (Only applicable to the applicants enrolling in the capacity of "Local Status"). Please refer to 6(a) and (b) of Section A 'Eligibility and Notes to Applicants' for details. If applicant fails to produce the valid residence or schooling proof or its copy bearing the applicant's name for verification, the LCSD has the right to cancel his/her successful applicant/ waiting list applicant status.)

#### I. Payment Method

- : 1. Successful applicants and waiting list applicants should make reference to Section C 'Enrolment Method' and this Section 'Payment Method' listed below together with the above documents upon payment of fee.
  - Successful applicants who do not complete the payment procedure within the payment period will be deemed to
    have abandoned their participation right. Unfilled places, if any, will be filled by waiting list applicants.
    Applicants enrolling in the capacity of 'Local Status' will enjoy priority.

#### (a) Payment in person or by the representative

- Applicants enrolling in the capacity of "Local Status" should produce Document (1), (2) and (3) mentioned in Section H and make payment at DLSO or recreation and sports venues with Leisure Link Services (except Leisure Link Self-service Kiosk) in District within the specified time and dates for verification of "Local Resident or Local Student" by the LCSD staff.
- Applicants enrolling in the capacity of "Non-local Status" should produce Document (1) and (2)
  mentioned in Section H and make payment at all DLSOs or recreation and sports venues with Leisure Link
  Services in all Districts within the specified dates.
- Places and Time for Payment:

	Sai Kung Leisure Ser		Recreation and sports venues with Leisure Link services in Sai Kung Districts Tseung Kwan O Sports Centre, Tsui Lam Sports Centre, Po Lam Sports Centre, Hang Hau Sports Centre, Tiu Keng Leng Sports Centre, Hong Kong Velodrome, Po Tsui Park, Sai Kung Tennis & Squash Court (except Leisure Link Self-service Kiosk)		
Applicants enrolling in the capacity of 'Local resident or Local student'	Monday to Friday	8:30 am to 4:30 pm			
Botal resident of Escal student	Saturday, Sunday and Public Holidays Close		8:30 am to 10 pm		
	All D	LSOs	Recreation and sports venues with Leisure Link services in all Districts	Leisure Link Self-service Kiosk	
Applicants enrolling in the capacity of 'Non-local resident or non-local	Monday to Friday	8:30 am to 4:30 pm			
student'	Saturday, Sunday and Public Holidays	Close	8:30 am to 10 pm	8:30 am to 11 pm	

#### (b) Payment by Post (For Successful Applicants Only)

- Successful applicants enrolling in the capacity of "Local Status" should send the Notification Letter and the copies of Document (2) and (3) mentioned in Section H, together with a crossed cheque (Post-dated cheque is not accepted) payable to 'The Government of the Hong Kong Special Administrative Region' and a stamped return envelope by post to the Sai Kung District Leisure Services Office (Address: 9/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O.) before 29 October 2018 (the date of receipt of the cheque by above office is regarded as payment date).
- Successful applicants enrolling in the capacity of "Non-Local Status" should send the Notification Letter and the copy of Document (2) mentioned in Section H, together with a crossed cheque (Post-dated cheque is not accepted) payable to 'The Government of the Hong Kong Special Administrative Region' and a stamped return envelope by post to the Sai Kung District Leisure Services Office (Address: 9/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O.) before 29 October 2018 (the date of receipt of the cheque by above office is regarded as payment date).
- Remark 1: Please ensure that all information on the cheque is accurate and the instructions stated in the Notification Letter are followed. Otherwise, the LCSD could not process your application and your status as successful applicants or applicants on the waiting list will be cancelled.
- Remark 2: Please send out the cheque early so that the application will not be disqualified due to postal delay.
- Remark 3: Please make sure that all mail items bear sufficient postage. This Department will not accept any underpaid mail items and such items will be handled by the Hongkong Post. For calculation of postage, please refer to the Hongkong Post's website (http://www.hongkongpost.hk/en/postage\_calculator/index.html).

#### J. Arrangements for Open : 1. Enrolment

- If there are remaining places after the deadline for payment by waiting list applicants, or if the competition is under-subscribed, the DLSO will arrange open enrolment on a first-come-first-served basis from 7 November (starting from 8:30am) to 9 November 2018 at all DLSOs or recreation and sports venues with Leisure Link Services. All are welcome to enrol and no priority will be given to applicants who enrol in the capacity of "Local Status" in such case.
- 2. Applicants shall submit a completed enrolment form and produce identification document or its copy upon payment, which can be made in person or by the representative.
- 3. To verify the information provided by the applicants instantly, the enrolment method through Leisure Link Internet Booking and Leisure Link Self-service Kiosk are not applicable in this enrolment stage.
- 4. If an applicant enrolled in doubles event wish to join singles event or vice versa, he/she should submit a separate completed enrolment form by producing the identification document or its copy and <u>bring the relevant receipt for</u> exemption of enrolment fee upon payment.

#### K. Fixture Draw

: The draw will be held at <a href="#">11am on 20 November 2018 (Tuesday)</a> at Sai Kung District Leisure Services Office (Address: 9/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O.). Members of the public are welcome to attend. Applicants will be notified of the competition schedule in writing. If they do not receive the competition schedule before the competition, they may visit the website (http://www.lcsd.gov.hk/en/programmes/programmeslist/districtsports/dag.php) or enquire the Sai Kung District Leisure Services Office for competition schedule on their own.

#### L. Format

- : 1. Single knock-out system will be adopted.
  - 2. In the preliminary rounds, a set of 6 games will be played. When the game reaches 5-all, the first player to reach 7 games with a 2-games lead will advance. When the game reaches 6-all, the final game will be decided by 7-point tie-break.
  - 3. In the semi-finals and finals, a set of 8 games will be played. When the game reaches 7-all, the first player to reach 9 games with a 2-game lead will advance. When the game reaches 8-all, the final game will be decided by 7-point tie-break. When the game reaches 40-all, the player who scores first shall win.

#### M. Regulations

- Unless otherwise specified in the prospectus, the competition will adopt the regulations approved by the Hong Kong Tennis Association.
  - 2. If only one participant shows up on the competition day, he/she will still be given the respective award.

#### N. Awards

: A trophy will be awarded to the champion, first, second and third runners-up of each division.

O. Marshal

- 1. Participants should pay attention to the announcements of the Organiser and report to the Organiser and take part in the competitions on time. Otherwise they will be deemed to have forfeited the right to compete.
- 2. Participants shall report to the competition venue 15 minutes before the scheduled competition and take part in all their matches. Those who fail to show up 5 minutes after the judges' roll call will be deemed to have abandoned their participation right. Their results and awards attained in that competition will be cancelled and enrolment fee will not be refunded. No appeal will be accepted.
- 3. Participant should bring along his/her original identification document as below;

#### **Hong Kong residents**

- 1. Original copy of HKID cards
- 2. For children aged between 11 and 14 : HKID cards (original/copy)
- 3. For children below aged 11

: HKID cards/Birth Certificate / Document of Identity for Visa Purposes / HKSAR Re-entry Permit / One-way Permit (original/copy). If the identity documents used are without a photograph, they will be required to present, for verification, the original of a valid photograph-bearing student card/student handbook.

#### **Non-Hong Kong residents**

Original copy of valid travel document used at the time of enrollment.(e.g. Passport, Exit-entry Permit for Travelling to and from Hong Kong and Macao)

If the participant fails to produce the above identification document or the personal particulars shown on the identification document are inconsistent with those on the enrolment form, he/she will not be allowed to take part in the competition and will be deemed to have forfeited the right to compete. His/her enrolment fee will not be refunded and no appeal will be accepted.

(Remark: The Student Registration Card of Hong Kong School Sports Federation and the player card of the national sports associations or sport organisations are not accepted.)

- 4. Participant should bring along the valid residence or schooling proof to attend the competition on the event day(s) for verification by LCSD (for those enrolling in the capacity of "Local Status" only). Where the Organiser is in doubt of the identity of any applicant/ participant, it has the right to request the participant to produce his/her identification document and valid residence or schooling proofs at any time (including event day(s). If any discrepancies are found, the participant will not be allowed to take part in the competition and all his/her results attained will be cancelled. He/she will not be allowed to take part in all remaining competitions.
- P. Judges
- : Judges of all matches will be served by Qualified referees. All participants should abide by their decisions.
- Q. Appeal
- : No appeal will be accepted. The judges' decision on the competition results shall be final.

## R. Inclement Weather Arrangement

: Should Pre-No.8 special announcement (an advance notice to the public issued by the Observatory when the tropical cyclone warning signal No. 8 is expected within two hours), tropical cyclone warning signal No. 8 or above or black rainstorm warning signal is in force 2 hours (3 hours for Island DLSO) before the reporting time for preliminary round of the competition, all games on that day will be cancelled. DLSO will notify the participants of the corresponding arrangement in due course.

Participants should pay attention the "Air Quality Health index (AQHI) also:

#### "High" health risk category (Air Quality Health Index (AQHI) of 7)

Activities will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **reduce** outdoor physical exertion, and to **reduce** the time of their stay outdoors, especially in areas with heavy traffic. Participants with existing heart or respiratory illnesses should also seek advice from a medical doctor before participating in sports activities and take more breaks during physical activities. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

#### "Very High" health risk category (Air Quality Health Index (AQHI) of 8-10)

Activities will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **reduce to the minimum** outdoor physical exertion, and to **reduce to the minimum** the time of their stay outdoors, especially in areas with heavy traffic. The general public is advised to **reduce** outdoor physical exertion, and to **reduce** the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

#### "Serious" health risk category (Air Quality Health Index (AQHI) Exceeding 10)

Activities will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **avoid** outdoor physical exertion, and to **avoid** staying outdoors, especially in areas with heavy traffic. The general public is advised to **reduce to the minimum** outdoor physical exertion, and to **reduce to the minimum** the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

#### S. Points to Note

- : 1. Participants shall observe all the regulations prescribed by the Organiser and the sports centre.
  - 2. You are encouraged to photocopy the prospectus and enrolment forms if necessary.
  - 3. Participants should bring their own rackets while the Organiser will provide tennis balls.
  - 4. Participants should wear sportswear and non-marking sports shoes during the competition.
  - 5. Absentees will be deemed to have abandoned their participation right. No refund will be made.
  - 6. If a participant who has taken part in one of the matches is unable to take part in the remaining matches for weather or other reasons, no refund will be made by the LCSD.
  - 7. If a participant fails to finish all matches, the Organiser will disqualify him/her from receiving an award.

#### T. Supplementary Regulations

- : 1. The schedule for each division and events on the event day(s) should follow the on-the-spot announcements.
  - 2. If any participant(s) is/are found to be impostors or having violated the rules or engaged in improper conduct that affects the competition results, the Organiser will have the right to order him/her/them to withdraw from the competition and his/her/their result(s) in the competition will be cancelled. Enrolment fee will not be refunded.
  - 3. The DLSO has the right to release the result of competition to the public.
  - 4. In addition to the rules and remarks stated in this prospectus, participants should also follow all the rules in the Notes to Participant attached.

#### U. Acceptance of Complaint

: Any persons who would like to lodge a complaint against the abuse use of the "Local Status" should provide his/her name, telephone number, correspondence address and the information of the person he/she complains against, including name, division and the organising district for investigation at least ten working days before the start of the event. Complaints received less than ten working days before the start of the event may be handled after the completion of the event.

#### V. The Hong Kong Games :

The results of this competition will be listed as recognised competition results for the district Tennis athlete selection for "The 7th Hong Kong Games - Tennis Competition". Details of the requirements will be announced by the 7th Hong Kong Games Organising Committee.

#### W. Enquiries

: Sai Kung District Leisure Services Office: 2791 3100

LCSD reserves the right to amend it at any time without giving any prior notice.

### Co-organised by the Leisure and Cultural Services Department and Sai Kung District Sports Association (Sponsored by Sai Kung District Council)

Sai Kung	District	Age	Group	<b>Tennis</b>	Competition	2018
	Enroln	nent	Form f	or Sing	les Event	

For Office Use					
☐ With priority	☐ No priority				
☐ Verified the reside	ence or schooling proof				
☐ Successful list					
☐ Waiting list					

Notes on Personal Particulars:

- (1) The information you have provided will only be used for the purposes of enrolment of recreation and sports activities including Hong Kong Games organised by the Leisure and Cultural Services Department, compilation of statistics, future contact purpose and opinion survey. Only those who are authorised by this Department will have access to such information for the aforesaid purpose.
  - (2) For correction of or access the personal data collected by means of this form, please contact the staff of the organising office.
  - (3) The applicant should fill in the following personal data in the enrolment form and the declaration. If you do not provide the required personal data, your application will not be entertained.

I. <u>Division &amp; Event</u> (Please tick "✓" the box □ as appropri	riate.	)
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I. <u>Div</u>	<u>ision &amp; E</u>	<u>vent</u> (Please	e tick "√" the box □ as appropriate. )	)					
					Men's			Women'	S
Event	Division	Age	Date of Birth	Division Code	Activity Code	Division to be entered "✓"	Division Code	Activity Code	Division to be entered "✓"
		55 or above	On or before 1 December 1963	MA	40512945		FA	40512954	
	Master	45 – 54	2 December 1963 - 1 December 1973	MB	40512946		FB	40512955	
		35 – 44	2 December 1973 - 1 December 1983	MC	40512947		FC	40512956	
S	A dult	25 – 34	2 December 1983 – 1 December 1993	MD	40512948		FD	40512957	
Singles	Adult	19 – 24	2 December 1993 - 1 December 1999	ME	40512949		FE	40512958	
ò		17 – 18	2 December 1999 – 1 December 2001	MF	40512950		FF	40512959	
	Youth	15 – 16	2 December 2001 - 1 December 2003	MG	40512951		FG	40512960	
	1 Outil	13 – 14	2 December 2003 – 1 December 2005	МН	40512952		FH	40512961	
		12 or below	On or after 2 December 2005	MI	40512953		FI	40512962	
Name:			licable item(s) adjacent to the * mark.) (Chinese)						
			t:	Leisure Li	lik Fatioli No. (	п аррпсавіе)		<del></del>	
□ Non		nts*: Valid	irth Certificate/ Document of Identity for Vi travel documents (e.g. Passport, Exit-entry F	_	ravelling to and fr	•	-		n aged below 11)
			MM / YYYY )		enrol in the ca	nacity of 'Local	resident'	you must con	nplete the above.)
Name o	of School	(Remark) :							
School	Address (	Remark) :				-			nplete the above.)
Contact	Telephor	ne No.(Day)	(Night)		•			-	ipiete tile above.)
			the course of the activity, please contact r the consent of the emergency contact						(Telephone No. nd contact number
Remark	parent or g	guardian in Sect	y in balloting is based on the residential adtion B of Part III (P.8). The applicant's 'Lofy the organising district in writing of any ch	cal Status'	or 'Non-local Stat	tus' shall not be c	hanged one	ee the enrolment	
			(There is no need to fill in the add	ress if fax	number has alre	eady been provi	ded.)		

Name: Name: \*Fax No / Correspondence Address: \*Fax No / Correspondence Address: \*Fax No / Correspondence Address: Sai Kung District Age Group Sai Kung District Age Group Sai Kung District Age Group Tennis Competition 2018 Tennis Competition 2018 Tennis Competition 2018

- III. Declaration
   Please tick "✓" the box as appropriate.
   Please delete non-applicable item(s) adjacent to the \* mark.

3.	Local resident or local student' refers to people residing in the boundary of this District as defined in the Electoral Boundary Maps of Distric
	Council Election from the website of Electoral Affairs Commission; or students studying in government/aided/private secondary schools, primary
	schools, special schools or kindergartens in the school list of this district from the website of the Education Bureau. Student hostels and athlete
	hostels cannot be regarded as the place of residence.

	strict from the website of the Education Bureau. Student hostels and athlete
A This declaration of Participation is to be completed by	e applicant (for an applicant aged 18 or above)
I (* the applicant / parent or guardian) hereby declare that: (Please tick the 1.   The applicant (Name of the applicant)	e parent / guardian (for an applicant aged below 18)  as appropriate) is either residing or studying in Sai Kung District, and is going to enrol in nt" ("Local Status"). (Applicant should complete the declaration in Part B)
"Local Status" in the same type of sports competition in other dis	icant) was admitted as a successful applicant or put on the waiting list using stricts within this financial year, or due to other reasons, the applicant is going at or non-local student" ("Non-local Status") even though he/she is residing or
☐ The applicant (Name of the applicant) is	s not residing or studying in Sai Kung District.
	t form is true and correct and I/applicant am/is eligible for the competition tif false information is provided, I/applicant will be immediately disqualified
3. I/Applicant declare(s) that I/applicant have/has studied the prospectus	and agree the related terms and conditions.
4. I/Applicant declare(s) that I/applicant agree to comply with all the rule	s set by the Organiser and abide by the decisions of the referee(s).
	fit to participate in this competition. The Leisure and Cultural Services plicant may sustain in the competition due to my/his/her own negligence, ill
will not be refunded.	er result(s) and award(s) in the competition will be cancelled. Enrolment fee
Applicant aged 18 or above, should sign this column	For applicant aged below 18, this column should be completed by his/her parent / guardian.
Signature of the Applicant :	Signature of the Parent/Guardian:
Date :	Name of the Parent/Guardian :
	Date :
B. Declaration for Applicant/ Parent/ Guardian enrolling in the capaci	· · ·
<ol> <li>I/applicant am/is now applying in the capacity of a 'Local resident of balloted as candidate or one on the waiting list of the candidate in any in other districts in the period from 1 Apr 2018 to 31 Mar 2019. O I/applicant have/has attained in any events of the same sport in the sar The Leisure and Cultural Services Department shall not be liable for this application form. Any false declaration made by me/applicant/par</li> <li>Upon payment of fees, I/applicant enrolling in the capacity of ''Loca copy bearing my/his/her name for verification by your department. using the 'Local Status' will be immediately cancelled. Furthermore, the event day(s))to produce the original of the proof for verification and she proof, the LCSD has the right to cancel my/one's status as the succe One's competition result(s) and award(s) attained in all other districts of</li> </ol>	I Status' is required to produce a valid residence or schooling proof or its If I/applicant fails to produce the valid proof or its copy, the enrolment by the LCSD has the right to require me/applicant at any time (including on the hall raise no objection to it. If I/applicant fail(s) to produce the original of the ssful applicant/ the applicant on the waiting list, and reject the application. Of the same sport will even be forfeited.
Particulars of Applicant) and this declaration made by the appl	idential address/school name and address provided in Part III (Personal icant/ parent or guardian. The applicant's 'Local Status' or 'Non-local Status' ne applicant should notify the organising district in writing of any change of
Applicant aged 18 or above should sign this column	For applicant aged below 18, this column should be completed by his/her parent / guardian
Name of the Applicant :	Name of the Applicant :
Signature of the Applicant :	Signature of the Parent/ Guardian :
Date :	Name of the Parent/Guardian : Date :

### Co-organised by the Leisure and Cultural Services Department and Sai Kung District Sports Association (Sponsored by Sai Kung District Council)

#### Sai Kung District Age Group Tennis Competition 2018 <u>Enrolment Form for Doubles Events</u>

For Office Use					
☐ First priority ☐ Second priority ☐ No priority					
Verified the residence or schooling proof					
1 <sup>st</sup> Player					
2 <sup>nd</sup> Player					
☐ Successful list					
☐ Waiting list					

Sai Kung District Age Group

Tennis Competition 2018

Notes on Personal Particulars:

- (1) The information you have provided will only be used for the purposes of enrolment of recreation and sports activities including Hong Kong Games organised by the Leisure and Cultural Services Department, compilation of statistics, future contact purpose and opinion survey. Only those who are authorised by this Department will have access to such information for the aforesaid purpose.
  - 2) For correction of or access the personal data collected by means of this form, please contact the staff of the organising office.
- (3) The applicant should fill in the following personal data in the enrolment form and the declaration. If you do not provide the required personal data, your application will not be entertained.

			not be entertained.					-		•
. <u>Divi</u>	sion & E	vent (Please	tick "✓" the box □	as appropriate. Ea	ach team can	enrol in only o Men's	ne doubles ev	ent)	Women's	
Event	Division	Age	Date of	Birth	Division Code	Activity Code	Division to be entered "✓"	Division Code	Activity Code	Division to be entered "✓"
I	Master	35 or above	On or before 1 D	ecember 1983	MJ	40512963		FJ	40512966	
Doubles	Adult	19 – 34	2 December 1983 -	1 December 1999	MK	40512964		FK	40512967	
es	Youth	18 or below	On or after 2 Do	ecember 1999	ML	40512965		FL	40512968	
Mixed	Double		Open		MFX	40512969				
lease o	btain the		Second Team Memb	lish and delete the	non-applicab	le item(s) adjace			Please use BLO	CK LETTERS
Name: _Chinese No./Typ I HK 1 I Non-	e Code (if be of Identesidents*	applicable): _ tity Document : 1. HKII hts* : Valie	(Chinese)  i: D card 2. Birth Certid travel documents (e.g. Pa	ficate/ Document of Ide assport, Exit-entry Perm	entity for Visa P	urposes / HKSAR R	applicable): _ te-entry Permit / C Kong and Macao)	One-way Permi	t.(only for children	
			:		(If you en	rol in the capaci	ity of 'Local re	esident', yo	u must comple	te the above.)
Name o	f School (	Remark 1)	:							
School	Address (F	Remark 1)	:			rol in the capaci				
Contact f I enco	Telephon ounter any	e No.(Day)	n the course of the ac	(Night)tivity, please cont	act (Remark 2)	(Mobile) (Name of Cor	ntact Person)	at	(Telephor	ne No.)
Second	Team M	ember_								
No./Typ HK n  Non-  Note of	oe of Ideni esidents* HK resider Birth	: 1. HKII	D card 2. Birth Certid travel documents (e.g. Pa	ficate/ Document of Ide assport, Exit-entry Perm	entity for Visa P	g to and from Hong l	applicable): _ e-entry Permit / C Kong and Macao)	One-way Permi		
Residen	tial Addre	ess (Remark 1)	:						, ,	
Name o	f School (	Remark 1)	:			rol in the capaci				
School	Address (F	Remark 1)	:			rol in the capaci				
					(If you en	rol in the capaci	ty of 'Local re	esident', yo	u must comple	te the above.)
Contact f I enco	Telephon ounter any	e No.(Day) emergency in	the course of the ac	(Night) tivity, please cont	act (Remark 2)	(Mobile) (Name of Cor				ne No.)
	guardian submitte	and the Declard. The applican	rity in balloting is base ration made in Part II it should notify the orga r the consent of the emo	of (B). The applications of the applications o	ant's 'Local S y change of hi	Status' or 'Non-lo s/her corresponde	ocal Status' sha nce address for	ll not be cha communicat	nged once the e ion purpose.	nrolment form is
			(There is no n	eed to fill in the ac	ddress if fax	number has alre	eady been pro	vided.)		
Name:				Name:			Name:			
*	Fax No /	Corresponden	ice Address:	*Fax No / C	Corresponder	nce Address:	*F	ax No / Co	rrespondence A	Address:

Sai Kung District Age Group

Tennis Competition 2018

Sai Kung District Age Group

Tennis Competition 2018

- III. Declaration
   Please tick "✓" the box as appropriate.
   Please delete non-applicable item(s) adjacent to the \* mark.
- Local resident or local student' refers to people residing in the boundary of this District as defined in the Electoral Boundary Maps of District Council Election from the website of Electoral Affairs Commission; or students studying in government/aided/private secondary schools, primary schools, special schools or kindergartens in the school list of this district from the website of the Education Bureau. Student hostels and athlete hostels cannot be regarded as the place of residence.

A. This declaration of Participation is to be completed by  □ the applicant for an applicant aged 18 or above) □ the parent / guardian (for an applicant aged below 18)			
(For Doubles Events) It is hereby declare that: (Please tick the $\square$ as appr	opriate)		
1. The team comprises (Name of the first team of the first	<b>District</b> and are going to enrol in this competition in the capacity of "Local		
	s or put on the waiting list using "Local Status" in the same type of sports other reasons, they are going to enrol in this competition in the capacity of even though they are residing or studying in <b>Sai Kung District</b> .		
Only (Name of team member) is resid in the capacity of "Local Status". The other team member is (Applicant enrolling in "Local status" should complete the decl	ing or studying in <b>Sai Kung District</b> and is going to enrol in this competition is going to enrol in this competition in the capacity of "Non-local Status". laration in Part B)		
	s residing or studying in <b>Sai Kung District</b> , since he/she was admitted as a ss" in the same type of sports competition in other districts within this financial arol in this competition in the capacity of "Non-local Status".		
☐ Both team members are not residing or studying in Sai Kung Di	istrict.		
	at form is true and correct and I/Applicant am/is eligible for the competition at if false information is provided, I/Applicant will be immediately disqualified		
3. I/Applicant declare(s) that I/Applicant have/has studied the prospectus	and agree the related terms and conditions.		
4. I/Applicant declare(s) that I/applicant agree to comply with all the rule	es set by the Organiser and abide by the decisions of the referee(s).		
	y fit to participate in this competition. The Leisure and Cultural Services oplicant may sustain in the competition due to my/his/her own negligence, ill		
<ol><li>If I/Applicant am/is found to be impostor in the competition, my/his/ will not be refunded.</li></ol>	her result(s) and award(s) in the competition will be cancelled. Enrolment fee		
Applicant aged 18 or above, should sign this column	For applicant aged below 18, this column should be completed by his/her parent / guardian.		
First Team Member	Name of Applicant :		
Name of Applicant :	Name of Parent/Guardian :		
Signature of the Applicant :	Signature of the Parent/Guardian:		
Date	Date :		
Second Team Member			
	Name of Applicant :		
Name of Applicant :	Name of Parent/Guardian :		
Signature of the Applicant :	Signature of the Parent/Guardian:		
Date :	Date :		
	•		

#### B. Declaration for Applicant/ Parent/ Guardian enrolling in the capacity of 'Local resident or local student'.

- . I hereby declare that I/applicant have/has studied the prospectus of this event and agree to comply with the stipulated rules and regulations and I/applicant am/is now applying in the capacity of a 'Local resident or local student'. I confirm that I/applicant have/has not been successfully balloted as candidate or one on the waiting list of the candidate in any event of the same sport in the capacity of a 'Local resident or local student' in other districts in the period **from 1 Apr 2018 to 31 Mar 2019**. Otherwise I/applicant will be disqualified and all the competition results that I/applicant have/has attained in any events of the same sport in the same period will be cancelled and the enrolment fee paid will not be refunded. The Leisure and Cultural Services Department shall not be liable for any loss due to my/ parent/ guardian's own negligence or any omissions in this application form. Any false declaration made by me/ applicant/ parents/ guardian would render the enrolment null.
- 2. Upon payment of fees, I/applicant enrolling in the capacity of "Local Status" is required to produce a valid residence or schooling proof or its copy bearing my/ his/ her name for verification by your department. If I/applicant fails to produce the valid proof or its copy, the enrolment by using the 'Local Status' will be immediately cancelled. Furthermore, the LCSD has the right to require me/applicant at any time (including on the event day(s))to produce the original of the proof for verification and shall raise no objection to it. If I/applicant fail(s) to produce the original of the proof, the LCSD has the right to cancel my/one's status as the successful applicant/ the applicant on the waiting list, and reject the application. One's competition result(s) and award(s) attained in all other districts of the same sport will even be forfeited.
- 3 I/applicant will bring along the valid residence or schooling proof to attend the competition on the event day(s) for verification by LCSD.

(Remark: The entitlement to priority in balloting is based on the residential address/school name and address provided in Part II (Personal Particulars of Applicant) and this declaration made by the applicant/ parent or guardian. The applicant's 'Local Status' or 'Non-local Status' shall not be changed once ther enrolment form is submitted. The applicant should notify the organising district in writing of any change of his/her correspondence address for communication purpose.)

Applicant aged 18 or above, should sign this column		For applicant aged below 18,	
		this column should be completed by his/her parent / guardian.	
First Team Member			
		Name of Applicant	:
Name of Applicant	:	Name of Parent/Guardian	;
Signature of the Applicant	:	Signature of the Parent/Guardian	:
Date	:	Date	:
Second Team Member			
Second Team Member		Name of Applicant	:
Name of Applicant	:	Name of Parent/Guardian	:
Signature of the Applicant	:	Signature of the Parent/Guardian	:
Date	:	Date	: