

Co-organised by
the Leisure and Cultural Services Department and
Mongkok District Cultural Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Adult)
Prospectus

- ✎ **Purpose** : To provide members of the community in different age groups with an opportunity to participate in table tennis competitions, so as to sustain their interest in table tennis, enable them to pit their skills against other players and keep fit.
- ✎ **Date** : 15 and 22 July 2018 (Sunday)
- ✎ **Time** : 9am to 7 pm
- ✎ **Venue** : Tai Kok Tsui Sports Centre (Address: 7/F, Tai Kok Tsui Municipal Services Building, 63 Fuk Tsun Street, Tai Kok Tsui, Kowloon)

✎ **Division, Event and Quota:**

Event	Division	Age	Date of Birth (According to the first day <u>15 July 2018</u> of the competition)	Men's				Women's			
				Division Code	Activity Code	Successful Applicant	*Waiting List Applicant	Division Code	Activity Code	Successful Applicant	*Waiting List Applicant
Singles	Master	55 or above	On or before 15 July 1963	MA	4049 8673	32	10	FA	4049 8678	24	8
		45 - 54	16 July 1963 – 15 July 1973	MB	4049 8674	64	21	FB	4049 8679	24	8
		35 - 44	16 July 1973 – 15 July 1983	MC	4049 8675	32	10	FC	4049 8680	16	5
	Adult	25 - 34	16 July 1983 - 15 July 1993	MD	4049 8676	32	10	FD	4049 8681	16	5
		19 - 24	16 July 1993 – 15 July 1999	ME	4049 8677	32	10	FE	4049 8682	16	5

- 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 (15 July 2018) 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 Organizer 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 applicants on the waiting list on first-come-first-served basis. For details, please refer to Enrolment Method (P. 3).

A. Eligibility and Notes to Applicants:

- 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 Yau Tsim Mong 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.
- The entitlement to priority in balloting can apply only once for the same type of sports competition. 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.
- 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. 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.
 5. 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.
 6. Each applicant may enrol in a maximum of one singles event and one doubles event 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.
 7. 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.
 8. 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.
 9. 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 “Yau Tsim Mong District Age Group Table Tennis Competition 2018” from 15 July 2018 to 2 September 2018. (Applicants may only change the contact telephone number, correspondence address and occupation.)
 10. Applicant providing false information will be disqualified. His/her results attained will be cancelled. Enrolment fee will not be refunded.
 11. For easy communication, the applicant should notify the organising district immediately in writing of any change of his/her correspondence address.
 12. The Organizer reserves the right to forbid any participant from taking part in the competitions.
- B. Enrolment Fee** : \$20 per person (pay once if already enrol in single event) (those aged 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 15 July 2018 of the competition.

C. Enrolment Method

- : 1. Admission by ballot.
2. Applicants should submit the enrolment form with declaration to the District Leisure Services Office (DLSO) (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) or sports centres of Yau Tsim Mong District between 8 May 2018 and 15 May 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 Yau Tsim Mong District (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) on or before 15 May 2018 (the date of receipt of the enrolment form by the above office is regarded as receipt date) with “Yau Tsim Mong District Age Group Table Tennis Competition 2018” written on the envelope (Please send out the enrolment form early for joining the ballot to avoid the postal delay.).
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	Date for Payment and Procedures			Open Enrolment for Remaining Places
			Date for Payment by Successful Applicants	Date for Payment by Waiting List Applicants (applicable only when places are available after the deadline for payment by successful applicants)		
				“Local Status”	“Non-local Status”	
Date	From 8 May to 15 May 2018	24 May 2018	From 30 May to 5 June 2018	From 8 June to 12 June 2018	From 11 June to 12 June 2018	From 14 June to 19 June 2018
Remarks	Accept enrolment forms submitted <i>either</i> in the capacity of “Local Status” <i>or</i> “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.	The waiting list is drawn on the “Balloting Date”. Places will be allocated on a first-come-first-served basis.		If there are still places remaining after the deadline for payment by waiting list applicants, or if the competition is under-subscribed, the remaining places will be open for public enrolment on a first-come-first-served basis. No priority will be given to applicants who enrol in the capacity of “Local Status”.
				Singles Events: Applicants <u>enrolling in the capacity of “Local Status”</u> will enjoy priority in filling the places and should make payment on a first-come-first-served basis starting from 8 June 2018.	Unfilled places, if any, will be filled by <u>applicants enrolling in the capacity of “Non-local Status”</u> . They should make payment starting from 11 June 2018. The process will complete once all places are filled.	
			Applicants take part in both singles and doubles events, they have to pay the enrolment fee once, please produce the receipt of the enrolled event for fee exemption during the new enrolment.			

D. Places and Time for Submission of Enrolment Form:

	Yau Tsim Mong_DLSO	Sports Centres in Yau Tsim Mong District
Monday to Friday	8:30 am to 6:15 pm	7 am to 11 pm
Saturday, Sunday and Public Holidays	Close	

- E. Date and Venue for Balloting** : An open ballot for successful applicants and waiting list applicants will be held at 10 am on 24 May 2018 at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). Members of the public are welcome to attend.
- F. Arrangements for Successful /Waiting List Applicants** : 1. 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 one-third of the quota of the division (or 30 at most, whichever is the less) will also be drawn and included into a waiting list.
2. 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 Yau Tsim Mong District on 30 May 2018 (Wednesday). 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
HKID Cards

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 5(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.**
2. 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 Yau Tsim Mong 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:

	Yau Tsim Mong DLSO		Recreation and sports venues with Leisure Link services in Yau Tsim Mong Districts (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	8:30 am to 10 pm
	Saturday, Sunday and Public Holidays	Close	

	All DLSOs		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 student ’	Monday to Friday	8:30 am to 4:30 pm	8:30 am to 10 pm	8:30 am to 11 pm
	Saturday, Sunday and Public Holidays	Close		

(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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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.

- J. Arrangements for Open Enrolment** :
1. 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 14 June 2018 (starting from 8:30am) to 19 June 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 Telephone Booking, 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 bring the relevant receipt for exemption of enrolment fee upon payment.
- K. Fixture Draw** :
- The draw will be held at 10am on 27 June 2018 (Wednesday) at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). 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 Yau Tsim Mong DLSO for competition schedule on their own.
- L. Format** :
1. Single knock-out system will be adopted.
 2. Each game carries 11 points. The preliminary and second rounds will adopt ‘the best of five’ system while the final and third-place match will adopt ‘the best of seven’ system.
 3. No time-out will be arranged during a match.
- M. Regulations** :
1. Unless otherwise specified in the prospectus, the competition will adopt the regulations approved by the Hong Kong Table 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/medal 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 time 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

Original copy of HKID cards

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 before the reporting time for preliminary round of the competition, all games on that day will be cancelled. The competition will be postponed to 29 July 2018 in the same time at Tai Kok Tsui Sports Centre. DLSO will not further notify the participants of the corresponding arrangement.
- S. Points to Note :** Participants should bring their own rackets. The rubber covering of the racket should be approved by the International Table Tennis Federation. The racket should be red on one side and black on the other.
1. All balls used in the competition will be provided by the Organizer.
 2. Each participant should wear a short-sleeved polo shirt, a pair of shorts (main colour of the shirt and shorts shall not be white or near to white) and non-marking sports shoes. The length of shorts should not exceed the knee. Otherwise, the Organizer reserves the right to disqualify the participant(s).
 3. Absentees will be deemed to have abandoned their participation right. No refund will be made.
 4. If a participant who has taken part in one of the matches is unable to take part in the remaining matches for whether or other reasons, no refund will be made by the LCSD.
 5. If a participant fails to finish all matches, the Organizer will disqualify him/her from receiving any award.
 6. Participants shall observe all the regulations prescribed by the Organiser and the sports centre.
 7. You are encouraged to photocopy the prospectus and enrolment forms if necessary.

- 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 Organizer will have the right to order him/her 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 table-tennis athlete selection for “The 7th Hong Kong Games - Table-tennis Competition”. Details of the requirements will be announced by the 7th Hong Kong Games Organising Committee.
- W. Enquiries** : 2302 1762

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

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the Leisure and Cultural Services Department and
Mongkok District Cultural Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Adult)
Enrolment Form for Singles Event

For Office Use	
<input type="checkbox"/> With priority	<input type="checkbox"/> No priority
<input type="checkbox"/> Verified the residence or schooling proof	
<input type="checkbox"/> Successful list	
<input type="checkbox"/> 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 (including contact telephone no., address and occupation, etc....) collected by means of this form, please contact the staff of the organising office.
 - (3) The applicant should fill in the following personal data (except occupation as optional) in the enrolment form and the declaration. If you do not provide the required personal data, your application will not be entertained.

I. Division & Event (Please tick “✓” the box ☐ as appropriate.)

Event	Division	Age	Date of Birth (According to the first day 15 July 2018 of the competition)	Men's			Women's		
				Division Code	Activity Code	Division to be entered “✓”	Division Code	Activity Code	Division to be entered “✓”
Singles	Master	55 or above	On or before 15 July 1963	MA	4049 8673		FA	4049 8678	
		45 - 54	16 July 1963 – 15 July 1973	MB	4049 8674		FB	4049 8679	
		35 - 44	16 July 1973 – 15 July 1983	MC	4049 8675		FC	4049 8680	
	Adult	25 - 34	16 July 1983 - 15 July 1993	MD	4049 8676		FD	4049 8681	
		19 - 24	16 July 1993 – 15 July 1999	ME	4049 8677		FE	4049 8682	

II. Personal Particulars of Applicant:

(All information should be identical with the one shown on the identity document. Please use BLOCK LETTERS for English and delete the non-applicable item(s) adjacent to the * mark.)

Name: _____ (Chinese) _____ (English) _____

Chinese Code (if applicable): _____ Leisure Link Patron No. (if applicable): _____

No./Type of Identity Document: _____ ()

☐ HK residents*: 1. HKID card

☐ Non-HK residents*: Valid travel documents (e.g. Passport, Exit-entry Permit for Travelling to and from Hong Kong and Macao)

Date of Birth: ____/____/____ Age: _____ Gender: * M / F
 (DD / MM / YYYY)

Residential Address (Remark) : _____

(If you enrol in the capacity of ‘Local resident’, you must complete the above.)

Name of School (Remark 1) : _____

School Address (Remark 1) : _____

(If you enrol in the capacity of ‘Local student’, you must complete the above.)

Contact Telephone No.(Day) _____ (Night) _____ (Mobile) _____

If I encounter any emergency in the course of the activity, please contact _____ (Name of Contact Person) at _____ (Telephone No.).

(Please consider whether the consent of the emergency contact person should be obtained before providing his/her information and contact number.)

(Remark: The entitlement to priority in balloting is based on the residential address /school name and address provided above and the declaration made by the applicant/ parent or guardian in Section B of Part III (P.11). The applicant's ‘Local Status’ or ‘Non-local Status’ shall not be changed once the enrolment form is submitted. The applicant should notify the organising district in writing of any change of his/her correspondence address for communication purpose.)

(There is no need to fill in the address if fax number has already been provided.)

Name: _____ *Fax No / Correspondence Address: _____	Name: _____ *Fax No / Correspondence Address: _____	Name: _____ *Fax No / Correspondence Address: _____
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Adult)	Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Adult)	Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Adult)

III. Declaration

1. Please tick “✓” the box as appropriate.
2. 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 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

I hereby declare that: (Please tick the ☐ as appropriate)

1. ☐ I _____ (Name of the applicant) is either residing or studying in Yau Tsim Mong District, and is going to enrol in this competition in the capacity of “Local resident or local student” (“Local Status”). (Applicant should complete the declaration in Part B)
☐ I _____ (Name of the applicant) was admitted as a successful applicant or put on the waiting list using “Local Status” in the same type of sports competition in other districts within this financial year, or due to other reasons, the applicant is going to enrol in this competition in the capacity of “Non-local resident or non-local student” (“Non-local Status”) even though he/she is residing or studying in Yau Tsim Mong District.
☐ I _____ (Name of the applicant) is not residing or studying in Yau Tsim Mong District.
2. I declare that the information provided in the enrolment form is true and correct and I am eligible for the competition according to the rules set by the Organiser. I understand that if false information is provided, I will be immediately disqualified with all the results cancelled. Enrolment fee will not be refunded.
3. I declare that I have studied the prospectus and agree the related terms and conditions.
4. I declare that I agree to comply with all the rules set by the Organiser and abide by the decisions of the referee(s).
5. I declare that I am healthy and physically fit to participate in this competition. The Leisure and Cultural Services Department shall not be liable for any injuries or death which the applicant may sustain in the competition due to my/his/her own negligence, ill health or poor physical condition.
6. If I am found to be impostor in the competition, my result(s) and award(s) in the competition will be cancelled. Enrolment fee will not be refunded.

Applicant aged 18 or above, should sign this column

Signature of the Applicant : _____
Date : _____

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

1. I hereby declare that I have studied the prospectus of this event and agree to comply with the stipulated rules and regulations and I am now applying in the capacity of a 'Local resident or local student'. I confirm that I have 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 will be disqualified and all the competition results that I have 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 own negligence or any omissions in this application form. Any false declaration made by me would render the enrolment null.
2. Upon payment of fees, I enrolling in the capacity of ‘Local Status’ is required to produce a valid residence or schooling proof or its copy bearing my name for verification by your department. If I fail 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 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 fail to produce the original of the proof, the LCSD has the right to cancel my status as the successful applicant/ the applicant on the waiting list, and reject the application. One’s competition results and award(s) attained in all other districts of the same sport will even be forfeited.
3. I 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 the 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

Name of the Applicant : _____
Signature of the Applicant : _____
Date : _____

Co-organised by
the Leisure and Cultural Services Department and
Yaumatei and Tsimshatsim District Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Youth)
Prospectus

- ✚ Purpose : To provide members of the community in different age groups with an opportunity to participate in table tennis competitions, so as to sustain their interest in table tennis, enable them to pit their skills against other players and keep fit.
- ✚ Date : 12 and 19 August 2018 (Sunday)
- ✚ Time : 9am to 7 pm
- ✚ Venue : Kwun Chung Sports Centre (Address: 6/F, 17 Bowring Street, Jordon, Yau Ma Tei)
- ✚ Division, Event and Quota:

Event	Division	Age	Date of Birth (According to the first day 15 July 2018 of the competition)	Men's				Women's			
				Division Code	Activity Code	Quota		Division Code	Activity Code	Quota	
						Successful Applicant	*Waiting List Applicant			Successful Applicant	*Waiting List Applicant
Singles	Youth	16 – 18	16 July 1999 – 15 July 2002	MF	4049 8683	32	10	FF	4049 8688	24	8
		14 – 15	16 July 2002 – 15 July 2004	MG	4049 8684	48	16	FG	4049 8689	24	8
		12 – 13	16 July 2004 – 15 July 2006	MH	4049 8685	64	21	FH	4049 8690	32	10
		10 – 11	16 July 2006 – 15 July 2008	MI	4049 8686	48	16	FI	4049 8691	24	8
		9 or Below	On or after 16 July 2008	MJ	4049 8687	24	8	FJ	4049 8692	24	8

- Remarks: 6. Applicants should join the division according to their date of birth. Enrolment in higher division is not allowed.
7. If the competition is postponed for any reasons, the original commencement day of the competition (15 July 2018) will be taken to determine to which age group the participant belongs.
8. 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.
9. For better resource utilisation, the Organizer reserves the right to adjust the quota for each division with reference to the enrolment response. The applicants/participants should have no objection.
10. * If places are available after the 'Date for Payment by Successful Applicants', those places will be opened for applicants on the waiting list on first-come-first-served basis. For details, please refer to Enrolment Method (P. 3).

C. Eligibility and Notes to Applicants:

13. 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 Yau Tsim Mong 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.
14. The entitlement to priority in balloting can apply only once for the same type of sports competition. 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.
15. 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").
16. 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.

17. 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

- v. 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;
- vi. Declaration of residence issued by the Home Affairs Department;
- vii. Mortgage statement, tenancy agreement ; or
- viii. 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.

18. Each applicant may enrol in a maximum of one singles event and one doubles event 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.
19. 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.
20. 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.
21. 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 “Yau Tsim Mong District Age Group Table Tennis Competition 2018” from 15 July 2018 to 2 September 2018. (Applicants may only change the contact telephone number, correspondence address and occupation.)
22. Applicant providing false information will be disqualified. His/her results attained will be cancelled. Enrolment fee will not be refunded.
23. For easy communication, the applicant should notify the organising district immediately in writing of any change of his/her correspondence address.
24. Applicant aged below 18 should provide a declaration signed by his/her parent or guardian before taking part in the competition.
25. The Organizer reserves the right to forbid any participant from taking part in the competitions.

- D. Enrolment Fee** : \$20 per person, (pay once if already enrol in single event) (those aged below 15 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 15 July 2018 of the competition.

- F. Enrolment Method** : 5. Admission by ballot.
6. Applicants should submit the enrolment form with declaration to the District Leisure Services Office (DLSO) (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) or sports centres of Yau Tsim Mong District between **8 May 2018 and 15 May 2018**; or submit enrolment form through Internet. (<http://www.lcsd.gov.hk/en/programmes/programmeslist/districtsports/searchrsprog.php>) or Leisure Link Self-service Kiosk.
7. If the enrolment form is submitted by post, please return the completed form together with the “Declaration” to DLSO of Yau Tsim Mong District (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) on or before **15 May 2018** (the date of receipt of the enrolment form by the above office is regarded as receipt date) with “Yau Tsim Mong District Age Group Table Tennis Competition 2018” written on the envelope (Please send out the enrolment form early for joining the ballot to avoid the postal delay.).
8. 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	Date for Payment and Procedures			Open Enrolment for Remaining Places
			Date for Payment by Successful Applicants	Date for Payment by Waiting List Applicants (applicable only when places are available after the deadline for payment by successful applicants)		
				“Local Status”	“Non-local Status”	
Date	From 8 May to 15 May 2018	24 May 2018	From 30 May to 5 June 2018	From 8 June to 12 June 2018	From 11 June to 12 June 2018	From 14 June to 19 June 2018
Remarks	Accept enrolment forms submitted <i>either</i> in the capacity of “Local Status” <i>or</i> “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.	The waiting list is drawn on the “Balloting Date”. Places will be allocated on a first-come-first-served basis.		If there are still places remaining after the deadline for payment by waiting list applicants, or if the competition is under-subscribed, the remaining places will be open for public enrolment on a first-come-first-served basis. No priority will be given to applicants who enrol in the capacity of “Local Status”.
				Singles Events: Applicants <u>enrolling in the capacity of “Local Status”</u> will enjoy priority in filling the places and should make payment on a first-come-first-served basis starting from 8 June 2018.	Unfilled places, if any, will be filled by <u>applicants enrolling in the capacity of “Non-local Status”</u> . They should make payment starting from 11 June 2018. The process will complete once all places are filled.	
Applicants take part in both singles and doubles events, they only pay the enrolment fee once, please produce the receipt of the enrolled event for fee exemption for the doubles event during the new enrolment.						

D. Places and Time for Submission of Enrolment Form:

	Yau Tsim Mong DLSO	Sports Centres in Yau Tsim Mong District
Monday to Friday	8:30 am to 6:15 pm	7 am to 11 pm
Saturday, Sunday and Public Holidays	Close	

- E. Date and Venue for Balloting** : An open ballot for successful applicants and waiting list applicants will be held at 10 am on 24 May 2018 at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). Members of the public are welcome to attend.
- F. Arrangements for Successful /Waiting List Applicants** : 3. 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 one-third of the quota of the division (or 30 at most, whichever is the less) will also be drawn and included into a waiting list.
4. 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 Yau Tsim Mong District on 30 May 2018 (Wednesday). 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
 2. 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** : 3. **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.**
 4. 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 Yau Tsim Mong 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:

	Yau Tsim Mong DLSO		Recreation and sports venues with Leisure Link services in Yau Tsim Mong Districts (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	8:30 am to 10 pm
	Saturday, Sunday and Public Holidays	Close	

	All DLSOs		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 student ’	Monday to Friday	8:30 am to 4:30 pm	8:30 am to 10 pm	8:30 am to 11 pm
	Saturday, Sunday and Public Holidays	Close		

(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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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.

J. Arrangements for Open Enrolment

5. 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 **14 June 2018** (starting from 8:30am) to **19 June 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.
6. 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.
7. To verify the information provided by the applicants instantly, the enrolment method through Telephone Booking, Leisure Link Internet Booking and Leisure Link Self-service Kiosk are not applicable in this enrolment stage.
8. 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 **bring the relevant receipt for exemption of enrolment fee upon payment**.

- K. Fixture Draw** : The draw will be held at 10am on 27 June 2018 (Wednesday) at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). 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 Yau Tsim Mong DLSO for competition schedule on their own.
- L. Format** : 4. Single knock-out system will be adopted.
5. Each game carries 11 points. The preliminary and second rounds will adopt ‘the best of five’ system while the final and third-place match will adopt ‘the best of seven’ system.
6. No time-out will be arranged during a match.
- M. Regulations** : 1. Unless otherwise specified in the prospectus, the competition will adopt the regulations approved by the Hong Kong Table 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 time 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 before the reporting time for preliminary round of the competition, all games on that day will be cancelled. The competition will be postponed to 26 August 2018 in the same time at Kwun Chung Sports Centre. DLSO will not further notify the participants of the corresponding arrangement.
- S. Points to Note** :
8. Participants should bring their own rackets. The rubber covering of the racket should be approved by the International Table Tennis Federation. The racket should be red on one side and black on the other.
 9. All balls used in the competition will be provided by the Organizer.
 10. Each participant should wear a short-sleeved polo shirt, a pair of shorts (main colour of the shirt and shorts shall not be white or near to white) and non-marking sports shoes. The length of shorts should not exceed the knee. Otherwise, the Organizer reserves the right to disqualify the participant(s).
 11. Absentees will be deemed to have abandoned their participation right. No refund will be made.
 12. If a participant who has taken part in one of the matches is unable to take part in the remaining matches for whether or other reasons, no refund will be made by the LCSD.
 13. If a participant fails to finish all matches, the Organizer will disqualify him/her from receiving any award.
 14. Participants shall observe all the regulations prescribed by the Organiser and the sports centre.
 15. You are encouraged to photocopy the prospectus and enrolment forms if necessary.
- 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 Organizer will have the right to order him/her 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 table-tennis athlete selection for "The 7th Hong Kong Games - Table-tennis Competition". Details of the requirements will be announced by the 7th Hong Kong Games Organising Committee.
- W. Enquiries** : 2302 1762

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
Yaumatei and Tsimshatsim District Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Youth)
Enrolment Form for Singles Event

For Office Use	
<input type="checkbox"/> With priority	<input type="checkbox"/> No priority
<input type="checkbox"/> Verified the residence or schooling proof	
<input type="checkbox"/> Successful list	
<input type="checkbox"/> 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 (including contact telephone no., address and occupation, etc....) collected by means of this form, please contact the staff of the organising office.
 - (3) The applicant should fill in the following personal data (except occupation as optional) in the enrolment form and the declaration. If you do not provide the required personal data, your application will not be entertained.

I. Division & Event (Please tick “✓” the box ☐ as appropriate.)

Event	Division	Age	Date of Birth (According to the first day 15 July 2018 of the competition)	Men's			Women's		
				Division Code	Activity Code	Division to be entered “✓”	Division Code	Activity Code	Division to be entered “✓”
Singles	Youth	16 – 18	16 July 1999 – 15 July 2002	MF	4049 8683		FF	4049 8688	
		14 – 15	16 July 2002 – 15 July 2004	MG	4049 8684		FG	4049 8689	
		12 – 13	16 July 2004 – 15 July 2006	MH	4049 8685		FH	4049 8690	
		10 – 11	16 July 2006 – 15 July 2008	MI	4049 8686		FI	4049 8691	
		9 or Below	On or after 16 July 2008	MJ	4049 8687		FJ	4049 8692	

II. Personal Particulars of Applicant:

(All information should be identical with the one shown on the identity document. Please use BLOCK LETTERS for English and delete the non-applicable item(s) adjacent to the * mark.)

Name: _____ (Chinese) _____ (English)

Chinese Code (if applicable): _____ Leisure Link Patron No. (if applicable): _____

No./Type of Identity Document: _____ ()

☐ HK residents*: 1. HKID card 2. Birth Certificate/ Document of Identity for Visa Purposes / HKSAR Re-entry Permit / One-way Permit.(only for children aged below 11)

☐ Non-HK residents*: Valid travel documents (e.g. Passport, Exit-entry Permit for Travelling to and from Hong Kong and Macao)

Date of Birth: ____/____/____ Age: _____ Gender: * M / F
 (DD / MM / YYYY)

Residential Address (Remark) : _____

(If you enrol in the capacity of ‘Local resident’, you must complete the above.)

Name of School (Remark) : _____

School Address (Remark) : _____

(If you enrol in the capacity of ‘Local student’, you must complete the above.)

Contact Telephone No.(Day) _____ (Night) _____ (Mobile) _____

If I encounter any emergency in the course of the activity, please contact _____ (Name of Contact Person) at _____ (Telephone No.).

(Please consider whether the consent of the emergency contact person should be obtained before providing his/her information and contact number.)

(Remark: The entitlement to priority in balloting is based on the residential address /school name and address provided above and the declaration made by the applicant/ parent or guardian in Section B of Part III (P.11). The applicant’s ‘Local Status’ or ‘Non-local Status’ shall not be changed once the enrolment form is submitted. The applicant should notify the organising district in writing of any change of his/her correspondence address for communication purpose.)

(There is no need to fill in the address if fax number has already been provided.)

Name: _____	Name: _____	Name: _____
*Fax No / Correspondence Address: _____	*Fax No / Correspondence Address: _____	*Fax No / Correspondence Address: _____
Yau Tsim Mong District Age Group Table Tennis Competition 2018(Youth)	Yau Tsim Mong District Age Group Table Tennis Competition 2018(Youth)	Yau Tsim Mong District Age Group Table Tennis Competition 2018(Youth)

IV. Declaration

1. Please tick “✓” the box as appropriate.
2. 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 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)

I (* the applicant / parent or guardian) hereby declare that: (Please tick the ☐ as appropriate)

1. ☐ The applicant _____ (Name of the applicant) is either residing or studying in Yau Tsim Mong District, and is going to enrol in this competition in the capacity of “Local resident or local student” (“Local Status”). (Applicant should complete the declaration in Part B)
☐ Since the applicant _____ (Name of the applicant) was admitted as a successful applicant or put on the waiting list using “Local Status” in the same type of sports competition in other districts within this financial year, or due to other reasons, the applicant is going to enrol in this competition in the capacity of “Non-local resident or non-local student” (“Non-local Status”) even though he/she is residing or studying in Yau Tsim Mong District.
☐ The applicant _____ (Name of the applicant) is not residing or studying in Yau Tsim Mong District.
2. I/Applicant declare(s) that the information provided in the enrolment form is true and correct and I/applicant am/is eligible for the competition according to the rules set by the Organiser. I/applicant understand that if false information is provided, I/applicant will be immediately disqualified with all the results cancelled. Enrolment fee will not be refunded.
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 rules set by the Organiser and abide by the decisions of the referee(s).
5. I/Applicant declare(s) that I/applicant am/is healthy and physically fit to participate in this competition. The Leisure and Cultural Services Department shall not be liable for any injuries or death which the applicant may sustain in the competition due to my/his/her own negligence, ill health or poor physical condition.
6. If I/applicant am/is found to be impostor in the competition, my/his/her result(s) and award(s) in the competition will be cancelled. Enrolment fee will not be refunded.

<u>Applicant aged 18 or above, should sign this column</u>	<u>For applicant aged below 18, this column should be completed by his/her parent / guardian.</u>
Signature of the Applicant : _____	Signature of Parent/Guardian : _____
Date : _____	Name of Parent/Guardian : _____
	Date : _____

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

4. 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 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.
5. 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 fail 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 results and award(s) attained in all other districts of the same sport will even be forfeited.
6. 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 the enrolment form is submitted. The applicant should notify the organising district in writing of any change of his/her correspondence address for communication purpose.)

<u>Applicant aged 18 or above should sign this column</u>		<u>For applicant aged below 18, this column should be completed by his/her parent / guardian</u>	
Name of the Applicant	:	Name of the Applicant	:
Signature of the Applicant	:	Signature of Parent/ Guardian	:
Date	:	Name of Parent/Guardian	:
	:	Date	:

Co-organised by
the Leisure and Cultural Services Department and
Yaumatei and Tsimshatsui Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Doubles)
Prospectus

- ✚ Purpose : To provide members of the community in different age groups with an opportunity to participate in table tennis competitions, so as to sustain their interest in table tennis, enable them to pit their skills against other players and keep fit.
- ✚ Date : 2 September 2018 (Sunday)
- ✚ Time : 9am to 7 pm
- ✚ Venue : Kwun Chung Sports Centre (Address: 6/F, 17 Bowring Street, Jordon, Yau Ma Tei)
- ✚ Division, Event and Quota:

Event	Division	Age	Date of Birth (According to the first day <u>15 July 2018</u> of the competition)	Men's				Women's			
				Division Code	Activity Code	Quota		Division Code	Activity Code	Quota	
						Successful Applicant	*Waiting List Applicant			Successful Applicant	*Waiting List Applicant
Doubles	Master	35 or above	On or before 15 July 1983	MK	4049 8693	16 teams	5 teams	FK	4049 8696	16 teams	5 teams
	Adult	19 - 34	16 July 1983 – 15 July 1999	ML	4049 8694	16 teams	5 teams	FL	4049 8697	16 teams	5 teams
	Youth	18 or below	On or after 16 July 1999	MM	4049 8695	16 teams	5 teams	FM	4049 8698	16 teams	5 teams
	Mixed Doubles	Open		DN	4049 8699	Successful Applicant: 16 teams ; *Waiting List Applicant: 5 teams					

- Remarks: 11. Applicants should join the division according to their date of birth. Enrolment in higher division is not allowed.
12. If the competition is postponed for any reasons, the original commencement day of the competition (15 July 2018) will be taken to determine to which age group the participant belongs.
13. 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.
14. For better resource utilisation, the Organizer reserves the right to adjust the quota for each division with reference to the enrolment response. The applicants/participants should have no objection.
15. * If places are available after the 'Date for Payment by Successful Applicants', those places will be opened for applicants on the waiting list on first-come-first-served basis. For details, please refer to Enrolment Method (P. 3).

E. Eligibility and Notes to Applicants:

26. 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 Yau Tsim Mong 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.
27. The entitlement to priority in balloting can apply only once for the same type of sports competition. 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.

28. 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”).
29. For doubles events, if both players of a team apply by using the “Local Status”, their application will be given first priority in balloting. If only one player of a team applies by using the “Local Status”, their application will be given second priority in balloting.
30. 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.
31. 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
- ix. 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;
 - x. Declaration of residence issued by the Home Affairs Department;
 - xi. Mortgage statement, tenancy agreement ; or
 - xii. 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.
32. Each applicant may enrol in a maximum of one singles event and one doubles event 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.
33. 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.
34. 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.
35. 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 “Yau Tsim Mong District Age Group Table Tennis Competition 2018” from 15 July 2018 to 2 September 2018. (Applicants may only change the contact telephone number, correspondence address and occupation.)
36. Applicant providing false information will be disqualified. His/her results attained will be cancelled. Enrolment fee will not be refunded.
37. For easy communication, the applicant should notify the organising district immediately in writing of any change of his/her correspondence address.
38. Applicant aged below 18 should provide a declaration signed by his/her parent or guardian before taking part in the competition.

39. The Organizer reserves the right to forbid any participant from taking part in the competitions.

F. 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 15 July 2018 of the competition.

I. Enrolment Method : 9. Admission by ballot.

10. Applicants should submit the enrolment form with declaration to the District Leisure Services Office (DLSO) (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) or sports centres of Yau Tsim Mong District between 8 May 2018 and 15 May 2018; or submit enrolment form through Internet. (<http://www.lcsd.gov.hk/en/programmes/programmeslist/districtsports/searchrsprog.php>) or Leisure Link Self-service Kiosk.

11. If the enrolment form is submitted by post, please return the completed form together with the “Declaration” to DLSO of Yau Tsim Mong District (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) on or before 15 May 2018 (the date of receipt of the enrolment form by the above office is regarded as receipt date) with “Yau Tsim Mong District Age Group Table Tennis Competition 2018” written on the envelope (Please send out the enrolment form early for joining the ballot to avoid the postal delay.).

12. 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	Date for Payment and Procedures			Open Enrolment for Remaining Places
			Date for Payment by Successful Applicants	Date for Payment by Waiting List Applicants (applicable only when places are available after the deadline for payment by successful applicants)		
				“Local Status”	“Non-local Status”	
Date	From 8 May to 15 May 2018	24 May 2018	From 30 May to 5 June 2018	From 8 June to 12 June 2018	12 June 2018	From 14 June to 19 June 2018
Remarks	Accept enrolment forms submitted <i>either</i> in the capacity of “Local Status” <i>or</i> “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.	The waiting list is drawn on the “Balloting Date”. Places will be allocated on a first-come-first-served basis.		If there are still places remaining after the deadline for payment by waiting list applicants, or if the competition is under-subscribed, the remaining places will be open for public enrolment on a first-come-first-served basis. No priority will be given to applicants who enrol in the capacity of “Local Status”.
				Doubles Events: All applicants as a team <u>enrolling in the capacity of “Local Status”</u> will enjoy <u>First Priority</u> in filling the places and should make payment on a first-come-first-served basis starting from <u>8 June 2018</u> . One of the applicants of a team <u>enrolling in the capacity of “Local Status”</u> will enjoy <u>Second Priority</u> in filling the places and should make payment on a first-come-first-served basis starting from <u>11 June 2018</u> .	Unfilled places, if any, will be filled by <u>applicants enrolling in the capacity of “Non-local Status”</u> . They should make payment starting from 12 June 2018. The process will complete once all places are filled.	

			Applicants take part in both singles and doubles events, 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).
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D. Places and Time for Submission of Enrolment Form:

	<u>Yau Tsim Mong</u> DLSO	Sports Centres in Yau Tsim Mong District
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 10 am on 24 May 2018 at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). Members of the public are welcome to attend.

F. Arrangements for Successful /Waiting List Applicants : 5. 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 one-third of the quota of the division (or 30 at most, whichever is the less) will also be drawn and included into a waiting list.
6. 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 Yau Tsim Mong District on 30 May 2018 (Wednesday). 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
 2. 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**
5. **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.**
 6. 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 Yau Tsim Mong 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:

	Yau Tsim Mong DLSO		Recreation and sports venues with Leisure Link services in Yau Tsim Mong Districts (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	8:30 am to 10 pm	
	Saturday, Sunday and Public Holidays	Close		

	All DLSOs		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 student ’	Monday to Friday	8:30 am to 4:30 pm	8:30 am to 10 pm	8:30 am to 11 pm
	Saturday, Sunday and Public Holidays	Close		

(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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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 Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon) before **5 June 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.

- J. Arrangements for Open Enrolment** :
9. 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 14 June 2018 (starting from 8:30am) to 19 June 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.
 10. 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.
 11. To verify the information provided by the applicants instantly, the enrolment method through Telephone Booking, Leisure Link Internet Booking and Leisure Link Self-service Kiosk are not applicable in this enrolment stage.
 12. 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 bring the relevant receipt for exemption of enrolment fee upon payment.
- K. Fixture Draw** :
- The draw will be held at 10am on 27 June 2018 (Wednesday) at Yau Tsim Mong DLSO (Address: 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon). 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 Yau Tsim Mong DLSO for competition schedule on their own.
- L. Format** :
7. Single knock-out system will be adopted.
 8. Each game carries 11 points. The preliminary and second rounds will adopt ‘the best of five’ system while the final and third-place match will adopt ‘the best of seven’ system.
 9. No time-out will be arranged during a match.
- M. Regulations** :
1. Unless otherwise specified in the prospectus, the competition will adopt the regulations approved by the Hong Kong Table Tennis Association.
 7. 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 time 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 before the reporting time for preliminary round of the competition, all games on that day will be cancelled. The competition will be postponed to 9 September 2018 in the same time at Kwun Chung Sports Centre. DLSO will not further notify the participants of the corresponding arrangement. |

- S. Points to Note :**
16. Participants should bring their own rackets. The rubber covering of the racket should be approved by the International Table Tennis Federation. The racket should be red on one side and black on the other.
 17. All balls used in the competition will be provided by the Organizer.
 18. Each participant should wear a short-sleeved polo shirt, a pair of shorts (main colour of the shirt and shorts shall not be white or near to white) and non-marking sports shoes. The length of shorts should not exceed the knee. Otherwise, the Organizer reserves the right to disqualify the participant(s).
 19. Absentees will be deemed to have abandoned their participation right. No refund will be made.
 20. If a participant who has taken part in one of the matches is unable to take part in the remaining matches for whether or other reasons, no refund will be made by the LCSD.
 21. If a participant fails to finish all matches, the Organizer will disqualify him/her from receiving any award.
 22. Participants shall observe all the regulations prescribed by the Organizer and the sports centre.
 23. You are encouraged to photocopy the prospectus and enrolment forms if necessary.
- 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 Organizer will have the right to order him/her 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 table-tennis athlete selection for “The 7th Hong Kong Games - Table-tennis Competition”. Details of the requirements will be announced by the 7th Hong Kong Games Organising Committee.
- W. Enquiries :** 2302 1762

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
Yaumatei and Tsimshatsui Recreational and Sports Association
(Sponsored by Yau Tsim Mong District Council)
Yau Tsim Mong District Age Group Table Tennis Competition 2018
(Doubles)

Enrolment Form for Doubles Events

For Office Use	
<input type="checkbox"/> First priority <input type="checkbox"/> Second priority	
<input type="checkbox"/> No priority	
Verified the residence or schooling proof	
<input type="checkbox"/> 1 st Player _____	
<input type="checkbox"/> 2 nd Player _____	
<input type="checkbox"/> Successful list	
<input type="checkbox"/> 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 (including contact telephone no., address and occupation, etc...) collected by means of this form, please contact the staff of the organising office.

(3) The applicant should fill in the following personal data (except occupation as optional) in the enrolment form and the declaration. If you do not provide the required personal data, your application will not be entertained.

I. Division & Event (Please tick “✓” the box ☐ as appropriate. Each team can enrol in only one doubles event)

Item	Division	Age	Date of Birth (According to the first day 15 July 2018 of the competition)	Men's			Women's		
				Division Code	Activity Code	Division to be entered “✓”	Division Code	Activity Code	Division to be entered “✓”
Doubles	Master	35 or above	On or before 15 July 1983	MK	4049 8693		FK	4049 8696	
	Adult	19 - 34	16 July 1983 – 15 July 1999	ML	4049 8694		FL	4049 8697	
	Youth	18 or below	On or after 16 July 1999	MM	4049 8695		FM	4049 8698	
Mixed Doubles		Open		DN	4049 8699				

II. Personal Particulars of Applicant: (All information should be identical with the one shown on the identity document. Please use BLOCK LETTERS for English and delete the non-applicable item(s) adjacent to the * mark.)

Please obtained the consent from Second Team Member before providing his/her information

First Team Member/ Member-in-charge

Name: _____ (Chinese) _____ (English) _____

Chinese Code (if applicable): _____ Leisure Link Patron No. (if applicable): _____

No./Type of Identity Document: _____ ()

☐ HK residents*: 1. HKID card 2. Birth Certificate/ Document of Identity for Visa Purposes / HKSAR Re-entry Permit / One-way Permit. (only for children aged below 11)

☐ Non-HK residents*: Valid travel documents (e.g. Passport, Exit-entry Permit for Travelling to and from Hong Kong and Macao)

Date of Birth: ____ / ____ / ____ Age: _____ Gender: * M / F
(DD / MM / YYYY)

Residential Address (Remark 1): _____

(If you enrol in the capacity of ‘Local resident’, you must complete the above.)

Name of School (Remark 1) : _____

School Address (Remark 1) : _____

(If you enrol in the capacity of ‘Local student’, you must complete the above.)

Contact Telephone No.(Day) _____ (Night) _____ (Mobile) _____

If I encounter any emergency in the course of the activity, please contact (Remark 2) _____ (Name of Contact Person) at _____ (Telephone No.) .

Second Team Member

Name: _____ (Chinese) _____ (English) _____

Chinese Code (if applicable): _____ Leisure Link Patron No. (if applicable): _____

No./Type of Identity Document: _____ ()

☐ HK residents*: 1. HKID card 2. Birth Certificate/ Document of Identity for Visa Purposes / HKSAR Re-entry Permit / One-way Permit. (only for children aged below 11)☐ Non-HK residents*: Valid travel documents (e.g. Passport, Exit-entry Permit for Travelling to and from Hong Kong and Macao)Date of Birth: ____/____/____ Age: _____ Gender: * M / F
(DD / MM / YYYY)

Residential Address (Remark 1) : _____

(If you enrol in the capacity of 'Local resident', you must complete the above.)

Name of School (Remark 1) : _____

School Address (Remark 1) : _____

(If you enrol in the capacity of 'Local student', you must complete the above.)

Contact Telephone No.(Day) _____ (Night) _____ (Mobile) _____

If I encounter any emergency in the course of the activity, please contact (Remark 2) _____ (Name of Contact Person) at _____ (Telephone No.) .

(Remark 1: The entitlement to priority in balloting is based on the residential address/ school name and address provided above and the person in charge/ applicant/ parent/ guardian and the Declaration made in Part III(P.12). The applicant's 'Local Status' or 'Non-local Status' shall not be changed once the enrolment form is submitted. The applicant should notify the organising district of any change of his/her correspondence address for communication purpose.)

(Remark 2: Please consider whether the consent of the emergency contact person should be obtained before providing his/her information and contact number.)

(There is no need to fill in the correspondence address if fax number has already been provided.)

Name: _____ *Fax No / Correspondence Address: _____	Name: _____ *Fax No / Correspondence Address: _____	Name: _____ *Fax No / Correspondence Address: _____
Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Doubles)	Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Doubles)	Yau Tsim Mong District Age Group Table Tennis Competition 2018 (Doubles)

III. Declaration

1. Please tick "✓" the box as appropriate.

2. 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 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 ☐ as appropriate)

- The team comprises _____ (Name of the first team member) and _____ (Name of the second team member).
 - ☐ Both team members are either residing or studying in Yau Tsim Mong District and are going to enrol in this competition in the capacity of "Local resident or local student" ("Local Status"). (Applicants should complete the declaration in Part B)
 - ☐ Since both team members were admitted as successful applicants or put on the waiting list using "Local Status" in the same type of sports competition in other districts within this financial year, or due to other reasons, they are going to enrol in this competition in the capacity of "Non-local resident or non-local student" ("Non-local Status") even though they are residing or studying in Yau Tsim Mong District.
 - ☐ Only _____ (Name of team member) is residing or studying in Yau Tsim Mong District and is going to enrol in this competition in the capacity of "Local Status". The other team member is going to enrol in this competition in the capacity of "Non-local Status". (Applicant enrolling in "Local status" should complete the declaration in Part B)
 - ☐ Although _____ (Name of team member) is residing or studying in Yau Tsim Mong District, since he/she was admitted as a successful applicant or put on the waiting list using "Local Status" in the same type of sports competition in other districts within this financial year, or due to other reasons, both team members are going to enrol in this competition in the capacity of "Non-local Status".
 - ☐ Both team members are not residing or studying in Yau Tsim Mong District.
- I/Applicant declare(s) that the information provided in the enrolment form is true and correct and I/Applicant am/is eligible for the competition according to the rules set by the Organiser. I/Applicant understand that if false information is provided, I/Applicant will be immediately disqualified with all the results cancelled. Enrolment fee will not be refunded.
- I/Applicant declare(s) that I/Applicant have/has studied the prospectus and agree the related terms and conditions.
- I/Applicant declare(s) that I/applicant agree to comply with all the rules set by the Organiser and abide by the decisions of the referee(s).
- I/Applicant declare(s) that I/Applicant am/is healthy and physically fit to participate in this competition. The Leisure and Cultural Services Department shall not be liable for any injuries or death which the applicant may sustain in the competition due to my/his/her own negligence, ill health or poor physical condition.
- If I/Applicant am/is found to be impostor in the competition, my/his/her result(s) and award(s) in the competition will be cancelled. Enrolment fee will not be refunded.

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

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

1. I hereby declare(s) 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 April 2018 to 31 March 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/one's name for verification by your department. If I/applicant fail(s) 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. My/One's/ Our 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 Particular of Applicant) by the person in charge/ applicant/ parent/ guardian. The applicant's 'Local Status' or 'Non-local Status' shall not be changed once this enrolment form is submitted. The applicant should notify the organising district in writing of any change of his/her correspondence address for communication purpose.)

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