

Event	Date	Division				Team		Rules
		Singles		Doubles				
		Men	Women	Men	Women			
Tennis	16/6 – 31/8/2012	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A
Tenpin Bowling	20/5/2012	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>		A
Volleyball	7/7 – 18/11/2012					Men <input type="checkbox"/>	Women <input type="checkbox"/>	B
7-a-side Mini-soccer	11/3 – 18/11/2012					Men <input type="checkbox"/>	Women <input type="checkbox"/>	B
11-a-side Soccer	10/3 – 18/11/2012					Men <input type="checkbox"/>	Women <input type="checkbox"/>	B

Rules:

- A. Each organisation should field no more than 1 participant for each individual event or 1 team each in doubles and team events for each division.
- B. Each organisation should field no more than 1 team for each division.
- C. Each organisation should field no more than 5 participants in each individual event, 2 teams each in doubles and team event for each division and 1 team in mixed team event for each division.
- D. Each organisation can field a maximum of 30 participants. An organisation with 5 or more participants taking part in a division will automatically enter the team event for that division.
- E. (a) Each organisation should field no more than 6 participants for each individual event, or no more than 1 team for each relay event in the same division.
(b) Each participant should enter no more than 3 individual events (For examples: 2 field and 1 track or 2 track and 1 field, excluding the relay events).
(c) Team members in relay events should belong to the same division. Each team should have no more than 6 members.
- F. (a) Each organisation should field no more than 12 participants for each individual event, or no more than 1 team for each relay event in the same division.
(b) Each participant should enter no more than 4 individual events (excluding the relay events).
(c) Team members in relay events should belong to the same division. Each team should have no more than 6 members.

Remarks:

1. The deadline for the first round of enrolment is 20 December 2011 (Tuesday). Interested organisations and government departments are welcome to apply online or by returning the completed enrolment form to the Major Events Section of the Leisure and Cultural Services Department (LCSD) by mail or fax on or before the deadline. If the enrolment form is submitted by post, the date of receipt of the enrolment form by the above office is regarded as receipt date. (Address: 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin; fax no.: 2634 0786). Organisations may be required to produce relevant supporting documents such as a valid Hong Kong Business Registration Certificate.
2. Organisations applying after 20 December 2011 (Tuesday) will be put on the waiting list. If there are still places available on the ballot date for the first round of enrolment or after the payment deadline for the first round of enrolment, we will inform the organisations of the payment arrangements according to their order on the waiting list. After the deadline for the first round of enrolment, only enrolment through mail or fax will be accepted.
3. For oversubscribed events, places will be allocated by ballot. The ballot for the first round of enrolment will be held on 28 December 2011 (Wednesday) at 6:00 p.m. at Audio-Visual Room, 1/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin. Representatives of organisations are welcome to attend. Organisations will be notified of the result of the ballot and the payment arrangements after the ballot via e-mail.
4. **After the deadline for the first round of enrolment and the whole waiting list has been exhausted, if there are places remaining in certain events, we will continue to accept enrolment until the deadline for paying the entry fees of that particular event (please refer to the prospectus of the respective event for the exact date).**
5. Information provided by you will only be used for enrolment, compilation of statistics, future liaison and promotion of LCSD activities. Only duly authorised LCSD staff can have access to the information. The information will be destroyed within 4 months after completion of the competition.
6. If you wish to revise or retrieve the information you have submitted, please contact our staff in the Major Events Section, LCSD (Tel. no.: 2601 7673).
7. You must duly complete this form or the LCSD may not be able to process your application.