

2026 Election Committee Subsector Ordinary Elections Notes on Posting Free Postage Election Mail

Date of Election: 22 November 2026

1. Conditions for Free Postage Election Mail

- (i) Each validly nominated candidate for the Election Committee subsector is permitted to post **one** election mail to each registered voter of his/her subsector free of postage. Candidates of the same subsector may send joint election mail free of postage to the voters.
- (ii) The free postage election mail must:
 - (a) be posted to an address in Hong Kong;
 - (b) contain materials relating only to the candidature of the candidate at the above elections, and in the case of joint election mail, also contain materials relating only to the candidature of the other candidate(s) of the same subsector as set out in the “Notice of Posting Free Postage Election Mail” at the above elections;
 - (c) not exceed 50 grams in weight;
 - (d) not be larger than 165 mm x 245 mm and not smaller than 90 mm x 140 mm in size;
 - (e) not exceed 5 mm in thickness at any part of the letter;
 - (f) not contain any obscene, immoral, indecent, offensive or libelous writing, picture or other thing;
 - (g) comply with other requirements of the “Post Office Ordinance” in respect of prohibited articles, including refraining from posting, tendering for posting, or sending by post anything the publication of which would constitute an offence endangering national security; and
 - (h) **fully comply with all applicable laws and the relevant provisions of the “Guidelines on Election-related Activities in respect of the Election Committee Subsector Elections” (“Guidelines on Election-related Activities”) relating to the publication of election advertisements, and must not contain any unlawful content.**
- (iii) If the name, logo or pictorial representation of a person or an organization is included in the election mail in a way that implies or is likely to cause voters to believe that the candidate(s) has/have the support of that person or organization, the candidate(s) must (a) obtain the **prior written consent** from that person or organization **before** posting the election mail, and (b) deposit a copy of the “consent of support” with the Returning Officer for the relevant subsector or upload it to the Central Platform or Candidate’s Platform, in accordance with the requirements of the “Guidelines on Election-related Activities”.
- (iv) If a candidate posts joint election mail with other candidate(s) for the same subsector, the candidate must obtain authorization from the other candidates(s) to act as their election expense agent and ensure that the specified form “Authorization to Incur Election Expense” has been duly completed and served on the Returning Officer for the relevant subsector.
- (v) When posting free postage joint election mail, the Notice of Posting Free Postage Election Mail may serve a dual purpose:
 - It notifies Hongkong Post of the posting of joint election mail; and
 - It also functions as a **written consent of support** among all candidates listed in Part 1 of this notice.

Practical Guidelines

- Candidates listed in Part 1 who sign this notice are deemed to have given their prior written consent to the joint election mail described herein.

- A copy of this fully signed notice may be used as the required "consent of support" document.
- Such copy must be deposited with the Returning Officer or uploaded to the Central Platform or Candidate's Platform **within 3 working days after posting**.
- Alternatively, candidates may obtain a separate written consent of support as appropriate.

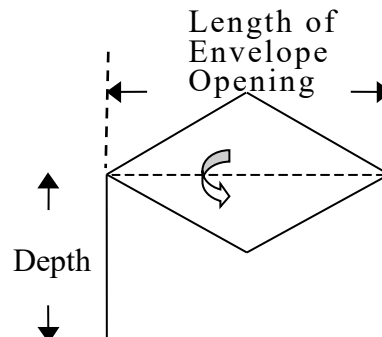
- (vi) The Electoral Affairs Commission and the Government of the Hong Kong Special Administrative Region (including Hongkong Post and the Registration and Electoral Office) shall not be liable to the candidate(s) or any third party in respect of the election mail, including but not limited to any liabilities arising from any error, omission, false or misleading statement in the contents of the election mail. The candidate(s), who send(s) the election mail is/are responsible for the election mail and its contents, and must indemnify and keep indemnified the Electoral Affairs Commission and the Government against all liabilities, costs, expenses, legal actions, legal proceedings, claims, demands, losses and damages arising out of or in connection with the election mail and its contents.

2. Specifications for Election Mail

- (i) The letter may take the form of envelope, lettergramme, card or folder. Items in roll form or enclosed in plastic wrappers **will not be accepted**. Cards and folders must be made of ordinary cardboard or paper not less than 0.25 mm thick, and must be rectangular in shape.
- (ii) When a wrapper is used, it must extend over the full length of the item which it encloses. Envelopes must not be fastened with staples or with paper fasteners with sharp edges or points, but they may be closed by means of an adhesive flap or tape.
- (iii) To prevent envelopes, folders and lettergrammes having openings large enough to entrap smaller letters, the following length limits apply to the opening of **unsealed mail** items contained in envelopes with ordinary tuck-in flaps (section 6.3 of the Post Office Guide):

- For envelope not over 90 mm in depth – envelope opening must not be over 150 mm in length;
- For envelope not over 100 mm in depth – envelope opening must not be over 140 mm in length;
- For envelope over 100 mm in depth – envelope opening must not be over 115 mm in length.

If a larger envelope is necessary, sender should adopt a packet with a special flap which can be adjusted to avoid leaving a large opening, or fasten the packet with string which can be easily untied. If metal paper fasteners are used, they must be covered with tape or other protective material to prevent injury to Hongkong Post staff. Paper clips or staples must not be used.

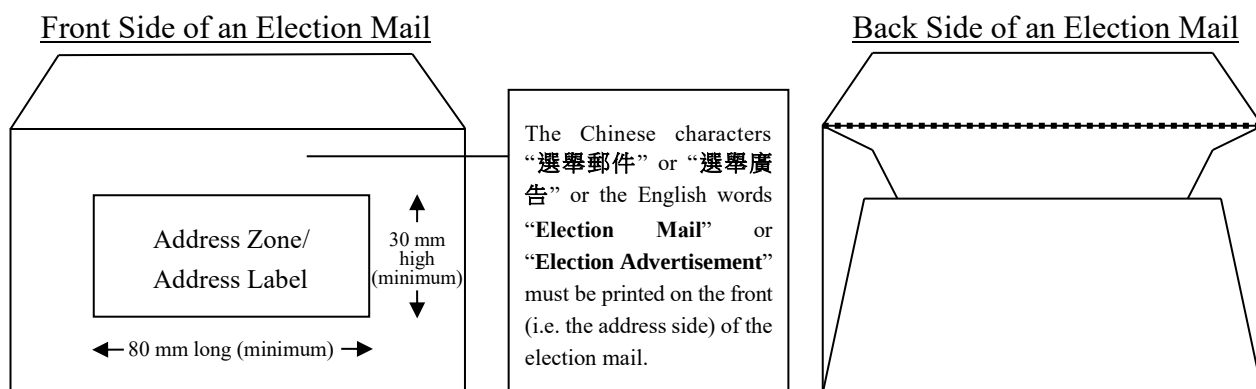


- (iv) Folders (for example, A4 size paper folded in half) with openings must be closed by means of adhesive flap or tape to avoid entrapping smaller letters. All open edges must not be longer than 90 mm in width. Otherwise, adhesive tapes should be applied to the midpoints of the open edges to reduce the width. For details, please refer to the illustration in **Appendix I**.
- (v) The front side (i.e. the address side) of the envelope or the folder (unenvloped mail) must follow the requirements below:
- Printed with the Chinese characters “選舉郵件” or “選舉廣告” or the English words “Election Mail” or “Election Advertisement”;
 - An address zone of at least 80 mm long and 30 mm high preferably at the right-hand half or at the centre of the front side (i.e. the address side) for the address of a voter, should be reserved exclusively for the address;
 - If a candidate uses an adhesive address label, it should not be less than 80 mm long and 30 mm high. Except for the name and address of a voter, the whole address zone and address label must not contain any promotional advertisement. The entire address label must be

affixed to the address zone at the front side of the mail;

- (d) The address zone and address label should be in white background colour while the characters should be in black. Each English alphabet should not be less than 2.5 mm in height and 2 mm in width. Each Chinese character should not be less than 3 mm in height and 3 mm in width. The font size and type style should be the same for all the address lines. There should be a uniform line spacing of not less than 1.5 mm and the lines should not be overlapped; and
- (e) **Please note that only one address of a voter should be shown on each postage-free election mail. Election mail bearing an address outside Hong Kong will not be accepted for free postage of election mail.**

The layout of the election mail is as follows:



- (vi) The full postal address should be legibly written or printed on the front of the envelope in four rows as follows:

Address in English	Address in Chinese
Name of addressee	收件人姓名
Floor and flat number and name of building	地區名稱
Street number, name of street	街道名稱、門牌編號
Name of district	樓宇名稱、座數及層數

- (vii) Election mail must bear printing details in Chinese or English including the name and address of the printer, the date of printing and the number of copies printed (“printing details”). This requirement applies to all materials reproduced by any method of multiplying copies (e.g. printing machines, duplicators or photocopiers). Suggested formats are as follows:
 - (a) Printed by ABC Printing Works or (b) Printed by candidate’s office photocopier
 XX XYZ Street, HK
 on (date) in (number) copies on (date) in (number) copies
- (viii) If a candidate wishes to use the free postage service before the publication of the notice of valid nominations in the Gazette, the candidate is required to furnish the Postmaster General with a security (i.e. full postage of all the election mail posted) to cover the postage in the event that the candidate’s name is not subsequently shown in the notice of valid nominations. **For joint election mail, if the name of any candidate is not subsequently shown in the notice of valid nominations, the candidate who sent the mail is liable for payment of postage of all the election mail. In this situation, the security payment made by that candidate will not be refunded, and the relevant joint election mail will not be regarded as the election mail sent free of postage by that candidate. The remaining candidate(s) who is/are validly nominated remain entitled to use the free postage service of election mail.**

3. Posting Arrangements

- (i) Candidates must post their free postage election mail **on or before 12 November 2026 (Thursday)**. Please note that since Hongkong Post needs to handle a large volume of election mail within a short period of time, election mail posted after the above deadline

cannot be guaranteed to reach the voters before the polling day.

- (ii) **Candidates must obtain written approval from Hongkong Post for specimen(s) of their free postage election mail before mass production. They should familiarise themselves with the free postage requirements. If in doubt, they should seek advice from Hongkong Post on postal requirements and from the Registration and Electoral Office on other aspects before printing. Specimen(s) should be submitted as early as possible to allow time for revisions, if needed.**
- (iii) Before posting the election mail, candidates should submit three copies of the unsealed specimens of their election mail, together with a “Notice of Posting Free Postage Election Mail” **in duplicate**, to the designated Manager (Retail Business) as set out in the “List of Acceptance Offices for Election Mail” (Appendix II) for inspection, approval and retention by Hongkong Post. **At least two clear working days (excluding Saturday, Sunday and public holiday) must be allowed for Hongkong Post to process each set of specimens. (For example, if the candidate wishes to post his/her election mail on 12 November 2026 (Thursday), the specimens should be submitted on or before 9 November 2026 (Monday).)** Postings of the relevant election mail should only be made after receipt of official written approval from Hongkong Post. As a large number of specimens of election mail may have to be processed by Hongkong Post at the same time, specimens of the relevant election mail may not be approved within two working days after their submission. To avoid delaying the posting of free postage election mail, candidates should submit the specimens of their election mail as early as possible.
- (iv) Candidates may consider submitting their specimens of election mail before being assigned candidate number or before confirming the printing details of the election mail. Once the specimens concerned have been approved in writing by Hongkong Post, except for the addition of the candidate number(s) and required printing details, no alterations to the approved design and text of the specimens are allowed.
- (v) If the election mail specimen(s) submitted by a candidate contain content in a language other than Chinese and English, the candidate must enclose the Chinese or English translation of such content with the “Notice of Posting Free Postage Election Mail” to ensure compliance with the requirements in paragraph 1(ii) and (iii) above.
- (vi) The election mail should be made up in bundles of 50 or 100 each to facilitate counting. All election mail items must be stacked in the same orientation and arranged in the same order as the address labels (e.g. by building name or block number) provided by the Registration and Electoral Office.
- (vii) In completing the “Notice of Posting Free Postage Election Mail”, candidates must specify an acceptance office for posting their free postage election mail selected from the “List of Acceptance Offices for Election Mail” (**Appendix II**). While posting at the designated Acceptance Office, the candidate or his/her election agent must present the signed “Declaration for Posting of Free Postage Election Mail” **in duplicate**. If the election mail is posted in more than one batch, the same “Declaration for Posting Free Postage Election Mail” should be presented at the same acceptance office on each posting.
- (viii) For each posting of the election mail, candidates must provide the designated Acceptance Offices with a copy of the election mail for record purposes.
- (ix) **Please note that under section 99 of the Electoral Affairs Commission (Electoral Procedure) (Election Committee) Regulation (Cap. 541I), a candidate sending postage-free mail to voters in bulk is liable for payment of postage for all the letters in that bulk mailing if any letter in that bulk mailing does not comply with paragraph 1(ii)(a)-(e) above or if a declaration mentioned in paragraph 3(vii) is false in any particular.**

4. For general enquiries concerning the posting of election mail, please contact officers concerned as listed in **Appendix II**.

Methods of Folding of Election Mail

選舉郵件的摺疊方法

Appendix I

附件一

* **Note:** Regardless of any methods of folding and whether the opening of the election mail is closed or not, all openings shall not exceed 90 mm. Otherwise, they must be closed by adhesive tape.
注意事項：無論選舉郵件以任何方法摺疊或開口是否已經封口，所有開口部分不得超過 90 毫米，否則必須以膠紙封口。

Figure 1 : Folder of A4 (296mm) size
 圖示一：對摺的A4（296毫米）尺寸紙張

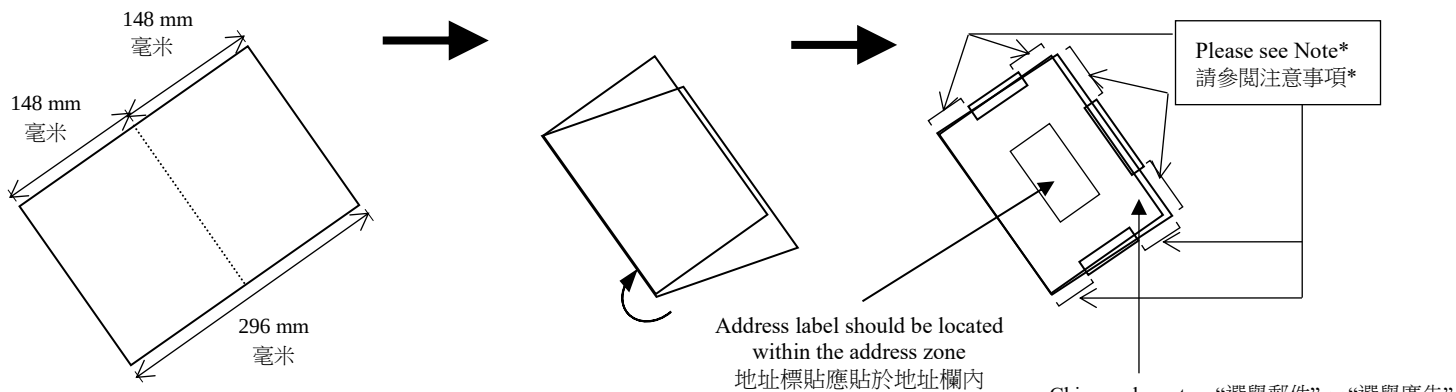


Figure 2 : Folder of A4 (296mm) size with 2 folds
 圖示二：兩摺的A4（296毫米）尺寸紙張

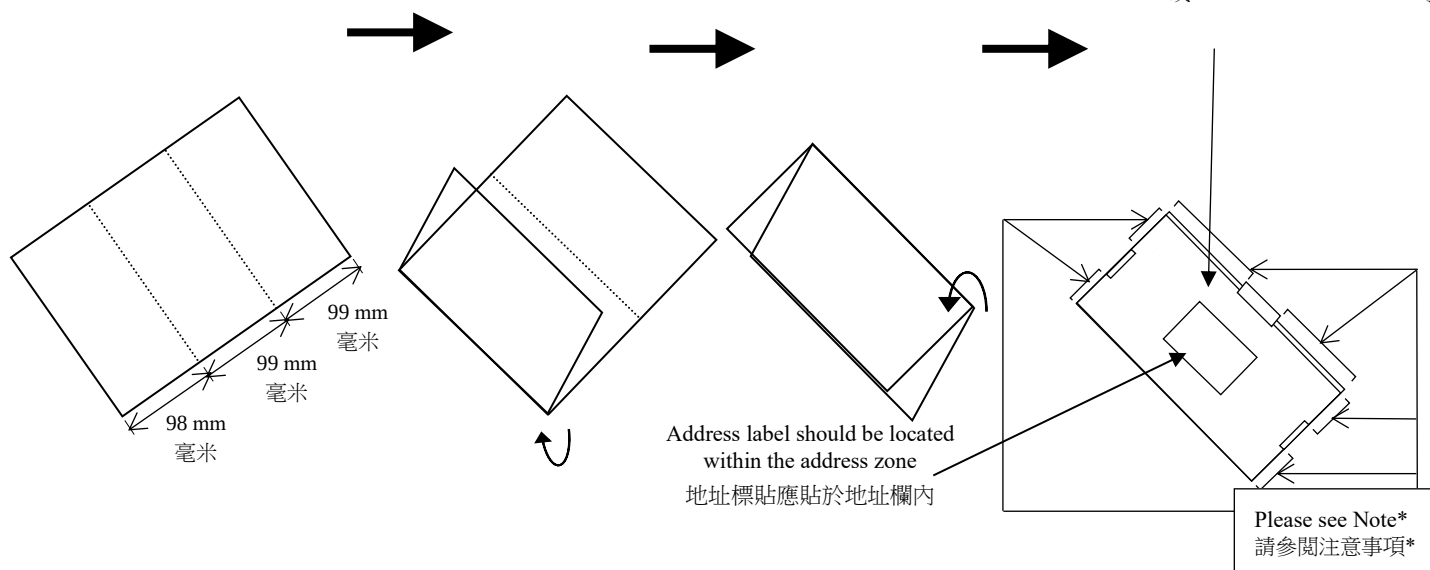
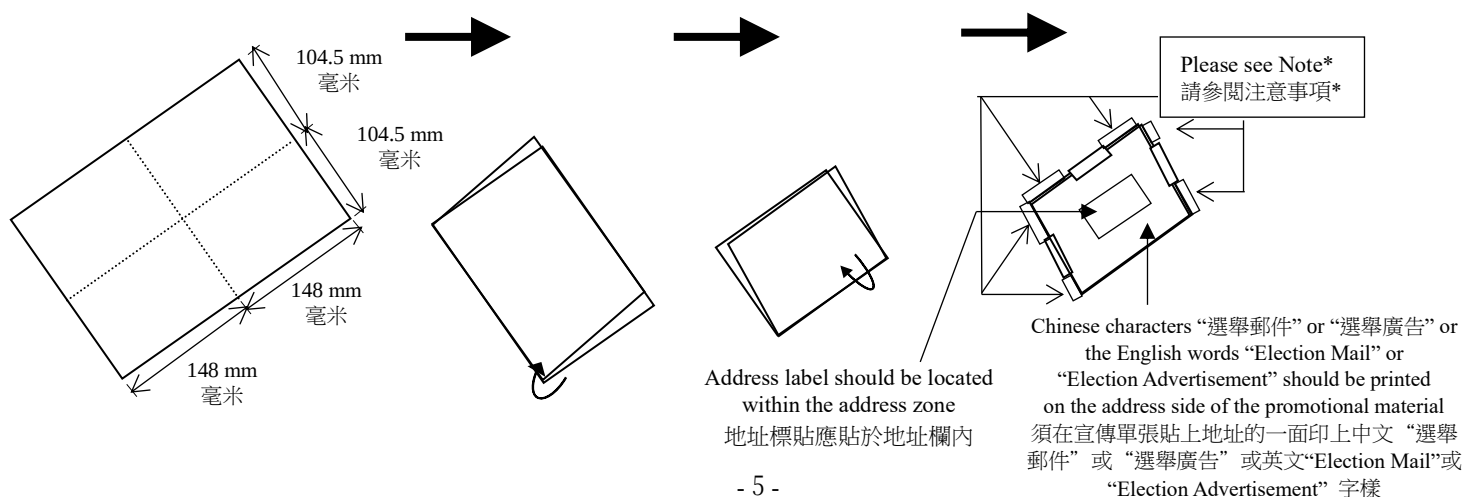


Figure 3 : Folder of A4 (296mm) size with 2 folds
 圖示三：兩摺的A4（296毫米）尺寸紙張



Methods of Folding of Election Mail 選舉郵件的摺疊方法

Appendix I
附件一

Figure 4A&4B : Folder of A4 (296mm) size sealed with address label
圖示四A及四B：以地址標貼封口的A4（296毫米）尺寸紙張

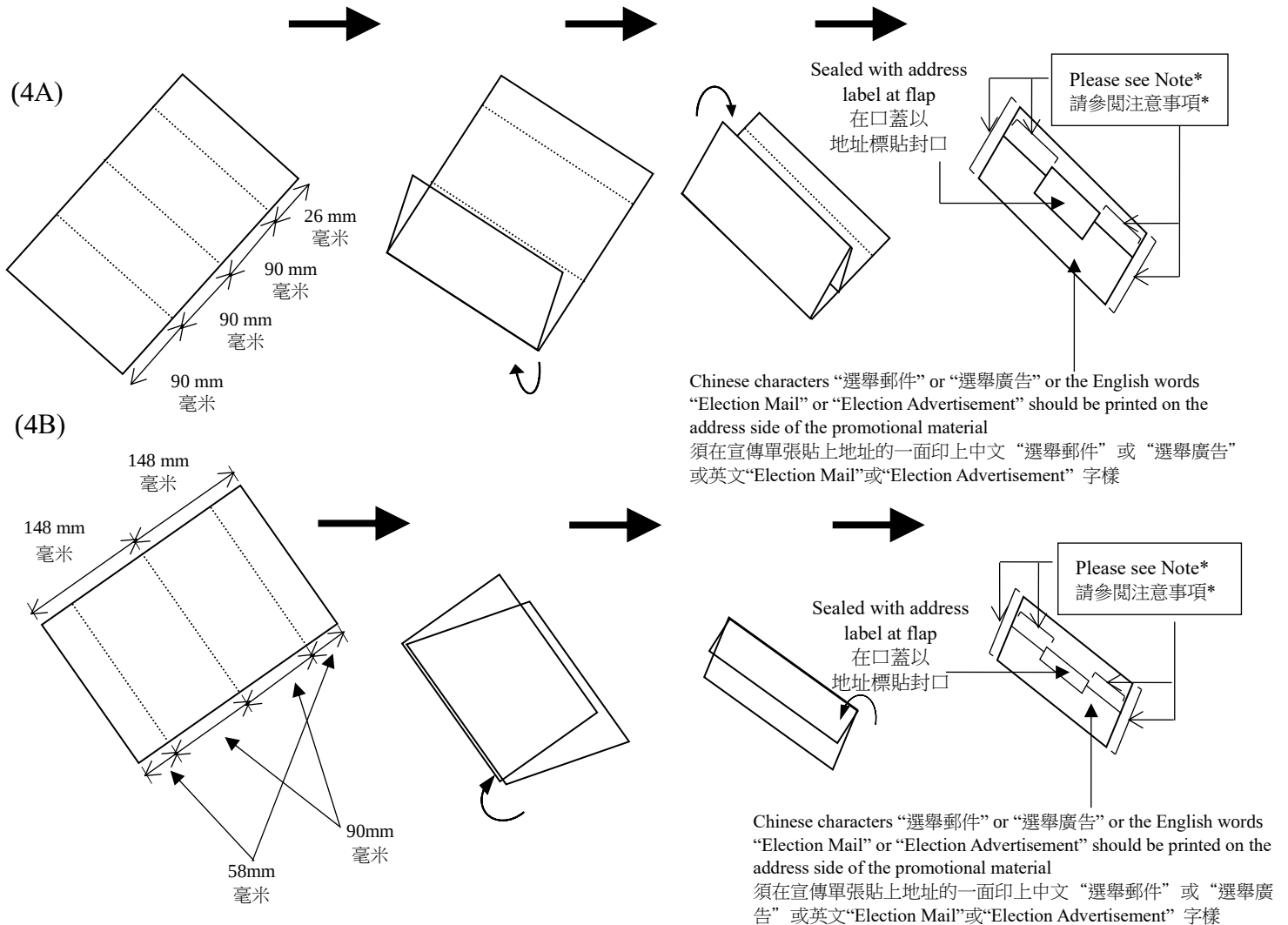
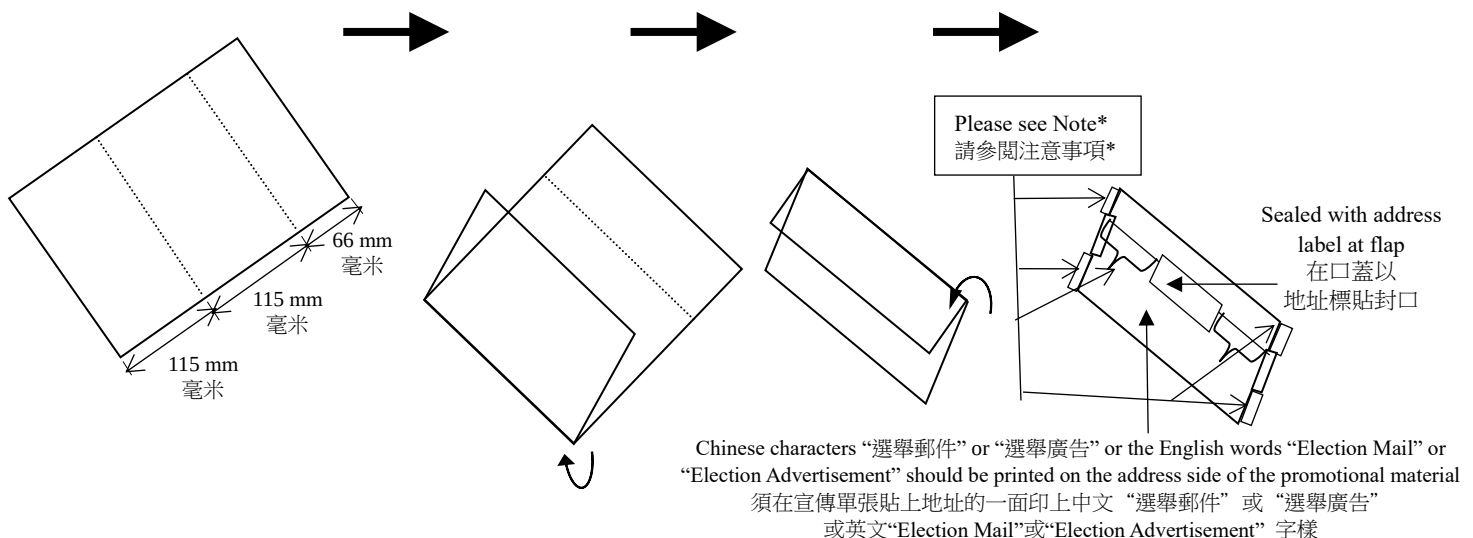


Figure 5 : Folder of A4 (296mm) size sealed with address label
圖示五：以地址標貼封口的A4（296毫米）尺寸紙張



2026 年選舉委員會界別分組一般選舉
2026 Election Committee Subsector Ordinary Elections
選舉郵件投寄局一覽表
List of Acceptance Offices for Election Mail

1. 候選人應於辦公時間（星期六、星期日及公眾假期除外）到以下任何一間香港郵政辦事處提交他們的免付郵資選舉郵件樣本：
Candidates should submit their specimens of free postage election mail at any **one** of the following Hongkong Post offices during office hours (excluding Saturday, Sunday and public holiday):

負責人 Responsible Officer	地址 Address	辦公時間 Office Hours	電話 Telephone	傳真 Fax
經理（門市業務/港島西） Manager (Retail Business /Hong Kong West)	中環康樂廣場 2 號郵政總局 General Post Office, 2 Connaught Place, Central	9:00 am – 5:00 pm	2921 2303	2501 5930
經理（門市業務/九龍東） Manager (Retail Business /Kowloon East)	九龍九龍灣宏展街 1 號中央郵件中心地下 G/F, Central Mail Centre, 1 Wang Chin Street, Kowloon Bay, Kowloon	9:00 am – 5:00 pm	2908 0363	2868 1442
經理（門市業務/新界西） Manager (Retail Business/New Territories West)	新界荃灣西樓角路 38 號荃灣政府合署 10 樓門市業務科（新界分部）辦公室 Retail Business Division (New Territories Sub-office), 10/F, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan, New Territories	9:00 am – 5:00 pm	2417 6478	2417 6488
經理（門市業務/新界東） Manager (Retail Business/New Territories East)	新界沙田上禾輦路 1 號沙田政府合署 1 樓沙田中央郵政局 Sha Tin Central Post Office, 1/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories	9:00 am – 5:00 pm	2417 6459	2417 6488

2. 在填寫「投寄免付郵資選舉郵件通知書」時，候選人須選定在下列任何一間香港郵政的投寄局投寄免付郵資選舉郵件：

In completing the “Notice of Posting Free Postage Election Mail”, candidates must select any **one** of the following acceptance offices of Hongkong Post to post their election mail free of postage:

- 投寄時間：由提名期開始（即 2026 年 10 月 7 日開始）的辦公時間（星期日及公眾假期除外）
Posting period: During office hours starting from Nomination Period (i.e. Starting from 7 October 2026) (excluding Sunday and public holiday)
- 請於香港郵政網頁（www.hongkongpost.hk）查閱各郵政局的地址及辦公時間。
Please refer to Hongkong Post website (www.hongkongpost.hk) for the addresses and office hours of the respective post offices.

投寄局 Acceptance Office	地址 Address	辦公時間 星期一至五 Office Hours Monday - Friday	辦公時間 星期六 Office Hours Saturday	電話 Telephone
郵件處理中心 Mail Processing Centre				
中央郵件中心大量郵件 投寄櫃位 Bulk Mail Acceptance Counter of Central Mail Centre	九龍九龍灣宏展街 1 號中央郵件中心地下大 量郵件投寄櫃位 Bulk Mail Acceptance Counter, G/F, Central Mail Centre, 1 Wang Chin Street, Kowloon Bay, Kowloon	11:00 am – 5:00 pm	11:00 am – 2:00 pm	2908 0025
香港區 Hong Kong				
香港仔郵政局 Aberdeen Post Office	香港香港仔大道 171 號金豐大廈地下 G/F, Kam Fung Building, 171 Aberdeen Main Road, Aberdeen, Hong Kong	9:30 am – 5:00 pm	9:30 am – 1:00 pm	2555 9307
東區派遞局 Eastern Delivery Office	香港西灣河太安街 29 號東區法院大樓 1 樓 1/F, Eastern Law Courts Building, 29 Tai On Street, Sai Wan Ho, Hong Kong	9:00 am – 5:00 pm	N/A	2886 6577 2886 6587
郵政總局 General Post Office	香港中環康樂廣場 2 號 2 Connaught Place, Central, Hong Kong	8:00 am – 6:00 pm	8:00 am – 6:00 pm	2921 2332 2921 2337
灣仔郵政局 Wan Chai Post Office	香港灣仔皇后大道東 197 至 213 號胡忠大廈 2 樓 2/F, Wu Chung House, 197-213 Queen's Road East, Wan Chai, Hong Kong	9:30 am – 5:00 pm	9:30 am – 1:00 pm	2574 5478

投寄局 Acceptance Office	地址 Address	辦公時間 星期一至五 Office Hours Monday - Friday	辦公時間 星期六 Office Hours Saturday	電話 Telephone
九龍區 Kowloon				
長沙灣派遞局 Cheung Sha Wan Delivery Office	九龍長沙灣東京街西 3 號庫務大樓 4 樓 4/F, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon	9:00 am – 5:00 pm	N/A	2741 3911
九龍中央郵政局 Kowloon Central Post Office	九龍油麻地彌敦道 405 號九龍政府合署地下 G/F, Kowloon Government Offices, 405 Nathan Road, Yau Ma Tei, Kowloon	9:30 am – 6:00 pm	9:30 am – 1:00 pm	2928 6247
東九龍郵政局 Kowloon East Post Office	九龍觀塘鯉魚門道 12 號東九龍政府合署地下 G/F, Kowloon East Government Offices, 12 Lei Yue Mun Road, Kwun Tong, Kowloon	9:30 am – 5:30 pm	9:30 am – 1:00 pm	2340 1539
尖沙咀郵政局 Tsim Sha Tsui Post Office	九龍尖沙咀中間道 10 號國際電信大廈地下及 1 樓 G/F & 1/F, Hermes House, 10 Middle Road, Tsim Sha Tsui, Kowloon	9:30 am – 5:30 pm	9:30 am – 5:30 pm	2722 5927
新界區 New Territories				
北區派遞局 North District Delivery Office	新界粉嶺安樂村樂業路 25 號安匯中心地下 1 至 16 號單位 Unit 1-16, G/F, On Wui Centre, 25 Lok Yip Road, On Lok Chuen, Fanling, New Territories	9:00 am – 5:00 pm	N/A	3124 0760 3124 0796
西貢郵政局 Sai Kung Post Office	新界西貢親民街 34 號西貢政府合署地下 G/F, Sai Kung Government Offices, 34 Chan Man Street, Sai Kung, New Territories	9:30 am – 5:00 pm	9:30 am – 1:00 pm	2792 2243
沙田中央郵政局 Sha Tin Central Post Office	新界沙田上禾輦路 1 號沙田政府合署 1 樓 1/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories	9:00 am – 5:00 pm	9:00 am – 1:00 pm	2697 9813
大埔郵政局 Tai Po Post Office	新界大埔汀角路 1 號大埔政府合署地下 G/F, Tai Po Government Offices, 1 Ting Kok Road, Tai Po, New Territories	9:00 am – 5:00 pm	9:00 am – 1:00 pm	2650 8702

投寄局 Acceptance Office	地址 Address	辦公時間 星期一至五 Office Hours Monday - Friday	辦公時間 星期六 Office Hours Saturday	電話 Telephone
將軍澳派遞局 Tseung Kwan O Delivery Office	新界將軍澳唐賢街 30 號將軍澳政府合署北座 地下 G/F, North Tower, Tseung Kwan O Government Offices, 30 Tong Yin Street, Tseung Kwan O, New Territories	9:00 am – 5:00 pm	N/A	2703 7483
荃灣郵政局 Tsuen Wan Post Office	新界荃灣西樓角路 38 號荃灣政府合署 1 樓 1/F, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan, New Territories	9:00 am – 5:00 pm	9:00 am – 1:00 pm	2417 6455
屯門中央派遞局 Tuen Mun Central Delivery Office	新界屯門兆麟街 19 號兆麟政府綜合大樓 4 樓 及 4 樓閣 4/F and 4M/F, Tuen Mun Siu Lun Government Complex, 19 Siu Lun Street, Tuen Mun, New Territories	9:00 am – 5:00 pm	N/A	2452 6539
元朗派遞局 Yuen Long Delivery Office	新界元朗青山公路元朗段 269 號元朗民政事務 處大廈地下 G/F, Yuen Long District Offices Building, 269 Castle Peak Road (Yuen Long), Yuen Long, New Territories	9:00 am – 5:00 pm	N/A	2478 0504