

Notice for Collection of Electors' Information
2020 Legislative Council General Election – Functional Constituencies
(Other than the District Council (second) Functional Constituency)

Date of election: 6 September 2020

After submission of the nomination form, each candidate may request the following two items of electors' information:-

- (1) a set of “Candidate Mailing Label System” USB flash drives and its User Guide; and/or
- (2) a set of mailing labels of registered electors for the relevant Functional Constituency (**excluding electors who have provided their e-mail addresses (except those in the custody of the Correctional Services Department), and those who have requested no receipt of election mail**) (size of each label is 102mm (L) x 36mm (W)).

To avoid wastage of resources, candidates should carefully consider their publicity plan before requesting the above item(s). Upon confirmation of the item(s) requested, the candidate or the election agent is required to return the completed reply slip of “Notice for Collection of Electors' Information” together with the “Undertaking on the Use of Electors' Information” (see attachment) by facsimile transmission (Fax no.: 2205 2395) or e-mail (e-mail address: cmls@reo.gov.hk) to the Registration and Electoral Office.

Upon receipt of the duly completed reply slip and undertaking, we will contact the candidate or election agent by telephone within two working days to confirm receipt of the relevant documents. When the requested item(s) is/are available and the candidate has been accepted as validly nominated, we will inform the candidate or election agent by telephone to collect the item(s) at the Registration and Electoral Office on 14/F, Pioneer Centre, 750 Nathan Road, Kowloon.

Environmentally-friendly Promotion

To protect the environment and reduce the consumption of paper and other resources, we encourage candidates to send the election promotional materials to electors in the following ways as far as possible:

- Please carefully consider the publicity plan and the quantity of promotional mail before requesting the mailing labels.
- Please use joint election mails for promotion (applicable to Labour Functional Constituency (“FC”) only) (about half of the mailing labels and number of letters can be saved if two candidates in Labour FC jointly send out one election mail to electors for promotion);
- Please use the information in the “Candidate Mailing Label System” to send electronic election mail to electors who have provided their e-mail addresses in lieu of hard copy^{1, 2}; and
- To respect the wish of the electors who have provided their e-mail addresses to support environmental protection and the wish of the electors who have requested no election mail, candidates should consider carefully if it is absolutely necessary to send hard copy of election mail to these electors.

Registration and Electoral Office

July 2020

¹ To prevent the e-mail containing the election mail from being mis-detected as spam e-mail and blocked by the system, candidates are advised to understand the relevant policies and preventive measures adopted by the relevant e-mail service providers before arranging the sending of election mails to their electors through e-mail in bulk. If necessary, candidates may consider first applying to the e-mail service providers for raising the daily sending limit of their e-mail accounts.

² We encourage candidates are encouraged to provide in the electronic election mail a means or option for electors to stop receiving further promotional e-mails. After sending out your e-mail, if you receive an elector's indication that he/she does not wish to receive further promotional e-mail, please respect his/her wish to avoid causing nuisance.

Reply Slip

**Please SUBMIT WITH
Undertaking on the Use
of Electors' Information**

To: Chief Electoral Officer
(Fax No: 2205 2395) / (e-mail address: cmls@reo.gov.hk)

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2020 Legislative Council General Election – Functional Constituencies
(Other than the District Council (second) Functional Constituency)

Date of election: 6 September 2020

I would like to obtain (Please ✓ in the appropriate box(es)):

A set of “Candidate Mailing Label System” USB flash drives and its User Guide

A set of mailing labels of registered electors for the relevant Functional Constituency

(Excluding electors who have provided their e-mail addresses (except those in the custody of the Correctional Services Department), and those who have requested no receipt of election mail)

Please notify me by telephone when the above item(s) is/are available for collection.

Signature of Candidate/Election Agent* : _____

Name of the Candidate (BLOCK LETTERS) : _____

Name of the Election Agent (BLOCK LETTERS)(if applicable) : _____

Name of the Functional Constituency : _____

Contact Numbers of the Candidate/Election Agent : _____

E-mail Address# : _____

Date : _____

* Please delete as appropriate.

The “Candidate Mailing Label System” USB flash drives are protected by a password. The Registration and Electoral Office will separately send the password to you by e-mail.

For the Registration and Electoral Office's use only

Reference no:

The electors' information is available for collection on _____ (Date).

The Candidate/Election Agent* has been informed on _____ (Date).

Date of Receipt
& Time

/ / 2020

Name of Officer
(BLOCK LETTERS): _____

Post: _____

Signature
of Officer: _____

Date: _____

Personal Information Collection Statement

Please note the following with regard to the personal data supplied in connection with the Notice for Collection of Electors' Information ("Notice") –

(a) **Purpose of Collection**

The personal data and other related information supplied in connection with the Notice will be used by the Electoral Affairs Commission, the Registration and Electoral Office, the Returning Officer for the relevant constituency, and other related government departments and organisations for election-related purposes.

(b) **Transfer of Information**

The personal data and other related information supplied in connection with the Notice may be provided to other authorised departments, organisations or persons, including but not limited to the law courts for election-related purposes.

(c) **Access to Personal Data**

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

(d) **Enquiry**

Enquiries concerning the personal data collected by means of the Notice (including requests for access to and corrections of personal data) should be addressed to the Chief Electoral Officer (Address: 10th Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong).