

更換隊員表格 2019

CHANGE OF TEAM MEMBER FORM

www.oxfamtrailwalker.org.hk

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無窮世界
World
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Poverty

請以英文正楷清楚填寫下列各項資料。資料不全，恕不接受。如需更多表格，請自行影印。

Please provide all the required information in **BLOCK LETTERS**. Incomplete applications will not be accepted. Please photocopy this form if you need more forms.

1 新隊員 / 隊長資料 PARTICULARS OF NEW MEMBER / LEADER

隊伍編號 Team no.:

1.1 更換新隊員 New Team Member

或 OR 更換新隊長 (不適用於公開組隊伍) New Team Leader (not applicable to Open Teams)

名字 First name _____ 姓氏 Surname _____

性別 Gender _____ 香港身份證 / 護照號碼 HKID / Passport no. _____ ()

國籍 Nationality _____ 職業 Occupation _____

出生日期 Date of birth _____ 日 DD _____ MM _____ 年 YYYY 電郵 Email _____

主要聯絡電話 Tel. no. _____ 其他聯絡電話 Other tel. no. _____

地址 Address _____

曾否參加「樂施毅行者」 Previous Oxfam Trailwalker experience? 有 Yes, _____ 次 time(s) 沒有 No

於 1.1 所列參加者將代替以下人士參加活動 The person named in 1.1 is to replace:

1.2 姓名 Name _____

活動舉行期間，如遇有緊急事故，請通知 In case of an emergency during the event, please contact:

先生 / 女士 Mr. / Ms. _____ 電話 Tel. _____

請選擇以下合適的通訊方式。Please tick to choose to receive the following correspondence.

中文通訊 Correspondence in Chinese 或 OR 英文通訊 Correspondence in English

大會將盡量利用電子郵件與參加者聯絡以節省行政費用。如閣下希望我們以郵遞方式與你通訊，請在方格上加上剔號。

In order to reduce administrative costs, the Organiser would like to communicate with you through email. If you prefer correspondence by post, please tick this box.

2 此欄由原有隊長填寫 TO BE FILLED IN BY THE ORIGINAL TEAM LEADER AS APPROVAL

更換隊員或隊長，均須由原有隊長填寫。(只適用於特別隊伍及特定籌款額隊伍)

For changing team members and/or the leader. The information below MUST be filled in by the original team leader. (Applicable to special teams and pledge teams only)

(原有) 隊長姓名 Name of the original team leader _____

(原有) 隊長香港身份證 / 護照號碼 HKID / Passport no. of the original team leader _____ ()

簽名 Signature _____ 日期 Date _____

個人資料使用聲明 IMPORTANT NOTICE ON PERSONAL DATA USAGE

您所提供的資料將保密處理，只會被樂施會及受其委託的服務提供者用作捐款處理、寄發收據及有關活動通訊用途。

為了向您匯報樂施會的扶貧、倡議及發展教育工作，以及籌募和活動資訊，樂施會及受其委託的服務提供者將會透過您提供的聯絡方法(包括姓名、電話、電郵及郵寄地址)，為您提供通訊、籌募、義工招募及相關資訊，以及用作收集意見之用途。若您不願意收上述資訊及資料，請在方格上加上剔號。

The personal data collected will be handled confidentially and will be used by Oxfam and its service providers for the purposes of donation, administration, receipt issuance and related communications. To connect closely with you and to keep you informed of Oxfam's work against poverty as well as advocacy, development and fundraising progress, Oxfam Hong Kong and its service providers may use your contact information (name, telephone, email and address) for the purposes of communications, fundraising, volunteer recruitment and survey administration. If you would not like to receive such materials or communications, please tick the box.

首席贊助
Principal Sponsor

AIA Vitality
健康程式

樂施毅行者 OXFAM TRAILWALKER 2019

參加隊伍如欲更換隊員，可於10月15日或之前登入「樂施毅行者」網站 www.oxfamtrailwalker.org.hk 辦理相關手續。如隊伍需要於10月5日之後更換隊員，請填妥此表格及繳交手續費，然後寄往香港北角馬寶道28號華匯中心17樓樂施會收，或傳真至2527 6213。

更換隊員須知

- 為公平起見，所有公開組隊伍均不得更換隊長，否則會被取消資格。
- 如需更換隊員，請按下列指示辦理相關手續：

階段	費用	日期	程序
提交確定隊員資料	免費	6月5日至10月15日	登入樂施毅行者網站提交新隊員詳細資料，或將新隊員資料直接填寫在登記表格上，並以傳真、電郵或郵寄至樂施會。
逾期更換隊員第一階段	每位新隊員港幣200元*	10月16日至11月8日	必須經網上或填寫更換隊員表格連同付款證明郵寄或親身遞交至樂施會。
逾期更換隊員第二階段	每位新隊員港幣500元	11月9日至15日	須於活動當日即填填寫更換隊員表格，並以現金繳付手續費。

* 隊伍請將更換隊員手續費（每名新隊員港幣200元）存入以下樂施會之銀行戶口：

	中國銀行	恆生銀行
銀行櫃位 (請告知櫃員閣下之隊號)	012-874-0-013039-1	284-401080-010
自動櫃員機及網上理財		

請在銀行存款收據正本背面，或網上轉賬「確認指示」列印本之備註欄內，填上隊號及隊長英文姓名，然後郵寄或遞交至樂施會，信封面請註明「樂施毅行者2019更換隊員」及隊號。

- 如需於10月5日後更換隊員，請於10月16日至11月8日期間辦理手續及繳付每名新隊員港幣200元之手續費。
- 如需於10月8日後更換隊員，請於活動當日辦理手續及繳付每名新隊員港幣500元之手續費。
- 所有更換隊員手續費一經繳交恕不發還。手續費並非捐款，不可用作申請稅項寬減。
- 由於「樂施毅行者」是一項講求體力和合作的隊際活動，參加者必須有足夠時間訓練體能及建立團隊精神，以應付100公里的挑戰。因此，各隊伍應盡量避免於前一個月更換隊員，尤其不適宜於活動日臨時更換隊員。

請注意

已確認獲參加資格的隊伍如欲退出，應及早以書面通知大會，以便大會安排輪候隊伍補上。任何隊伍倘欲退出，敬請留意以下最低籌款額：

8月26日或之前書面通知退出	毋須籌款
8月27日至11月8日以書面通知退出	港幣3,800元 港幣36,000元 (特定籌款額隊)
活動日臨時退出/ 缺席	港幣7,600元 港幣72,000元 (特定籌款額隊)

凡未能遵守上述規則之隊伍，本會有權不接受其所有隊員日後申請參加「樂施毅行者」。

於11月15日出發當天，所有參加者必須於起點簽署以下聲明：

1. 參加者聲明及保證

本人現組隊參加「樂施毅行者2019」，謹此聲明並作出保證：
本人確認是自願參加「樂施毅行者2019」和願意承擔自身的風險及責任。本人倘於參加「樂施毅行者2019」期間或其後，或者發生於本人未能完成「樂施毅行者2019」的情況下而退出此活動後，或者在練習期間，或者在往返途中，或者在其他場合，因意外或不幸事故，或者在由此活動引起或與此活動相關的情況下死亡、受傷、財物損毀、遺失，或遭受任何其他經濟損失或任何隨之發生之損失，本人將自行承擔一切責任。樂施會（主辦機構）、贊助機構或任何對此活動提供醫療、膳食、物流、資訊科技或其他支援或服務之機構或人士（或任何上述機構 / 人士之董事、僱員、代理人或承辦商，或任何與上述機構 / 人士有關聯之人士），毋須就此作出任何賠償或負上任何法律責任。倘若本人在活動期間發生事故，因而導致此活動之主辦機構支付額外費用，本人願意向此活動之主辦機構作出賠償。本人同意樂施會有權在任何時候取消「樂施毅行者2019」，並毋須事先發出有關通知。

2. 籌款保證

本人謹此聲明並作出保證：

- 「樂施毅行者」是一項籌款活動，每支參加隊伍（包括已確認參加資格、卻在沒有事先以書面通知大會的情況下未有出發之隊伍），須為樂施會至少籌款港幣7,600元（倘本人所屬之隊為特定籌款額隊伍，則須至少籌款港幣72,000元）。本人（以本人及隊友名義）同意及確認為樂施會籌集之捐款，必須達到樂施會所要求之最低限額。
- 本人與隊友透過參與「樂施毅行者2019」而直接或間接籌得之捐款，將悉數捐予樂施會。本人絕不會將有關款項捐予其他機構。
- 如本人所屬之隊伍籌款未達最低限額，大會將有權不接受本人及 / 或本人之任何隊友參加日後之「樂施毅行者」活動。
- 所有資料將於7年後於記錄中刪除。

3. 授權使用影音製品

本人謹此聲明並同意：

本人知悉樂施會可以在有關「樂施毅行者」之任何宣傳物品中（包括但不限於樂施會之任何網站），或就樂施會之任何推廣或籌款活動，使用對於本人、本人之隊友或支援隊員參與「樂施毅行者2019」及其相關活動期間之影像及 / 或聲音進行攝影、攝錄或錄音所得之任何照片、影片、錄影帶、錄音帶或其他影音製品，而事先毋須諮詢任何人或取得任何人批准，亦毋須就此向任何人支付任何款項。

4. 參加者個人資料

本人同意樂施會有權收集、儲存及使用本人在一份或多份的表格（包括電子形式）上所填報之個人資料（以個人資料（私隱）條例之定義為準）以作「樂施毅行者2019」相關的用途（包括但不限於籌備、推廣或宣傳「樂施毅行者2019」）。本人同意該收集、儲存及使用均屬合法。本人亦同意樂施會可將本人之個人資料發放予其代理人、繼承人、支持機構及其他有關團體以作「樂施毅行者2019」相關的用途。

5. 參加者健康申報

本人聲明本人精神狀況良好及身體健康，並且有能力應付此活動，及未曾經執業醫生診斷體能不適合參與此活動。

此「聲明」只供參考，正式版本將詳載於樂施毅行者手冊，敬請留意。

If you want to make changes to your team members, please log in to your account on our website (www.oxfamtrailwalker.org.hk) and change your team members' information by 15 October.

If you want to make changes to your team members after 15 October, please fill in this form, pay the fee and return it to Oxfam by post (17/F, China United Centre, 28 Marble Road, North Point, Hong Kong) or by fax (2527 6213).

NOTES FOR CHANGING YOUR TEAM MEMBERS

- In the interest of fairness, the leader of each team in the Open Team Category cannot be changed. Changing the team leader will result in the disqualification of the whole team.
- You can change your team member(s) during the following periods:

Phase	Fee	Period	Procedure
Submission of Particulars of Confirmed Team Members	Free	6 June to 15 October	Submit team members' details through the Oxfam Trailwalker website, or fill in the Registration Form and fax, email or post it to Oxfam.
Late Change of Team Member Phase I	HKS200* per new member	16 October to 8 November	Fill in the Change of Team Member Form and submit it with proof of your payment to Oxfam online, by post or by hand.
Late Change of Team Member Phase II	HKS500 per new member	9 to 15 November	Fill in the Change of Team Member Form and pay the fee in cash on site during the event.

* Teams can pay the fee for changing team members (HKS200 for each new member) by transferring it into Oxfam Hong Kong's bank account below:

	Bank of China	Hang Seng Bank
Deposit at a bank branch (Please inform the teller of your team number)	012-874-0-013039-1	284-401080-010
Through ATM or e-Banking		

Please write your team number and leader's name on the original copy of the deposit slip or in the remarks section when making the transfer online, and submit it to Oxfam Hong Kong. Please write 'Oxfam Trailwalker 2019 Change of Team Member' and your team number on the envelope.

- If a team member is changed after 15 October, the form and fee of HKS200 for each new member should be submitted between 16 October and 8 November.
- If a team member is changed after 8 November, the form and fee of HKS500 for each new member should be submitted on the event day.
- The change of member fee is non-refundable. It cannot be regarded as a donation and is not tax-deductible.
- Oxfam Trailwalker is a challenging team event. Participants are strongly recommended to leave adequate time for training and team-building before the event. Please avoid changing team members in the last month before the event. Changing team members on the day of the event is also not advised.

KIND REMINDER

Please take note of the minimum sponsorship required if you are a registered team and wish to withdraw from the event:

Withdrawal with written notice on or before 26 August	Sponsorship not required
Withdrawal with written notice between 27 August and 8 November	HKS3,800 HKS36,000 (Pledge Team)
Absence or withdrawal on the event day	HKS7,600 HKS72,000 (Pledge Team)

The Organiser reserves the right not to accept applications for future Oxfam Trailwalker events from any member of a team which has failed to comply with the above stipulations.

All participants will be required to sign a disclaimer at the Start Point on 15 November.

1. Disclaimer/Indemnity:

I, the undersigned, wish to enter Oxfam Trailwalker 2019. I confirm and agree that I take part in this event entirely at my own risk and responsibility and that I will not hold Oxfam (the Organiser), any sponsor of this event or any organisation or person providing medical, catering, logistical, IT or other support or services for this event (or any director, employee, agent or contractor of any of the foregoing or any person otherwise associated with any of the foregoing) responsible for death or any injury or for any damage to or loss or destruction of property or any other economic loss or for any consequential loss, in any such case arising from any accident or mishap or otherwise arising from or connected with this event, including, if this happens, after I withdraw from Oxfam Trailwalker 2019 without finishing it, and whether during or after this event, in preparation for it, travelling to or from it or otherwise. I also agree to indemnify or reimburse the Organiser in respect of any additional expenses or costs incurred by the Organiser arising from or in connection with my participation in this event. I acknowledge that the Organiser reserves the right to cancel Oxfam Trailwalker 2019 at any time without prior notice.

2. Undertaking to raise sponsorship:

I, the undersigned,

(a) acknowledge that Oxfam Trailwalker 2019 is a fundraising event, that all teams (including those whose registration is confirmed but who do not participate in this event without giving written notice to the Organiser of this event before it starts) must raise at least HK\$7,600 for Oxfam (and that, if my team is a Pledge Team, we must raise at least HK\$72,000) and I confirm and agree (for myself and on behalf of my teammates) that my team will raise the minimum amount so required to be raised by us for Oxfam;

(b) undertake that all funds raised directly or indirectly from my participation in Oxfam Trailwalker 2019 will be paid in full to Oxfam and that I will not seek to raise funds for other organisations through my participation in Oxfam Trailwalker 2019;

(c) acknowledge that the Organiser reserves the right not to accept me and/or any of my teammates in all future Oxfam Trailwalker events if we fail to raise the minimum amount required.

(d) acknowledge that all collected records will be destroyed and deleted after 7 years.

3. Agreement to grant rights in respect of image and voice

I, the undersigned, hereby acknowledge and agree that Oxfam may (without reference to, and without the prior approval of, or any payment to, any person) use, in any publicity material connected with Oxfam Trailwalker (including but not limited to any of Oxfam's websites) or in connection with any of Oxfam's promotional or fundraising activities, any photograph, film, videotape, record or other reproduction of the image and/or voice of me, my teammates or members of my support team who take part in Oxfam Trailwalker 2019 and its related activities.

4. Participants' personal data

I agree that Oxfam is permitted to collect, store and use my personal data (as defined in the Personal Data (Privacy) Ordinance) as provided by me on one or more forms (including electronic forms) for the purpose of or in connection with Oxfam Trailwalker 2019 (including but not limited to the organisation and promotion of and publicity for Oxfam Trailwalker 2019) and that such collection, storage and use are lawful in these circumstances. I further agree that Oxfam may pass my personal data to its agents, successors, supporting organisations and other related parties for the purpose of or in connection with Oxfam Trailwalker 2019.

5. Participants' medical history

I am medically and physically fit and capable of participating in Oxfam Trailwalker 2019 and have not been otherwise advised by a qualified medical practitioner.

This "Disclaimer" is subject to further amendment. Official version will be published in the Information Booklet of Oxfam Trailwalker.