

**Race Application – Team Information 隊伍資料****1. Team Name and Organization 隊伍名稱與機構**

1.1 Team Name must be filled upon your application. If team name is missing or it is not a valid team name, your race application and practice booking will not be proceeded.

於報名時填寫隊伍名稱，否則本會將不受理該報名及預約練習之申請。

1.2 Team Name will be shown in race publications. Teams must also fill in the Organization name, write down “private team” if your team does not belong to any organizations.

隊伍名稱將會刊登在大會刊物。另外隊伍必須填寫機構名稱，如貴隊伍並不屬於機構請填上[私人機構]。

**2. Team Manager and Contact Person 領隊與聯絡人**

2.1 Team manager is the emergency contact of the team and is liable for all issues/ happening of the team during the period of practices and races.

各隊領隊是隊伍之緊急聯絡，並有責任處理各隊員於練習期間發生的何事。

2.2 Only inquiries and requests made by Team Manager would be accepted. Should there be any inquiries or amendments on race entry, race arrangements and practice schedule, please contact the organizer via written notification and the organizer would confirm upon receipt.

各隊何有關報名、賽事練習之疑問或更改，本會只受各隊伍隊長的查詢及關安之決定。書面形式通知賽會並賽會回覆作實。

**3. Amendments on enrolment information 更改參賽資料**

3.1 Teams are allowed to change the team's name **ONCE** and notify the organizer via email within 2 weeks after submitting the application. Administration Fee of HK\$500 will be charged for any amendments afterward.

各隊伍只可更改名稱一次並於提交報名表的兩星期內以電郵通知為實。如需再次更改，賽會將收取行政費用港幣 500 元。

3.2 Team must notify the association via email the soonest if there are any changes on contact information (such as change of contact person, address and contact number) of the team.

隊伍如需更改聯絡資料（如更改隊或絡人、地址及絡電話），必須以電郵儘早通知本會。

**Race Application – Entry Option 參賽選項**

PACKAGE DETAILS	PACKAGE	REGULAR ENTRY
Race Entry 龍舟賽事	√	√
Practice Sessions with Equipment X 6 hours 練習及器材 6 小時	√	
Marquee X 1 帳篷 1 個	√	
Official Race Day Steersman X 1 Person 大會舵手 X 1	√	

**Race Application - Crew & Entry Group 隊員參賽組別**

1. Each boat must carry at least 12 paddlers and up to 18, and with 1 steersman and 1 drummer. All competitors must be 12 years of age or above.

每賽人數為 20 人包括 18 槳手、1 舵手和 1 鼓手，每場出賽槳手不可少於 12 人，參加者必須年滿 12 歲。

2. There is no gender restriction on drummers and/or steersmen.

舵手及鼓手不設性別限制。

3. Crew requirements of Entry groups. 參賽組別之隊員求

**3.1 Open 公開組**

No gender restriction for this category.

組別沒性別限制。

**3.2 Mixed 混合組**

Mixed Teams must have a minimum of 8 and maximum of 12 female paddlers on board.

混合組每隊出賽不可少於 8 位及不可多於 12 位女隊員。

**3.3 Ladies 女子組**

Each member of Ladies' teams must be female. Except the helmsman & drummer.

女子隊所有隊員必須為女性，唯舵手和鼓手可用男子。

**Race Day Arrangement - Marquee Rental 帳篷租借**

1. Rented marquee (Size: 3m X 3m X 2.5m) are provided by the Association, the rental fee is HK\$800 per booth. Teams are not allowed to use their own marquees.  
帳篷 ( 3 米 X 3 米 X 2.5 米(高) ) 由大會提供租借服務(每個港幣 800 元)不可自備。
2. Unauthorized promotional activity is strictly prohibited. Teams can only hang a banner with a team name with/out team logo in the front of the marquee. The size of the banner should be within **3m (width) x 20cm (height)**. The team banner and flag, etc. are for identification only and should be placed inside the marquee. Please note that only team name and/or logo is allowed to be put on the banner/flag; otherwise, a fee of HK\$10,000 will be charged as for advertisements.  
任何未經准許的宣傳活動禁止進行。隊伍可自備隊伍橫額 ( 只可印有隊名/隊徽 )，尺寸為 3 米闊及 20 厘米高。任何橫額、旗幟、巨型海報或貼紙只可放帳篷內，及僅供識別之用。面積必需小於 3 米闊及 20 厘米高，和只可印上隊伍名稱/隊徽，超出以上尺寸 或內容之外隊伍，須繳付港幣 10,000 元之廣告費。
3. Location of marquee will be allocated by the Association. Reservation of specific marquee location will be charged with an additional fee HK\$500 per booth. Please contact the Association for more details.  
所有帳篷位置由本會安排，預留帳篷位置需付額外港幣 500 元 ( 每個帳篷 )，請向本會查詢。
4. Please notify the Association via email for cancellation or additional marquee rental. The cancellation has to be confirmed by the Association. Cancellation on marquee rental will not be accepted 2 weeks prior to the race day.  
如需取消或租用額外帳篷，請以電郵通知，本會將經電郵回覆作實。比賽前兩星期不可取消已租借之帳篷。

**Race Day Arrangement – Steersman 舵手**

1. Official Steersman 大會舵手 · HK\$800(up to 3 rounds) 全日賽事港幣 800 元
2. Non-official Steersman 非大會舵手  
Please refer to point 7.2 of session “Dragon Boat Practice”. 請參閱龍舟練習 第 7.2 項。

**Team Manager Meeting 領隊會議**

- *Details of the Team Manager Meeting will be announced later. 領隊會議之詳情請將於稍後公佈。*

**Dragon Boat Practice 龍舟訓練**

1. Practice Booking 預約練習時間
  - 1.1. Team who joins the entry Package is entitled to receive 6-hour practice. Teams can only choose on the Practice Booking Form (P. 2 of the application form). First, put [S] in the box of the date if steersman is needed. Put [T] after [S] if an official trainer is needed. Then prioritize your preferred practice time slots by ranking 1-3 whilst 1 indicates the highest preference.  
每隊在報名時如選擇套餐，會獲分配 6 小時練習，隊伍可於報名表第 2 頁選定練習日期。如需聘用大會舵手，請在所選的日期格內填上[S]；如需教練請於[S]號後加 [ T ]。選擇練習日期後，請選擇練習時段並以 1-3 排列首選之時段。
  - 1.2. Practice beyond the assigned 6 hours (per entry) will be charged at regular rate.  
獲分配之 6 小時外之練習另行收費。
  - 1.3. The Association also provides early morning (6-8 am) & night training (7-9 pm) sessions. Teams must hire official steersman for night sessions due to safety reasons.  
本會亦提供清晨(早上 6 時至 8 時)及晚間練習(晚上 7 時至 9 時)予有需要之隊伍。隊伍需付額外收費。基於安全理由，晚間練習的隊伍必須聘用大會舵手。
  - 1.4. Practice booking has to be confirmed by the Association. Please allow 10 working days for processing the booking or request.  
所預約之練習時段需由本會確認，處理需時約為 10 個工作天。
2. Practice Period 練習日期
  - 2.1. No Pre-race practice period set in 2023.  
本年度不設賽前練習。
  - 2.2. 6-hour practice included in the application must be used within 2023.  
報名時獲分配之 6 小時練習全年均可使用，但必須於 2023 年內使用。

**3. Fees 費用**

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Extra Practice – Standard oat Rental	HK\$600 per hour
額外練習 – 標準龍舟租船費	每小時港幣 600 元

Early Morning/Night Practice – Standard Boat Rental 清晨/晚間練習 -標準龍舟租船費 ( 0600 – 0800/1900-2100 )	HK\$800 per hour 每小時港幣 800 元
Extra Practice – Small Boat Rental <i>*Including Steersman</i> 額外練習 – 小龍舟租船費	HK\$1100 per hour 每小時港幣 1100 元
Official Trainer 大會教練	HK\$550 per hour 每小時港幣 550 元
Official Steersman 大會舵手	HK\$350 per hour 每小時港幣 350 元
Official Steersman – On Site Request 大會舵手 – 練習即日聘用	HK\$700 per hour 每小時港幣 700 元

#### 4. Cancellation Policy 取消預約

4.1. Once practice booking is confirmed, please contact the Association 4 working days in advance for any cancellations, alterations or addition of practice; otherwise, no refund or rescheduling will be provided.

練習時間表一經確認，若有意取消、更改或增加練習時間，請於 4 個工作天前作出通知及經本會同意，否則將不予退款或重新安排練習時間。

4.2. Cancellation of practice due to unfavorable weather conditions, call off by the Association or decided by the team, there will be no refund for Steersman, Trainer as well as boat rental fee.

因天氣欠佳取消練習(無論由賽會決定或隊伍自行決定)，舵手費、教練費及租船費用一概不發還。

#### 5. Type of Boat 練習船

Standard Dragon Boat will be provided for practice. Additional fee will be charged for hiring a Small Dragon Boat. 練習日只提供標準龍舟。如果需租用小龍舟，需付額外收費。

#### 6. Location 練習地點

Stanley Dragon Boat Training Centre and the race venue is located at Stanley Main Beach (Next to Hong Kong Sea School). Participants can get to the Stanley Bus Terminus by bus no. 6, 6X, 63, 65, 73, 260, 973 or 14, then reach the training center from Stanley Police Station side with a 2-minute walk, or take mini bus no. 40 or 52 to Hoi Fung Path with a 1-minute walk.

訓練和比賽地點為赤柱正灘，赤柱龍舟協會龍舟訓練中心(香港航海學校旁)。參加者可以乘坐 6、6X、63、65、73、260、973 和 14 號巴士到達赤柱巴士總站，往赤柱警署方向步行約 2 分鐘。另外，亦可乘搭小巴 40、52 或 16 號至海風徑下車，步行約 1 分鐘。

#### 7. Steersman 舵手

7.1. NO TEAM SHOULD MAKE PERSONAL ARRANGEMENT WITH THE OFFICIAL STEERSMAN and/or TRAINER OR PAY THEM DIRECTLY and bypass the proper booking procedure. Please make your payment to SRA officials during the practice if necessary.

所有隊伍均不可私下與大會舵手及/或教練預約練習時間(包括本會所舉辦之比賽或練習)，亦不可把費用交予舵手/教練。如有需要，請於練習當日將款項交予本會職員。

7.2. All Non-official steersmen must be assessed and registered with the SRA prior to practice and race day. Please contact the Association before submitting the race application form if your team will use your own steersman.

非大會舵手必需經本會考核，並於獲發許可證後方可在練習期間及比賽當日掌舵。如有需要，請在遞交參賽表格前與本會聯絡。

#### 8. Trainer 教練

8.1. SRA trainers are experienced and familiar with the Association's races. They will be delivering Dragon Boating technique and race information to teams.

本會教練經驗豐富並熟悉本會所舉辦之賽事，為隊伍提供龍舟活動之專業技巧及有關比賽的信息。

8.2. All non-official trainers must be registered with the Association prior to practice. Please contact the Association for details.

所有參賽隊自行安排之教練，必須持有本會發出的效許可證提早登記，請與本會聯絡以索取更多資料。

#### Payment 收費

1. The Entry Fee is non-refundable, even in the case of team withdrawal. Payment should be settled in due course when the application is submitted. Please keep a copy of your application for record.

報名時請一併付費，如退出或棄權，報名費用概不發還。遞交表格前請自行複印存檔以作紀錄。

2. The enrollment and practice booking will only be confirmed upon receipt of payment.

費用收訖後，賽事報名及練習預約方可作實。

3. All payments must be settled 2 weeks before the start of training. Cheque payment will not be accepted 2 weeks before the race. Please arrange bank transfer to settle the payment instead.  
所有費用須在開始練習前至少兩星期繳付。賽前兩星期不受支票付款，請以銀行轉帳付。
4. Please submit payment proof to the Association by email after settling the payment.  
付費後請電郵付費紀錄予大會以作紀錄及作實。

**Important notes 重要事項**

1. Please read all documents related to the races and practices, including but not limited to “Race Manual” and “Race rules and regulation” thoroughly.  
請仔細閱讀本會關賽事及練習之文件，包括並不限於參賽手冊參賽規則。
2. Liability Waiver must be submitted to the Association at least 2 weeks before the races.  
「參賽聲明書」必須於比賽兩星期交回本會。
3. Confirmation receipt will be sent to teams upon completion of race enrollment. Please allow no less than 10 working days to process your application.  
報名完成後，隊伍將收到本會發出之確認收據。處理比賽申請大約並不少於 10 個工作天。
4. All rights reserved by the Organizer (Stanley Residents Association Limited).  
赤柱居民會有限公司保留最終定權。