

民政事務總署
牌照事務處
香港北角電氣道 183 號
友邦廣場 25 樓 2503-05 室



HOME AFFAIRS DEPARTMENT
OFFICE OF THE LICENSING AUTHORITY
Room 2503-05, 25/F.,
AIA Tower, 183 Electric Road,
North Point,
Hong Kong

本署檔號 Our Ref. HAD/LA/15/4/5/2 Pt. 2
來函檔號 Your Ref.

電話 Tel.: 2116 5230
傳真 Fax: 2511 3860

9 October 2020

To : Operators of Amusement Game Centre

Dear Sir/Madam,

Anti-epidemic Fund Amusement Game Centres Subsidy Scheme

The Government established the Anti-epidemic Fund (the Fund) to launch a series of schemes (including the Amusement Game Centres Subsidy Scheme) to combat the COVID-19 pandemic and to provide timely assistance or relief to enterprises and members of the public. I write to inform you that a fresh round of Amusement Game Centres Subsidy Scheme has been launched under the Fund to provide a one-off subsidy of \$50,000 to eligible operators of amusement game centre. Each eligible operator should complete the prescribed Application Form (copy attached) and return it to the Office of the Licensing Authority under the Home Affairs Department **on or before 9 November 2020**. You may refer to the attached “Amusement Game Centres Subsidy Scheme – Guide to Application” for more details.

Yours sincerely,

(Signed)
(Moses LAU)
for Director of Home Affairs

Encl.

Anti-epidemic Fund Amusement Game Centres Subsidy Scheme

Guide to Application **(Application period: 9 October 2020 to 9 November 2020)**

Introduction

The Amusement Game Centres Subsidy Scheme established under the Anti-epidemic Fund (“AEF”) provides subsidies to eligible operators of licensed amusement game centres (“AGCs”) under the Amusement Game Centres Ordinance (Cap. 435), eligible operators of e-sports venues that have been duly exempted, or have applied for but not yet obtained an exemption for e-sports operation, from Cap. 435 and eligible operators of internet computer services centres (“ICSC”) registered with the Office of the Licensing Authority (“OLA”) under the Home Affairs Department. Each eligible operator may apply for a one-off subsidy of \$50,000.

Eligibility

2. The operator must fulfill the following criteria in order to become eligible under this subsidy scheme:

(a) be either one of the following:

- (i) the holder of an AGC licence that is valid for any period within the period from 15 July 2020 to 10 September 2020 (“the specified period”¹), and such licence application was made on or before the publication of the relevant direction (G.N. (E.) 79 of 2020) under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) on 13 July 2020;
- (ii) the person-in-charge of an e-sports venue which has been exempted from Cap. 435 for any period within the specified period;
- (iii) the applicant for an AGC exemption for e-sports operation which was in place before the announcement of the third round of the AEF on 15

¹ The period which AGCs were ordered to closed in accordance with the directions issued by the Secretary for Food and Health under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) .

September 2020; or

- (iv) the person-in-charge of an ICSC in operation registered with the OLA² before the announcement of the third round of the AEF on 15 September 2020;

and

(b) the AGC / e-sports venue / ICSC concerned is still in operation and the subject AGC licence (or such renewed licence) / exemption from Cap. 435 / e-sports exemption application / ICSC registration of an eligible operator should remain valid at the time of submitting an application under this subsidy scheme.

3. Operators mentioned in paragraphs 2(a)(iii) and 2(a)(iv) should substantiate that the concerned premises are genuine e-sports venues and ICSCs respectively. To achieve this purpose, the relevant operators are required to submit the following supporting documents / information (and other documents / information as required by the OLA) for vetting:

- (a) for operators of e-sports venues, such operators should submit the detailed mode of operation (if they had not done so for their exemption application) to substantiate that the concerned premises are genuine e-sports venues;
- (b) for operators of ICSCs, photocopies of the business registration certificates and other relevant documentary proofs (including but not limited to contracts with / bills from internet service providers providing internet connection services) should be submitted by the operators to demonstrate that the venues have all along been operating as ICSCs on or before the publication of the relevant direction (G.N. (E.) 79 of 2020) under Cap. 599F on 13 July 2020.

Failure to submit the above documents / information and other documentary proofs as required by the OLA may render an operator ineligible under this subsidy scheme.

² The applications from non-registered ICSCs which were established before August 2003 and have been in operation in the same premises since then would be considered on a case-by-case basis.

4. An operator of a registered ICSC may also be applying for an AGC exemption for e-sports operation for the same premises. Such operator should only be entitled to one subsidy under this subsidy scheme for the same premises.

5. If non-compliance with the closure order under Cap. 599F or with the licence / exemption conditions (if applicable) is identified, the Government reserves the right of taking appropriate action on the application for a subsidy.

Application period and procedures

Application period

6. Completed application forms with the required document(s) must be submitted to the OLA between 9 October 2020 and 9 November 2020 (both dates inclusive) by post, by fax, by email or in person. **Late submission of application forms will not be accepted.** For applications submitted by post, the postmark date will be taken as the date of submission. For applications submitted by fax or email, while the date of the facsimile or email will be taken as the date of submission, the applicant should submit the original signed copy to the OLA by post or in person as well.

Application procedures

7. Operators may download the application form on the website of the OLA (www.hadla.gov.hk) or obtain it from its office. Completed application forms, together with the documentary proofs (if applicable) (see paragraph 3 above), should be submitted to the OLA by post, by fax, by email or in person. Should additional supporting documents / information be required, the OLA will get in touch with the applicant as soon as possible.

Disbursement of subsidy

8. Should the application be approved, the OLA will inform the applicant in writing and arrange to disburse the subsidy by crossed cheque by post to the premises address as specified in the application form.

Enquiry

9. For enquiries, please contact the OLA:

Email:	el@had.gov.hk
Telephone:	2116 5230
Fax:	2511 3860
Address:	Rooms 2503-05, 25/F, AIA Tower, 183 Electric Road, North Point, Hong Kong

防疫抗疫基金
遊戲機中心資助計劃
Anti-epidemic Fund
Amusement Game Centres Subsidy Scheme
- 申請表格 Application Form -

1. 處所類型 Type of Premises

- ☐ 持牌遊戲機中心 Licensed Amusement Game Centre (AGC)
(檔案編號 Ref.: T-_____)
- ☐ 獲豁免受《遊戲機中心條例》(第435章)規管的電子競技場地
Exempted Electronic Sports (e-sports) Venues under the Amusement Game Centres Ordinance (Cap. 435)
(檔案編號 Ref.: E-_____)
- ☐ 營運者已遞交豁免受第435章規管申請的電競場地 E-sports Venues which operator has applied for an exemption from
Cap. 435 (檔案編號 Ref.: E-_____)
- ☐ 已登記的互聯網電腦服務中心 Registered Internet Computer Services Centre (ICSC)¹
(登記年份/ 開業日期 Year of Registration / Date of establishment : _____)

2. 牌照持有人/處所負責人或申請人 Licence Holder/ Person-in-Charge or Applicant

姓名 Name: _____ (中文) _____ (Eng)

公司名稱 Name of Body Corporate: _____

(名稱須與牌照/申請表/申報表上的相同 The name must tally with that in the licence/ application form/ notification form)

3. 處所地址 Premises Address

(處所地址須與牌照/申請表/申報表上的相同 The premises address must tally with that in the licence/ application form/ notification form)

4. 收款帳戶 (牌照持有人/處所負責人/申請人/公司) 名稱 Name of Payee (Licence Holder/ Person-in-Charge/ Applicant/ Body Corporate) as Shown on Bank Account:

(收款帳戶名稱須與牌照/申請表/申報表上的相同 The name of payee must tally with that in the licence/ application form/ notification form)

5. 收取郵寄劃線支票地址 (如與處所地址不同) (請提供英文地址) Address for Receiving Crossed Cheque by Post (if different from the premises address) (Please provide address in English)

6. 證明文件 / 其他資料 Supporting Documents / Other Information:

(A) 適用於營運者已遞交豁免受第435章規管申請的電競場地 Applicable to e-sports venue which operator has applied for an exemption from Cap. 435:

- ☐ 本人已經提交詳細的營運模式, 以證明營運的場地是真正的電競場地。(若申請豁免的營運者尚未提交詳細的營運模式, 請參閱相關的申請表格 (即 E-1 表格) 的 (丙) 部分「擬建議為電子競技 (電競) 場地詳情」。

I have submitted the detailed mode of operation to substantiate that the venue in operation is a genuine e-sports venue. (For exemption applicants who have not done so, please refer to Part (C) "Details of the Proposed Electronic Sports (E-sports) Venue" of the relevant application form (i.e. Form E-1))

(B) 適用於已登記的互聯網電腦服務中心 Applicable to registered ICSC:

- ☐ 本人已將商業登記證和其他相關證明文件 (包括但不限於互聯網服務供應商的合同/賬單) 的影印本夾附於此申請表格, 以證明該場所一直都是以互聯網電腦服務中心的形式運作。

I have attached photocopies of the business registration certificates and other relevant documentary proofs to this application form (including but not limited to contracts with / bills from internet service providers providing internet connection services) to demonstrate that the venue has all along been operating as an ICSC.

如有需要, 牌照處或會要求營運者提交其他證明文件/資料。

The OLA may require the operator to submit other supporting documents/ information if necessary.

¹ 適用於已按《互聯網電腦服務中心經營者守則》向牌照事務處 (牌照處) 提交填妥的申報表作登記的互聯網電腦服務中心。如互聯網電腦服務中心早於2003年8月《守則》推出前已經開業並於同一處所營運至今, 有關營運者可填妥本表格並提交有關開業年期的證明文件/相關記錄, 牌照處會在遊戲機中心資助計劃下就有關個案作個別考慮。

Applicable to ICSCs registered by sending the completed notification form to the Office of the Licensing Authority (OLA) according to the "Code of Practice for Internet Computer Services Centres Operators" (the Code). If the ICSC was established before the Code was issued in August 2003 and has been in operation in the same premises since then, the relevant operator may complete this Form and submit it with supporting documents to the OLA for consideration under the Amusement Game Centres Subsidy Scheme on a case-by-case basis.

7. 聲明 Declaration

- (a) 本人（即本表格簽署人）聲明本人為本表格所示的牌照持有人／處所負責人或申請人。
I, the signatory of this Form, declare that I am the licence holder/ person-in-charge or applicant as specified in this Form.
- (b) 本人現代表表格內所示的處所聲明，本人已仔細閱讀「防疫抗疫基金 - 遊戲機中心資助計劃（下稱「該計劃」） - 申請指引」以及本表格的所有部分，並完全明白其中內容及同意遵守當中的所有條款及細則。
On behalf of the premises as specified in this Form, I now declare that I have carefully read all sections of the "Anti-epidemic Fund - Amusement Game Centres Subsidy Scheme ("the Scheme") - Guide to Application" and this Form and fully understand the contents thereof and agree to comply with the terms and conditions of the above documents.
- (c) 本人已閱讀以下「收集個人資料的聲明」及完全明白其內容。
I have read the following "Personal Information Collection Statement" and fully understand its contents.

收集個人資料的聲明 Personal Information Collection Statement

收集資料的目的：香港特別行政區政府（下稱「政府」）及其代理人會就該計劃使用本表格內及附交的資料（下稱「資料」），作下列一項或多項用途或作其他直接有關的用途：

Purpose of Collection: The data provided in and attached to this Form ("the Data") in respect of the Scheme, will be used by the Government of the Hong Kong Special Administrative Region ("the Government") and its agents for one or more of the following purposes and any directly related purpose:

- 在該計劃下辦理申請及領取款項事宜（如適用），並在有需要時就與該計劃有關的事宜聯絡你；
to process application and payment (if applicable) under the Scheme and if required, to communicate with you for matters relating to the Scheme;
- 執行該計劃，包括但不限於發放相關款項；及
to administer the Scheme, including but not limited to effecting payment; and
- 作法律規定、授權或准許的用途。
any other purposes as may be required, authorised or permitted by law.

提供的資料純屬自願，但你如果沒有提供足夠和正確的資料，有關申請可能無法處理。

It is voluntary for you to supply the Data but if you fail to supply any of the data required by this Form, the application may not be processed.

資料轉交的類別：你所提供的資料，或會向相關的政府政策局和部門及其代理人、銀行及資料的其他承轉人或其他參與該計劃的行政及運作的各方披露。

Classes of Transferees: The Data you provide may be disclosed to relevant bureaux and departments of the Government, their agents, banks and other transferees and any other parties involved in the administration and operation of the Scheme.

查閱個人資料：除了《個人資料（私隱）條例》（第486章）規定的豁免範圍之外，你有權要求查閱及改正未被刪除的個人資料。

Access to Personal Data: Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in this Form when the data have not been erased.

查詢：你的要求或查詢可以電郵（電郵地址：el@had.gov.hk）、傳真（號碼：2511 3860）或郵遞方式送交香港北角電氣道183號友邦廣場25樓2503-05室民政事務總署牌照事務處。

Enquiries: Your requests or enquiries should be addressed by email (email address: el@had.gov.hk), fax (no. 2511 3860) or by post to the Office of the Licensing Authority, Home Affairs Department at Room 2503-05, 25/F., AIA Tower, 183 Electric Road, North Point, Hong Kong.

- (d) 本人同意政府把該計劃的款項以劃線支票發放予收款帳戶，並寄往本表格內指定的處所。本人亦同意並承諾，如政府就該計劃向牌照持有人／處所負責人或申請人支付的款項超過既定款額，或因任何原因誤向該牌照持有人／處所負責人或申請人支付任何款項，本人定當立即通知政府並退回任何多付或誤付的款項，並同意賠償政府可能出現或招致的損失、損害賠償、費用、收費或支出，其中可能包括因延遲或未能退回多付或誤付的款項而出現的情況。
I agree that the payment under the Scheme be released to the name of payee by a **crossed cheque** by post to the address as specified in this Form. I also agree and undertake to notify the Government forthwith of any overpayment or any payment by mistake for whatever reason to the licence holder/ person-in-charge or applicant under the Scheme and refund the same to the Government and agree to indemnify the Government against any losses, damages, costs, charges and expenses which the Government may sustain or incur, which may include those as a result of delay in returning or failure to return such overpayment or payment by mistake.
- (e) 本人明白每一間合資格處所只可提交一份申請。重複遞交的申請將不獲處理。
I understand that only one application may be submitted for each eligible premises. Duplicate submission will not be processed.
- (f) 本人聲明在本表格填報及附交的資料均屬正確無訛。本人明白倘若本人蓄意或存心虛報資料或隱瞞任何事項，或錯誤引導政府以獲取該計劃的款項，本人可被刑事檢控。
I declare that the Data is true, complete and accurate. I understand that if I knowingly or willfully make any false statement or withhold any information, or otherwise mislead the Government for the purpose of obtaining payment under the Scheme, it will render me liable to criminal prosecution.
- (g) 本人同意，如提供予政府的資料／文件屬虛假、不完整、不準確、不正確、具誤導性或該申請並不符合資格，政府並無責任處理有關申請。
I agree that the Government shall have no obligation to process the application if any information/document(s) provided to the Government is at any time found to be false, incomplete, inaccurate, incorrect, misleading or such application is ineligible under the Scheme.

牌照持有人／處所負責人或申請人簽署* Signature of the licence holder/person-in-charge or applicant*	牌照持有人／處所負責人或申請人公司印章* (只適用於以公司名義申請的牌照持有人／處所負責人或申請人) Company Chop* (applicable where licence holder/person-in-charge or applicant is a body corporate)
(*牌照持有人／處所負責人或申請人簽署／公司印章須與牌照處記錄相符 <i>The signature of the licence holder/person-in-charge/applicant or the company chop must be the same with the record of the OLA</i>)	
簽署人姓名 Name of signatory:	
聯絡電話 Contact phone no.:	電郵地址 Email address:
日期 Date:	

重要事項 Important Note

請把填妥並已簽署的表格，以郵寄或親身交回牌照處。以郵寄方式提交的申請，將以郵戳日期為提交日期。以傳真或電郵提交的申請，傳真或電郵的日期將被視為提交日期，但申請人仍需向牌照處郵寄或親自補交已簽署的申請表格正本。 Please submit the completed and duly signed application form to the OLA by post or in person. For applications submitted by post, the postmark date will be taken as the date of submission. For applications submitted by fax or email, while the date of the facsimile or email will be taken as the date of submission, the applicant should submit the original signed copy to the OLA by post or in person as well.

只供內部填寫 For internal use only		
Checked by:	Verified by:	Endorsed by:
Date:	Date:	Date: