

(For Official Use only)

Application No.:

Date of Receipt:



## Urban Renewal Authority

### Application Form For

# Arts and Cultural Partnership Programme in Old Urban Districts : Pilot Scheme

#### Notes for Submission of Application Form

1. Interested parties are welcome to apply for sponsorship under the Urban Renewal Authority's (the "URA") Arts and Cultural Partnership Programme in Old Urban Districts: Pilot Scheme (the "Pilot Scheme") to serve residents in old urban areas. The URA will only consider applications which meet the criteria and requirements as stated in Parts III and IV of the Pilot Scheme Pamphlet (the "Pamphlet").
2. Duly completed and signed application form together with details of the proposed arts/cultural programme (the "Programme") specified in the application form shall be put in a sealed envelope marked "Confidential" and "Application for Arts and Cultural Partnership Programme in Old Urban Areas: Pilot Scheme" and sent by mail or by hand to General Manager (External Relations), Urban Renewal Authority, at 26/F, Cosco Tower, 183 Queen's Road Central, Hong Kong.
3. Applicants shall be responsible for the accuracy of the information provided. Upon receipt of an application form, the URA shall verify the information to confirm whether the applicants can satisfy all the application criteria and requirements. Applicants shall give consent to the URA to solicit verbal or written confirmation of all information on the application form from third parties and other sources.
4. The signing of this application form indicates that an applicant has already read, understood and agreed with the declaration in Section III of this application form. Applicants shall declare to the URA in this application form any interest where there may be real or apparent conflict, direct or indirect, during the application process with respect to the Programme.
5. By submission of this application, applicants are deemed to have accepted all the terms stated in this application form and the Pamphlet.
6. The relevant intellectual property rights derived from the Programme shall belong to the applicant. The successful applicant shall grant unconditionally to the URA the right to use the images, visuals and information of the Programme in its corporate venues, including but not limited to the following: publications, website, videos, Urban Renewal Exploration Centre and resource centres, for its corporate communication purposes only.
7. The provision of personal data by means of submission of this application form is voluntary. The information provided in this application form will be used by the URA to process this application. Enquiries concerning the personal data collected in this process by the applicant or representative(s) of the applicant, including any requests to have access to such data and/or to make any corrections, should be made in writing to the URA. The URA will process the request in accordance with its privacy policy as stated on its corporate website.
8. The URA is a public body under the Prevention of Bribery Ordinance (Cap. 201). The URA does not permit any of its employees to accept any advantage in connection with this application. The offer of an advantage to any employee of the URA with a view to influencing the process of this application may constitute an offence under the Prevention of Bribery Ordinance. Any such offence committed by an applicant or his employee(s) or consultant(s) or agent(s) will render the application null and void.
9. Successful applicants are required to commit to ethical practices. To this end, the successful applicants, their employees or agents should be prohibited from soliciting or accepting advantages in relation to the Programme. Successful applicants should be required to adopt good practices in relation to the Programme, including adopting fair and competitive means for procurement of goods and services and recruitment of personnel. Successful applicants are required to avoid and declare conflict of interest to the URA in using the sponsorship allocated to them.

## Section I : Particulars of Applicant

Name (Eng)

(Chi)

Registered Address

Correspondence Address

(if different from above)

Contact Person (Eng)

(Chi)

Title of Contact Person

Telephone Number

E-mail

Fax

Certified true copies of registration document submitted together with this application:  
(Please tick or delete as appropriate)

- Memorandum and Articles of Associations
- Certificate of Incorporation
- Business Registration Certificate
- Proof of exemption from tax under section 88 of Inland Revenue Ordinance
- Others (please specify)

## Section II : Details of the Programme

Programme Title (Eng)

(Chi)

Programme Description

Objectives

Sponsorship Applied under the Pilot Scheme

**Section II (Continued) : Details of the Programme** (Please use separate sheets to provide the information as appropriate)

<p>Programme Details</p>	<p>(a) Programme contents (objectives, timeframe with milestones, venues, target audience, number of participants, please also state whether it is open to the public and an income generating activity)</p> <p>(b) Implementation Plan</p> <p>(c) Promotion Plan</p> <p>(d) Expected outcome (benefits to the community)</p> <p>(e) Total estimated expenditures (with breakdown e.g. production, promotion, artist/curator fees etc, and including how the sponsorship to be applied under the Pilot Scheme will be spent)</p> <p>(f) Total estimated income, if applicable, e.g. sponsorship, donation and other means of financial contribution, income to be generated by the Programme</p> <p>(g) Key team members for organising this Programme</p> <p>(h) Please elaborate how this Programme:</p> <ul style="list-style-type: none"> <li>• reflects the URA's mission in creating a quality and sustainable urban living in Hong Kong</li> <li>• brings benefits to the local community, especially those residing in the old urban areas</li> <li>• addresses the issues of practicality, viability and legality</li> </ul> <p>(i) Please confirm if licences are required for the Programme (applicants must demonstrate their ability to obtain these licences)</p> <p>(j) Please confirm if the Programme complies with the local law and regulations</p>
<p>Past Experience</p>	<p>The applicant's past experience and track record in organising similar community programmes in Hong Kong</p>
<p>Declaration of Interest</p>	<p>The applicant must declare to the URA any interest where there may be real or apparent conflict, direct or indirect, with any of the activities performed by the applicant during the application process:</p> <p><b>Yes / Nil (Please tick or delete as appropriate.)</b></p> <p>If yes, pls provide the details:</p>

### Section III : Declaration and Signature

1. I/We read and fully understand the contents of the Pamphlet and this application form before submitting this application.
2. I/We confirm that all the information provided herein is true and correct. Should there be any changes to the information provided after the submission of this form, I/we shall inform the URA in writing at once.
3. I/We agree to give consent to the URA, in assessing my/our applications, to solicit verbal or written confirmation of all information on this form from third parties or other sources so as to verify if the information provided are true or not, and to base upon such to process the related application.
4. I/We agree to provide such other information or supporting documents as the URA may require in processing this application.
5. I/We also agree that this application form and all supporting documents provided by me/us in relation to this application will not be returned to me/us irrespective of whether this application is successful or not.
6. I/We agree that should this application be successfully accepted, I/we shall sign an agreement in a prescribed format specified by the URA.
7. I/We fully understand and agree that the URA reserves the right to decline this application at any stage and the URA shall not be liable to any person for doing so.
8. I/We shall declare to the URA in this application form any interest where there may be real or apparent conflict, direct or indirect, during the application process with respect to the Programme.
9. I/We agree that should this application be successfully accepted, I/we shall grant unconditionally to the URA the right to use the images, visuals and information of my/our Programme in its corporate venues, including but not limited to the following: publications, website, videos, Urban Renewal Exploration Centre and resource centres for its corporate communication purposes only.

Name of Applicant

Signed by (Authorised Signature with Company Chop)

Name of Signatory

Title

Date