

**Anti-epidemic Fund
Travel Agents and Practitioners Support Scheme
Application Form B1**

B1

**Applicable to Freelance Accredited Tourist Guides and Tour Escorts
whose Main Occupations are Tourist Guides and Tour Escorts
All parts below must be completed and by a tourist guide/tour escort**

1. Particulars of Applicant

**Must tally with that in Hong Kong identity card*

Name*:	_____	Hong Kong Identity Card Number:	_____
Hong Kong Mobile Phone Number:	_____	Email Address:	_____
Tourist Guide Pass Number (if applicable):	_____	Tour Escort Pass Number (if applicable):	_____

2. Bank Account Details

(Must be a local Hong Kong dollar sole-name savings or current bank account of the applicant (joint account not accepted))

I agree that the approved subsidy under the Travel Agents and Practitioners Support Scheme be deposited into the bank account as specified below:

Name of Bank:

Name of Bank Account Holder in **English**:

(Must tally with that in Hong Kong identity card)

Bank Account Number:

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Bank code

Branch code

Account number

(Examples of bank code: Standard Chartered Bank 003; The Hongkong and Shanghai Banking Corporation 004; Hang Seng Bank 024)

Please note: The applicant must submit:

- Form B2 (i.e. Tour Confirmation Form)**¹ provided to the applicant, which is signed by the authorised person of the travel agent holding a valid travel agent licence issued under the Travel Agents Ordinance (Cap. 218) and chopped by the travel agent's stamp;
- a copy of first page of the bank book or bank statement of the bank account for subsidy collection;**
and
- a copy of the Hong Kong identity card.**

¹ Each travel agent only has to fill in one Tour Confirmation Form for the applicant.

3. Declaration

- (a) I, the signatory of this Form, have carefully read all sections of the “Travel Agents and Practitioners Support Scheme (‘the Scheme’) – Guide to Application B (Applicable to Freelance Accredited Tourist Guides or Tour Escorts whose Main Occupations are Tourist Guides and Tour Escorts)” and this Application Form, and fully understand the contents thereof and agree to comply with the terms and conditions of the above documents.
- (b) I understand that if I have successfully applied for/am applying for a subsidy under any other scheme (except the Employment Support Scheme) of the Anti-epidemic Fund, I am not eligible for the Scheme.
- (c) I declare that I have not provided consent to any person for using my information for myself being the person’s employee to apply for a subsidy under the Employment Support Scheme or any other scheme of the Anti-epidemic Fund.
- (d) I have read the following “Personal Information Collection Statement” and fully understand its contents:

Personal Information Collection Statement

Purposes of Collection of Personal Data

1. The Government and its agents, and the Travel Industry Council of Hong Kong (“TIC”) and its agents, will use the information provided by me for the Scheme (including but not limited to my personal data) for one or more of the following purposes and any directly related purposes:
 - (a) to process applications and payment (if applicable) under the Scheme and, if required, to communicate with me for matters relating to the Scheme;
 - (b) to administer the Scheme, including but not limited to effecting payment;
 - (c) statistical purposes but the statistics obtained will not be released or made available to a third party in a form that allows personal details of any individual being identifiable; and
 - (d) any other purposes as may be required, authorised or permitted by law.
2. The Government and its agents, and TIC and its agents, may require the applicant and/or relevant travel agent(s) to provide further document(s) and information to verify whether the document(s) and information provided by me is true and correct.
3. Provision of information for the application is voluntary. If I do not provide adequate and accurate data, the Government and its agents, and TIC and its agents, may not be able to process the application.

Possible Transfer of Collected Data

4. The data provided by me may be disclosed to relevant bureaux and departments of the Government, their agents, law enforcement agencies, banks and other transferees and any other parties involved in the administration and operation of the Scheme to obtain and verify the information for the purposes of paragraphs 1 and 2 above (including matching with the databases of the relevant bureaux and departments of the Government and relevant organisations for the purposes of application approval, assessment, review, monitoring and law enforcement).

Access to Personal Data

5. Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), I have the right to request access to and correction of personal data when the data have not been erased.

Enquiry

6. My requests or enquiries can be addressed by email (email address: TGTESS@tichk.org) or by post to TIC at Room 1706-09, Fortress Tower, 250 King's Road, North Point, Hong Kong; or by email (email address: tapss@cedb.gov.hk) or by post to the Travel Agents Registry at Room 4901, 49/F, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

- (e) I understand each “eligible freelance tourist guide/tour escort” can submit no more than one application and submit the application according to Guide to Application B. Duplicate submission will not be processed.
- (f) **I also understand that I can only submit one application via the travel agent being my employer according to Guide to Application A if I am both an “eligible freelance tourist guide/tour escort” and a member of “eligible travel agent’s staff” at the same time.**
- (g) I declare that the information provided in this Application Form and the attached document(s) (including supplementary documents and information) is true and correct. I understand that if I knowingly or wilfully make any false statement or withhold any information, or mislead the Government and TIC for the purpose of obtaining any subsidy under the Scheme, I may be liable to criminal prosecution. I understand that the Government will also cancel the approved subsidy and that full refund of the disbursed subsidy to the Government shall be required.
- (h) I agree that the Government and TIC have no obligation to process the application or make any payment under the Scheme in respect of me if:
- (i) any document(s)/information provided by me and/or the authorised person(s) of the travel agent(s) who sign(s) the tour confirmation form(s) for me under the Scheme is/are at any time found to be false, incomplete, inaccurate, incorrect or misleading; or
 - (ii) I am not eligible for the Scheme; or
 - (iii) the authorised person(s) of the travel agent(s) who sign(s) the tour confirmation form(s) for me is/are not eligible to sign the form(s).
- (i) I agree that the Government will deposit the subsidy under the Scheme directly into the bank account as specified in this Application Form. I also agree and undertake to notify the Government forthwith of any overpayment or any payment by mistake for whatever reason to me under the Scheme and refund the same to the Government. In this respect, I authorise the bank to debit the bank account with such amount certified by the Government as overpayment or payment by mistake and 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.

Applicant's
Signature: _____

Date: _____

Application Form B1 (to be Completed by Freelance Accredited Tourist Guides and Tour Escorts
whose Main Occupations are Tourist Guides and Tour Escorts)

4. Other Important Notes

Please submit the original of completed Application Form B1 and original of completed Tour Confirmation Form (i.e. Form B2), together with copies of the required documents, to TIC on or before 15 June 2020.

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<i>Checked by:</i>	<i>Endorsed by:</i>
<i>Date:</i>	<i>Date:</i>