

District: \_\_\_\_\_



**Application for Anti-epidemic Fund –  
Catering Business (Social Distancing) Subsidy Scheme  
(Karaoke Establishment of Licensed Restaurant)**

[Please read Parts IV, V and VI of this form carefully before filling in]

**To: Food and Environmental Hygiene Department**

**I. Particulars of Applicant**

**(1) Permittee is a person**

Name of Permittee (same as that printed on the permit): (Chinese) \_\_\_\_\_

(English) \_\_\_\_\_

**(2) Permittee is a corporation**

Name of Corporation (same as that printed on the permit): (Chinese) \_\_\_\_\_

(English) \_\_\_\_\_

Name of Authorised Person: (Chinese) \_\_\_\_\_

(English) \_\_\_\_\_

**(3) Local Mobile Phone No.: \_\_\_\_\_**

(for receiving SMS to acknowledge receipt of application and to facilitate contacting you as soon as possible if needed)

**II. Particulars of Karaoke Establishment Permit**

**(1) Permit No.:**

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**(2) Address of Permitted Premises: \_\_\_\_\_**

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**III. Particulars of Connected Restaurant Licence**

**(1) Type of Restaurant Licence:**

General Restaurant     Light Refreshment Restaurant     Marine Restaurant

**(2) Restaurant Licence No.:**

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Please tick the appropriate box(es).

I hereby declare that:

- (a) the karaoke business is in operation on the date of submission of the application and on the date of approval of the application;
- (b) the information provided in this Application Form is true and correct to the best of my knowledge and belief, and I have not withheld any information required to be provided herein;
- (c) I understand that **the whole of the above licensed premises has been closed** pursuant to the directions issued under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) when the directions are in effect<sup>1</sup> that if there is any breach of Cap.599F or the directions made thereunder, the Government will not rule out the possibility of giving consideration to rejecting the application and recovering any subsidy approved and all related expenses incurred or requiring me to take appropriate measures; and
- (d) I understand that if I have given false information or made a false declaration, this application will be refused or will not be approved or any approval given will be revoked, and I may be held liable for any legal consequence arising. I also understand that the Government reserves the right to recover from me any approved subsidy granted and all related expenses incurred if any false information is given or false declaration is made by me.

\_\_\_\_\_  
Date (dd/mm/yyyy)

\_\_\_\_\_  
Signature of Applicant<sup>#</sup>  
(Permittee/Authorised Person of the Corporation)

<sup>#</sup> If the permit holder is a corporation, the Application Form should be signed by the authorised person on behalf of the corporation.

#### IV. Release of Subsidy

On approval, each eligible holder of the karaoke establishment permit with connected restaurant licence will receive a one-off subsidy of \$50,000. The subsidy will be released to the permittee by **a crossed cheque and sent by post to the address of the permitted premises according to the record of the Food and Environmental Hygiene Department (FEHD).**

#### V. Eligibility

- (1) To apply for the subsidy, an applicant is required to fulfil the following criteria:
  - (a) the applicant holds a valid karaoke establishment permit issued by the FEHD and the connected restaurant licence (listed in item (1) of Part III above) issued by the FEHD shall be valid for any period when the relevant directions<sup>2</sup> issued pursuant to the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) are in effect; AND
  - (b) on the date of approval of the application, the applicant is still holding a valid karaoke establishment permit and the connected restaurant licence shall be valid; AND
  - (c) the karaoke business is in operation on the date of submission of the application and on the date of approval of the application; AND
  - (d) no application for transfer, voluntary surrender or cancellation of permit in respect of the permitted karaoke establishment in restaurant is under processing between the date of submission of the application and the date of approval of the application; AND
  - (e) the whole of each eligible licensed premises has been closed as directed under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F).
- (2) As an exceptional arrangement, an applicant not holding a valid karaoke establishment permit on 1 April 2020, may apply for the subsidy, provided that:
  - (a) an application for transfer of a permit was made on or before 1 April 2020, the application was approved when the relevant directions are no longer in effect, and the applicant is the approved transferee on or before 5 June 2020; AND
  - (b) no subsidy has been granted by the FEHD under this Subsidy Scheme to the original permit holder in respect of the concerned permit under the Subsidy Scheme; AND
  - (c) the applicant meets the eligibility criteria in items (1)(b), 1(c), 1(d) and (1)(e) of Part V.

<sup>1</sup> Currently, the directions issued so far pursuant to Cap. 599F took effect from 6:00 pm on 1 April 2020, initially for a period 14 days and subsequently extended to 7 May 2020. This period may be extended subject to any further directions issued by the Secretary for Food and Health.

<sup>2</sup> Currently, the directions issued so far pursuant to Cap. 599F took effect from 6:00 pm on 1 April 2020, initially for a period 14 days and subsequently extended to 7 May 2020. This period may be extended subject to any further directions issued by the Secretary for Food and Health.

## Notes for Submission of the Application Form

- (1) Applicants shall submit application during the period from **5 May 2020 (Tuesday) at 9:00 a.m. to 5 June 2020 (Friday) at 5:00 p.m.** **Applications will not be accepted if applicants do not use the prescribed form, tender late submission, provide insufficient or incorrect information or tender multiple applications.**
- (2) Completed Application Form shall be submitted by post or in person to the address of the relevant District Environmental Hygiene Office listed on page 4 or 5 of this form within the period specified in item (1) of Part VI. For application by post, the date of application will be determined according to the postmark date.
- (3) FEHD will in general issue an acknowledgement of application to the applicant on receipt of application. No matter the application is submitted by post or in person, FEHD will make use of the local mobile phone number entered in the Application Form to issue acknowledgment of receipt of application and the relevant application number through SMS. No acknowledgement and notification of application number through SMS will be made if local mobile phone number is not provided.
- (4) FEHD will only issue one-off subsidy for each karaoke establishment permit.
- (5) The Government reserves the right to take appropriate action, including but not limited to refusing or not approving an application for subsidy or revoking any approval given and recovering any subsidy granted and all related expense incurred if false information is given, false declaration is made, or there is a breach of Cap. 599F or the direction issued thereunder.
- (6) It is an offence under the Prevention of Bribery Ordinance (Cap. 201) to offer advantages to government officers in relation to their official duties.
- (7) Applicants may be required to attend an interview and provide documentary proof before the release of subsidy.
- (8) No fee is payable for obtaining or submitting an application form.
- (9) For enquiry, please visit the FEHD website ([www.fehd.gov.hk](http://www.fehd.gov.hk)) or contact the relevant District Environmental Hygiene Office listed on page 3 or 4 of this form.
- (10) FEHD has not entrusted any organisations/persons to receive/process applications or assist in the submission of applications.

**Collection of Personal Data in Connection with  
Application for Anti-epidemic Fund - Catering Business (Social Distancing) Subsidy Scheme  
(Karaoke Establishment of Licensed Restaurant)  
in Accordance with Personal Data (Privacy) Ordinance**

**Statement of Purpose**

**1. Purposes of Collection**

The personal data provided by means of this Application Form will be used by FEHD for:

- (a) processing the application for Anti-epidemic Fund - Catering Business (Social Distancing) Subsidy Scheme (Karaoke Establishment of Licensed Restaurant); and
- (b) facilitating communication among the staff of FEHD, other related government departments and you in relation to the Subsidy Scheme.

The provision of personal data by means of the Application Form is voluntary. However, if you do not provide sufficient information, FEHD may not be able to process your application.

**2. Class of Transferees**

The personal data provided by means of this Application Form may be disclosed to other government departments/institutions in pursuance of the purposes mentioned in paragraph 1 above.

**3. Access to Personal Data**

You have a right of access to and correction of the personal data as provided in accordance with Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of the personal data which you have provided by means of this Application Form. A fee may be imposed for complying with a data access request.

**4. Enquiries**

Enquiries concerning the personal data collected in this Application Form including the request for access to and correction should be addressed to the relevant District Environmental Hygiene Offices listed out below:

<b><u>港島區及離島區</u></b>	<b><u>Hong Kong &amp; Islands</u></b>
<p><u>中西區環境衛生辦事處</u> 香港皇后大道中 345 號上環市政大廈 10 樓 電話號碼：2543 4238/ 2545 0506</p>	<p><u>Central/Western District Environmental Hygiene Office</u> 10/F, Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong Tel. No.: 2543 4238/ 2545 0506</p>
<p><u>東區環境衛生辦事處</u> 香港鯉魚涌街 38 號鯉魚涌市政大廈 3 樓 電話號碼：2563 4340</p>	<p><u>Eastern District Environmental Hygiene Office</u> 3/F, Quarry Bay Municipal Services Building, 38 Quarry Bay Street, Hong Kong Tel. No.: 2563 4340</p>
<p><u>南區環境衛生辦事處</u> 香港香港仔大道 203 號香港仔市政大廈 4 樓 電話號碼：2552 8406</p>	<p><u>Southern District Environmental Hygiene Office</u> 4/F, Aberdeen Municipal Services Building, 203 Aberdeen Main Road, Hong Kong Tel. No.: 2552 8406</p>
<p><u>灣仔區環境衛生辦事處</u> 香港灣仔軒尼詩道 225 號駱克道市政大廈 7 樓 電話號碼：2507 3364</p>	<p><u>Wan Chai District Environmental Hygiene Office</u> 7/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wanchai, Hong Kong Tel. No.: 2507 3364</p>
<p><u>離島區環境衛生辦事處</u> 香港中環統一碼頭道 38 號海港政府大樓 6 樓 電話號碼：2852 3215</p>	<p><u>Islands District Environmental Hygiene Office</u> 6/F, Harbour Building, 38 Pier Road, Central, Hong Kong Tel. No.: 2852 3215</p>

<b>九龍區</b>	<b>Kowloon</b>
九龍城區環境衛生辦事處 九龍馬頭圍道 165 號土瓜灣政府合署 3 樓及 4 樓 電話號碼：2711 2493	<u>Kowloon City District Environmental Hygiene Office</u> 3/F & 4/F, To Kwa Wan Market and Government Offices, 165 Ma Tau Wai Road, Kowloon Tel. No.: 2711 2493
觀塘區環境衛生辦事處 九龍觀塘瑞和街 9 號瑞和街市政大廈 7 樓 電話號碼：3102 7388	<u>Kwun Tong District Environmental Hygiene Office</u> Level 7, Shui Wo Street Municipal Services Building, 9 Shui Wo Street, Kwun Tong, Kowloon Tel. No.: 3102 7388
旺角區環境衛生辦事處 九龍旺角花園街 123 號 A 花園街市政大廈 6 樓及 7 樓 電話號碼：2395 2727	<u>Mong Kok District Environmental Hygiene Office</u> 6/F & 7/F, Fa Yuen Street Municipal Services Building, 123A Fa Yuen Street, Mong Kok, Kowloon Tel. No.: 2395 2727
深水埗區環境衛生辦事處 九龍深水埗元州街 59 至 63 號元州街市政大廈 8 樓至 10 樓 電話號碼：2748 6959	<u>Sham Shui Po District Environmental Hygiene Office</u> 8/F-10/F, Un Chau Street Municipal Services Building, 59-63 Un Chau Street, Sham Shui Po, Kowloon Tel. No.: 2748 6959
黃大仙區環境衛生辦事處 九龍彩虹道 121 號大成街街市大廈 3 樓 電話號碼：2328 6531	<u>Wong Tai Sin District Environmental Hygiene Office</u> 3/F, Tai Shing Street Market Building, 121 Choi Hung Road, Wong Tai Sin, Kowloon Tel. No.: 2328 6531
油尖區環境衛生辦事處 九龍油麻地寶靈街 17 號官涌市政大廈 3 樓及 4 樓 電話號碼：2302 1299	<u>Yau Tsim District Environmental Hygiene Office</u> 3/F & 4/F, Kwun Chung Municipal Services Building, 17 Bowring Street, Yau Ma Tei, Kowloon Tel. No.: 2302 1299

<b>新界區</b>	<b>New Territories</b>
葵青區環境衛生辦事處 新界葵涌興芳路 166 至 174 號葵興政府合署 9 樓 電話號碼：2420 9204	<u>Kwai Tsing District Environmental Hygiene Office</u> 9/F, 166-174 Hing Fong Road, Kwai Chung, N.T. Tel. No.: 2420 9204
北區環境衛生辦事處 新界上水智昌路 13 號石湖墟市政大廈 4 樓 電話號碼：2679 2812	<u>North District Environmental Hygiene Office</u> 4/F, Shek Wu Hui Municipal Services Building, 13 Chi Cheong Road, Sheung Shui, N.T. Tel. No.: 2679 2812
西貢區環境衛生辦事處 新界將軍澳培成路 38 號西貢將軍澳政府綜合大樓 8 樓 電話號碼：3740 5100	<u>Sai Kung District Environmental Hygiene Office</u> 8/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tseung Kwan O, N.T. Tel. No.: 3740 5100
沙田區環境衛生辦事處 新界沙田沙田鄉事會路 138 號 新城市中央廣場第 1 座 12 樓 電話號碼：2634 0136	<u>Sha Tin District Environmental Hygiene Office</u> Level 12, Tower 1, Grand Central Plaza, 138 Sha Tin Rural Committee Road, Sha Tin, N.T. Tel. No.: 2634 0136
大埔區環境衛生辦事處 新界大埔鄉事會街 8 號大埔綜合大樓 3 樓 電話號碼：3183 9119	<u>Tai Po District Environmental Hygiene Office</u> 3/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, N.T. Tel. No.: 3183 9119
荃灣區環境衛生辦事處 新界荃灣楊屋道 45 號楊屋道市政大廈 3 樓 電話號碼：2212 9701	<u>Tsuen Wan District Environmental Hygiene Office</u> 3/F, Yeung Uk Road Municipal Services Building, 45 Yeung Uk Road, Tsuen Wan, N.T. Tel. No.: 2212 9701
屯門區環境衛生辦事處 新界屯門屯喜路 1 號屯門政府合署 1 樓及 3 樓 電話號碼：2146 8642	<u>Tuen Mun District Environmental Hygiene Office</u> 1/F & 3/F, Tuen Mun Government Offices Building, 1 Tuen Hi Road, Tuen Mun, N.T. Tel. No.: 2146 8642
元朗區環境衛生辦事處 新界元朗橋樂坊 2 號元朗政府合署 2 樓至 5 樓 電話號碼：2475 3433	<u>Yuen Long District Environmental Hygiene Office</u> 2/F-5/F, Yuen Long Government Offices, 2 Kiu Lok Square, Yuen Long, N.T. Tel. No.: 2475 3433