

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.

於報名時填妥隊伍名稱，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。另外隊伍必須填上機構名稱，如貴隊並不屬於任何機構，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 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賽期間發生的任何事情。

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.

各隊有關報名、賽事練習等之疑問或更改，本會只接受隊伍隊長的查詢及相關安排之決定。需書面形式通知賽會並賽會回覆作實。

Race Registration - Entry Group & Crew 隊員參賽組別**1. Crew number 隊員人數**

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

每隊人數為 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. Gender of Steersman and Drummer 舵手及鼓手的性別

There is no gender restriction on drummers and/or steersmen in all entry groups.

舵手及鼓手不設性別限制。

3. Crew requirements of Entry Groups. 參賽組別之隊員要求**3.1 Open- Men 公開組 – 男子**

No gender restriction for this category.

此組別沒性別限制。

3.2 Open- Ladies 公開組 – 女子

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。

3.3 Mixed-Open 混合組 – 公開

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

混合組-公開 每隊出賽不可少於 8 位及不可多於 12 位女隊員

3.4 Mixed-Corporate 混合組- 商行

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

混合組-商行 每隊出賽不可少於 8 位及不可多於 12 位女隊員。

Only Corporates can join this category.

只有公司團體才可參加此組別。

Race Application – Entry Package 參賽套餐

PACKAGE DETAILS	PACKAGE I	PACKAGE II
Race Entry 龍舟賽事	√	√
Practice Sessions with Equipment X 12 hours 練習及器材 12 小時	√	√
Souvenir Tee X 20 Pieces 龍舟紀念 T 恤 20 件	√	√
20L Dry Bag X 1 Piece 20L 防水袋 1 個	√	√
Padded Shorts X 20 Pieces 龍舟專用短褲 20 條	√	

Race Day Arrangement - Marquee Rental 帳篷租借

- Rented marquee (Size: 3m X 3m X 2.5m) are provided by the Association, the rental fee is HK\$2,000 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 2,000 元)不可自備。
- 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 **300cm (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。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。
- Location of marquee will be allocated by the Association. Reservation of specific marquee location will be charged with an additional fee HK\$1,000 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 1,000 元 (每個帳篷)，請向本會查詢。
- 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**

For the teams hired official steersman during practice 隊伍在練習期間聘用大會舵手	HK\$800(up to 3 rounds) 全日賽事港幣 800 元
For the teams did not hire official steersman during practice 隊伍在練習期間沒有聘用大會舵手	HK\$1500(up to 3 rounds)

2. Non-official Steersman 非大會舵手

Please refer to this appendix point 5.2 of session "Dragon Boat Practice". 請參閱本附錄龍舟練習 第 5.2 項。

Dragon Boat Practice 龍舟訓練**1. Practice Booking 預約練習時間**

- Each entry is entitled to receive 12-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.
每隊在報名時獲分配 12 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。
- Practice beyond the assigned 12 hours (per entry) will be charged at regular rate.
獲分配之 12 小時外之練習另行收費。
- 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。基於安全理由，隊伍需付額外收費。晚間練習的隊伍必須聘用大會舵手。
- 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

Extra Practice 額外練習期	18 January 2025 - 14 March 2025 2025 年 1 月 18 日至 2025 年 3 月 14 日	The entitled 12-hour practice cannot be used during these 2 periods. Training during these 2 periods will be charged at regular rate. 報名時獲分配之 12 小時練習時間不適用於這些日子中。練習需另外收費。
	23 May 2025 - 29 May 2025 2025 年 5 月 23 日至 2025 年 5 月 29 日	
Official Pre-Race Practice 大會指定練習期	15 March 2025 - 22 May 2025 2025 年 3 月 15 日至 2025 年 5 月 22 日	The entitled 12-hours practice must be used within this period. 報名時獲分配之 12 小時練習必須於此段日子中選擇。

3. Fees 費用

Extra Practice – Standard oar Rental 額外練習 – 標準龍舟租船費	HK\$600 per hour 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 (已包括大會舵手)	HK\$1150 per hour 每小時港幣 1150 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. Trainer 教練

4.1. 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。

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

如參賽隊自行安排教練，必須持有本會發出的效許可證，請提早與本會聯絡以便登記，及索取更多資料。

5. Steersman 舵手

5.1. 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。

5.2. 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以索取更多資料。

6. 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。

7. Cancellation Policy 取消預約

7.1. Once practice booking is confirmed, please contact the Association 7 working days in advance for any cancellations or rescheduling; otherwise no refund or rescheduling could be provided.

練習時間表一經確認，若有意取消或更改，請於 7 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。

7.2. Once practice booking is confirmed, any request on rearranging or cancelling the booking, an admin charge \$500/time will incur.

練習時間表一經確認，若有意取消或更改，是次更改將收取行政費港幣\$500。

7.3. Cancellation of practice due to unfavorable weather conditions, called 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。

8. 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。

Team Manager Meeting 領隊會議

Special topics including new rules, starting procedure, draws system of play and transportation arrangement will be covered in the meeting. All team managers should attend, or bring the team captain along.

讓各隊可了解新規例、起步、抽籤、賽制及交通安排等措施。各隊領隊務必出席·可聯同隊長出席。

Details of Team Manager Meeting will be announced later. 領隊會議之詳情將於稍後公佈。

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. Payment proof must submit to the Association by email as a proof after settling the payment.

付費紀錄必需電郵予大會以作紀錄及作實。

Liability Waiver 參賽聲明書

1. Liability Waiver must be submitted to the Association at least 2 weeks before the races.

「參賽聲明書」必須於比賽兩星期前交回本會。

Amendments on enrolment information 更改參賽資料

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。

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。

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.

請仔細閱讀本會有關賽事及練習之文件·包括並不限於參賽手冊參賽規則。

2. 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。

3. 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。