



購買懲教事務長期服務獎章(CSLSM)水晶座申請表
APPLICATION FORM FOR PURCHASING CSLSM MEMORABILIA

甲部/Part A (所有申請人須填寫 / to be completed by all applicants)

本人是 *現職(院所/組別: _____) / 退休懲教人員，並曾獲頒懲教事務長期服務獎章。本人現申請購買以下貨品並同意懲教署職員會所將扣除成本後的所有銷售收益捐助在囚人士教育信託基金。

I am a *serving (institution/section : _____) / retired staff and a Long Service Medal (LSM) recipient. I apply for purchasing the following products and agree with the Correctional Services Department Staff Club to donate the proceeds after deduction of all costs to the Prisoners' Education Trust Fund.

貨品 / Product	獲頒獎章動扣年份 / year receiving medal / clasp	只供內部填寫 (For Official Use only)	數量 / Quantity	
		核實職員 Checked by	標準包裝 / Standard Packing	精美錦盒包裝 / with velvet gift box
長期服務獎章水晶座 Long Service Medal Memorabilia				
長期服務獎章第一加敘動扣水晶座 / Long Service Medal with 1 st Clasp Memorabilia				
長期服務獎章第二加敘動扣水晶座 / Long Service Medal with 2 nd Clasp Memorabilia				
長期服務獎章第三加敘動扣水晶座 / Long Service Medal with 3 rd Clasp Memorabilia				

本人現付上\$_____ (金額) 支票乙張(編號: _____) 購買貨品。(不接受現金付款)

I now settle the payment of \$_____ (amount) by cheque (No: _____) to purchase the product. (Cash not accepted)

英文姓名/ Name in English	中文姓名/ Name in Chinese	香港身份證號碼 (頭四位數字)/ HKID No. (first 4 digits) Eg. A123XXXX	(退休時)職員編號 / Service No. (at retirement)	聯絡電話 / Contact No.

乙部/Part B 授權書/ AUTHORIZATION (只供正常/提前退休職員填寫 / completed only by normally/early retired staff)

本人現授權 _____ *先生/女士 (護照/香港身份證號碼 (頭四位數字): _____) 代本人親身遞交該申請表及有關費用。(獲授權人需出示身份證明)

I hereby authorize *Mr / Ms _____ (passport / HKID No. (first four digits): _____) to submit this application form and the necessary payment on my behalf. (Authorized person is required to show his/her identity proof)

申請人簽署 / Signature of Applicant

日期 / Date

個人資料 (私隱) 條例 / Personal Data (Privacy) Ordinance

- 申請人所提供的資料，將用於處理以上申請。懲教署/懲教署職員會所可能會向獲指派負責處理有關事宜的人員透露這些資料。
- 申請人有權按照(個人資料 (私隱) 條例)(香港法例第 486 章)的規定，要求查閱或改正本表格內所填報的個人資料。
- 申請人可用書面向懲教署/懲教署職員會所提出這些要求。
- 本人明白如本人未能提供一切所須資料，申請將無法受理
- The information provided will be used for the processing of this application. It may be disclosed to the designated officer(s) who are required to process the information for purposes relating to this application.
- The applicant has the right to request for access to or correction of personal data provided on this form in accordance with the provisions of the Personal Data (Privacy) Ordinance (cap 486 laws of Hong Kong).
- Such requests may be made in writing to the Correctional Services Department / Correctional Services Department Staff Club.
- I understand that this application will not be processed if the information I provided is incomplete.

*刪除不適用 / delete where inappropriate