



The Community Chest Green Day

To benefit "Medical and Health Services" supported by The Community Chest

Guideline on Participation

ENROLMENT

Complete the online reply form or download and return the reply form by email or fax to the Chest office.
(Website: www.commchest.org; Email: green@commchest.org; Fax: 2506 1201)



PUBLICITY

Promotional materials will be provided by the Chest office.
Please publicise the event within your organisation to encourage participation.
Soft copy of promotional materials can be obtained via e-mail upon request.



FUND RAISING

With a donation of HK\$65 or more, each participant will receive one "*Community Chest Green Day Commemorative Ticket*" for **unlimited rides on the MTR on 19 and 20 June 2016.**

Your organisation can also make a matching contribution to encourage participation.



CONFIRMATION

Co-ordinator should confirm the required number of Commemorative MTR Tickets **before Tuesday, 31 May 2016.**
The Commemorative Tickets will be distributed on a first-come, first-served basis while stocks last.
The Chest office will send a confirmation to your organisation by email or fax upon receiving the Reply Form, and will notify your organisation on the collection of Tickets on or before 10 June.



EVENT DAYS – 19 & 20 June 2016 (Sunday and Monday)

Participants are encouraged to take a greener form of transport and adopt a green lifestyle.
ACT GREEN, LIVE GREEN!



SEND IN DONATION

Co-ordinator should consolidate and return the donations to the Chest office **by Wednesday, 20 July 2016.**
Please write a crossed cheque made payable to "**The Community Chest of Hong Kong**"
OR deposit the donation into the Chest's account at Bank of China (Hong Kong): 012-874-0-008588-4.
Please send the original bank-in slip(s) or cheque(s) and Donation Record Form(s) to the Chest office at:
Unit 1805, 18/F, Harcourt House, 39 Gloucester Road, Wanchai, Hong Kong.



OFFICIAL RECEIPTS

Official receipts will be issued to donors who contribute HK\$100 or more.



AWARDS

All participating organisations are eligible to compete for the following awards:
Highest Donation Award Highest Participation Rate Award