

Team Information

1. Team Name and Organization

- 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.
- 1.2 Team Name will be shown in race publications.

2. Team Manager and Contact Person

- 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.
- 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 email and the organizer would confirm upon receipt.

Entry Group & Crew

1. Entry Groups

- 1.1 **Men** - No gender restriction for this category.
- 1.2 **Mixed** – (i)Standard boat: must not exceed the number of 10 male paddlers and not less than 4 female paddlers.
(ii)Small boat: must not exceed the number of 6 male paddlers and not less than 4 female paddlers.
- 1.3 **Ladies** - Each member of Ladies' teams must be female.

2. Crew

- 2.1 **Standard boat** - 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.
- 2.2 **Small boat** - Each boat must carry at least 8 and up to 12 paddlers, and with 1 steersman and 1 drummer. All competitors must be 12 years of age or above.
- 2.3 **Gender of Steersman and Drummer** - There is no gender restriction on drummers and/or steersmen in all entry groups.
- 2.4 **Age** - All competitors must be 12 years of age or above.
- 2.5 **Back Up** - Unlimited backup. Please prepare a list of team members.

Race Day Arrangement - Marquee Rental

1. Marquees (Size: 3m X 3m X 2.5m) are provided by the Association, the rental fee is HK\$800 per booth. Teams are not allowed to use their own marquees.
2. 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.
3. Location of marquee will be allocated by the Association. Reservation of specific marquee location will be charged with an additional fee HK\$500 per booth. Please contact the Association for more details.
4. 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.

Race Day Arrangement – Steersman

1. **Official Steersman** - HK\$800 (up to 3 rounds)
2. **Non-official Steersman**
Please refer to this appendix point 4.2 of session “Dragon Boat Practice”.

Dragon Boat Practice

1. **Practice Booking**

- 1.1. Please contact the Association if practice is needed. Note that practice booking is only valid with confirmation from the Association. Please allow 10 working days for processing the request.
- 1.2. 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.

2. Practice Fees

Extra Practice – Standard Boat Rental	HK\$600 per hour
Early Morning/Night Practice – Standard Boat Rental (0600 – 0800/1900-2100)	HK\$800 per hour
Extra Practice – Small Boat Rental *Including Steersman	HK\$1150 per hour
Official Trainer	HK\$550 per hour
Official Steersman	HK\$350 per hour
Official Steersman – On Site Request	HK\$700 per hour

3. Trainer

- 3.1. SRA trainers are experienced and familiar with the Association's races. They will be delivering Dragon Boating technique and race information to teams.
- 3.2. All non-official trainers must be registered with the Association prior to practice. Please contact the Association for details.

4. Steersman

- 4.1. 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.
- 4.2. 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.

5. Type of Boat

Standard Dragon Boat will be provided for practice. Additional fee will be charged for hiring a Small Dragon Boat.

6. Cancellation Policy

- 6.1. 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.
- 6.2. Once practice booking is confirmed, any request on rearranging or cancelling the booking, an admin charge \$500/time will incur.
- 6.3. 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.

7. Location

The Stanley Dragon Boat Training Centre and race venue are located at Stanley Main Beach, next to the Hong Kong Sea School. To reach the centre, take bus no. 6, 6X, 63, 65, 73, 260, 973, or 14 to the Stanley Bus Terminus and walk two minutes from the Stanley Police Station side. Alternatively, take minibus no. 40 or 52 to Hoi Fung Path for a one-minute walk.

Team Manager Meeting

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. Details of Team Manager Meeting will be announced later.

Payment

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.
2. The enrollment and practice booking will only be confirmed upon receipt of payment.
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.
4. Payment proof must submit to the Association by email as a proof after settling the payment.

Liability Waiver

Liability Waiver is required and included along the online application process.

Amendments on enrolment information

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.
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.

Important notes

1. Please read all documents related to the races and practices, including but not limited to "Race Manual" and "Race rules and regulation" thoroughly.
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.
3. All rights reserved by the Organizer (Stanley Residents Association Limited).

隊伍資料

1. 隊伍名稱與機構
 - 1.1 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 隊伍名稱將會刊登在大會刊物。
2. 領隊與聯絡人
 - 2.1 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 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安排之決定。請電郵本會，本會將回覆作實。

隊員參賽組別

1. 參賽組別
 - 1.1 男子組 - 此組別沒性別限制。
 - 1.2 混合組 - (i)標準龍: 每隊出賽不可多於 10 位男隊員及不可少於 4 位女隊員。
(ii)小龍: 每隊出賽 不可多於 6 位男隊員及不可少於 4 位女隊員。
 - 1.3 女子組 - 女子隊所有隊員必須為女性。
2. 隊員
 - 2.1 標準龍 - 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。

- 2.2 小龍 - 每隊人數為 14 人，包括 12 槳手、1 舵手和 1 鼓手，每場出賽槳手不可少於 8 人。
- 2.3 舵手及鼓手的性別 - 舵手及鼓手不設性別限制。
- 2.4 年齡 - 參加者必須年滿 12 歲。
- 2.5 後備 - 後備隊員人數不限，隊伍需準備全隊名單以便大會審查。

比賽日安排 - 帳篷租借

1. 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 800 元)不可自備。
2. 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。
3. 所有帳篷位置由本會安排，預留帳篷位置需付額外港幣 500 元（每個帳篷），請向本會查詢。
4. 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。

比賽日安排 - 舵手

1. 大會舵手 - 全日賽事港幣 800 元
2. 非大會舵手 - 請參閱本附錄龍舟練習 第 4.2 項。

龍舟訓練

1. 預約練習時間
 - 1.1. 如需預約練習，請與本會聯絡並等待本會回覆確認，處理需時約 10 個工作天。
 - 1.2. 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。

2. 練習費用

額外練習 – 標準龍舟租船費	每小時港幣 600 元
清晨/晚間練習 - 標準龍舟租船費（0600 – 0800/1900-2100）	每小時港幣 800 元
額外練習 – 小龍舟租船費（已包括大會舵手）	每小時港幣 1150 元
大會教練	每小時港幣 550 元
大會舵手	每小時港幣 350 元
大會舵手 – 練習即日聘用	每小時港幣 700 元

3. 教練

- 3.1. 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。
- 3.2. 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。

4. 舵手

- 4.1. 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。
- 4.2. 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。

5. 練習船

練習日只提供標準龍舟。如果需租用小龍舟，需付額外收費。請與本會聯絡。

6. 取消預約

6.1. 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。

6.2. 練習時間表一經確認，若有意取消或更改，將收取行政費港幣\$500。

6.3. 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。

7. 練習地點

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。

領隊會議

讓各隊可了解新規例、起步、抽籤、賽制等措施。各隊領隊務必出席，可聯同隊長出席。領隊會議之詳情將於稍後公佈。

收費

1. 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. 費用收訖後，賽事報名及練習預約方可作實。
3. 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. 付費紀錄必需電郵予大會以作紀錄及作實。

參賽聲明書

「參賽聲明書」已合併於網上報名表。

更改參賽資料

1. 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. 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。

重要事項

1. 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. 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. 赤柱居民會有限公司保留最終定權。