



## 13<sup>TH</sup> MEMBERS AND FAMILY FUN DAY EVENT HANDBOOK

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## **Part A: Age groups**

1. Children participants of Track and Field Competitions, Drawing Competition and Talent Show will be categorised into different age groups. Their age shall be counted up to the date of the event i.e. 23 April 2023. Please refer to the chart below for details of each age group.

Age	Date of birth
Aged 1	Born in the period from 24 April 2021 to 23 April 2022
Aged 2	Born in the period from 24 April 2020 to 23 April 2021
Aged 3	Born in the period from 24 April 2019 to 23 April 2020
Aged 4	Born in the period from 24 April 2018 to 23 April 2019
Aged 5	Born in the period from 24 April 2017 to 23 April 2018
Aged 6	Born in the period from 24 April 2016 to 23 April 2017
Aged 7	Born in the period from 24 April 2015 to 23 April 2016
Aged 8	Born in the period from 24 April 2014 to 23 April 2015
Aged 9	Born in the period from 24 April 2013 to 23 April 2014
Aged 10	Born in the period from 24 April 2012 to 23 April 2013
Aged 11	Born in the period from 24 April 2011 to 23 April 2012
Aged 12	Born in the period from 24 April 2010 to 23 April 2011
Aged 13	Born in the period from 24 April 2009 to 23 April 2010
Aged 14	Born in the period from 24 April 2008 to 23 April 2009
Aged 15	Born in the period from 24 April 2007 to 23 April 2008
Aged 16	Born in the period from 24 April 2006 to 23 April 2007
Aged 17 or above	Born on or before 23 April 2006

2. Certain age groups for Drawing Competition and Talent Show will be combined. Please refer to [Part C](#) and [Part D](#) respectively for details.



## **Part B: Track and Field Competitions (Physical)**

**Registration deadline: Monday, 27 March 2023**

- The Track and Field Competitions will be held physically at HKU Stanley Ho Sports Centre Complex on Sunday, 23 April 2023.
- The event categories of Track and Field Competitions are summarised in the chart below (with event codes in brackets):

Age Group	Baby Flyer (BF)	Roll the Ball (RB)	Run - 20m (R20)	Run - 40m (R40)	Run - 60m (R60)	Run - 100m (R100)	Standing Long Jump (SLJ)	Long Jump (LJ)	Bean Bag Throw (BBT)	Family Relay (FR)	Rock Relocation - 20m (RR)	Three-legged Race - 40m (TLR)
1	√	√										
2		√	√							√	√	
3				√					√	√	√	
4				√			√		√	√	√	
5				√			√		√	√	√	
6					√		√		√	√		√
7					√		√		√	√		√
8					√		√		√	√		√
9					√		√		√	√		√
10						√		√	√	√		√
11						√		√	√	√		√
12						√		√	√	√		√
13						√		√	√	√		√
14						√		√	√	√		√
15						√		√	√	√		√
16						√		√	√	√		√
17 or above						√		√	√	√		√

- Please find below for the details of the Family Relay events:
  - The total distance for Family Relay is 100 metres.
  - The child and parent(s) of different events will share and complete the 100 metres according to the respective allocations as listed in the table below.
  - The parent(s) must be the mother and/or the father of the participating child.



Child's age	Details
Age 2	Child (20M), Mother (40M) and Father (40M)
Age 3	Child (30M), Mother (30M) and Father (40M)
Age 4	Child (30M), Mother (30M) and Father (40M)
Age 5	Child (30M), Mother (30M) and Father (40M)
Age 6-7	Child (30M), Mother (30M) and Father (40M)
Age 8-9	Child (30M), Mother (30M) and Father (40M)
Age 10-11	Child (50M) and Mother or Father (50M)
Age 12-13	Child (50M) and Mother or Father (50M)
Age 14-15	Child (50M) and Mother or Father (50M)
Age 16 or above	Child (50M) and Mother or Father (50M)

4. Awards and certificates will be given to participants. Details are as follows:
- (a) Medals will be awarded to the champion, first runner-up and second runner-up in each event category.
  - (b) Certificate of Merit will be given to all participants who completed the events upon request (one certificate for one event).
  - (c) Participants scoring the highest in each age group in its gender will be awarded trophies of "All-Rounder Award".



## **Part C: Drawing Competition (Online)**

**Artwork submission deadline: 12 noon of Friday, 31 March 2023**

1. The Drawing Competition will be held virtually where participants will submit their artwork online for voting.
2. Age groups for Drawing Competition are as follows:

Age group
Aged 1-2
Aged 3
Aged 4
Aged 5
Aged 6
Aged 7
Aged 8
Aged 9-10
Aged 11-12
Aged 13-14
Aged 15-16
Aged 17 or above

### **3. Theme: Step Up and Be a Hero**

4. There are no limitations to the drawing and colouring method and style. Participants may include titles or captions in their drawings.
5. Participants should scan their drawings for submission. Resolution of scanned drawings should be no less than 200 dpi.
6. Participants are required to submit a declaration form signed by their member parent(s) to state the originality and authenticity of their drawings.
7. Scanned drawings and signed declaration forms should be uploaded to the designated web folder (to be provided upon successful registration) **at or before 12 noon of Friday, 31 March 2023**. Late submissions will NOT be entertained.
8. Please only submit one drawing for one participant.
9. You may submit new drawings any time before the deadline. Please note that ONLY your last submission on or before the deadline will be treated as final, and all previous submissions will be overwritten and will not be considered.



THE  
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10. Results of Drawing Competition will be determined by voting. Law Society members will be invited to vote for their favourite drawings in each age group within a specified period.
11. Trophies and certificates will be given to participants. Details are as follows:
  - (a) Trophies will be awarded to the champion, first runner-up and second runner-up who receive the highest number of votes in each age group.
  - (b) Trophies and certificate of Merits will be presented to all participants upon request.
12. Subject to space availability, the drawings of the champions of each age group may be displayed in one of the MTR stations for around one month. Winners will be required to submit original drawings to the Law Society for the purpose.
13. Intellectual property of all artworks will vest in the Law Society.



## **Part D: Talent Show (Online)**

**Video submission deadline: 12 noon of Friday, 31 March 2023**

1. The Talent Show will be held virtually where participants will submit videos of their performance online for voting.
2. Age groups for Talent Show are as follows:

Age group
Aged 1-2
Aged 3
Aged 4
Aged 5
Aged 6
Aged 7
Aged 8
Aged 9-10
Aged 11-12
Aged 13-14
Aged 15-16
Aged 17 or above

3. There are no limitations to the format of performance.
4. Each performance is limited to THREE minutes.
5. Participants should take videos of their performance and may include titles or captions in their videos.
6. Videos and signed declaration forms should be uploaded to the designated web folder (to be provided upon successful registration) **at or before 12 noon of Friday, 31 March 2023.** Late submissions will NOT be entertained.
7. Participants are required to submit a declaration form signed by their member parent(s) to state the originality and authenticity of their performance.
8. Please only submit one video for one participant.
9. You may submit new videos any time before the deadline. Please note that ONLY your last submission on or before the deadline will be treated as final, and all previous submissions will be overwritten and will not be considered.
10. Results of Talent Show will be determined by voting. Law Society members will be invited to vote for their favourite performance in each age group within a specified period.



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11. Trophies and certificates will be given to participants. Details are as follows:
  - (a) Trophies will be awarded to the champion, first runner-up and second runner-up who receive the highest number of votes in each age group.
  - (b) Trophies and certificate of Merits will be presented to all participants upon request.
12. Subject to any restrictions imposed by the event venue thus feasibility and the type of performance, the winners of each age group may be invited to perform at the Fun Day on 23 April 2023 (details to be announced to winners).





## **Part E: Registration**

Members are required to join the [Recreation and Sports Programme 2023](#) (the "Programme") before the Fun Day for eligibility to enrol their child(ren)/grandchild(ren) and/or family members in all the events. For those members who have not joined the Programme (Event Code: MS\_20220010), please sign up and settle the enrolment fee via [The Law Society's Electronic Registration and Payment System](#) or The Law Society's App (please refer to paragraph 1 below for detailed login and installation instructions).

Please complete the **two-step registration i.e. (1) payment of entrance fee, and (2) submission of personal particulars and events enrolment, on or before Monday, 27 March 2023**. Registration and payment via other means will **NOT** be entertained.

### **STEP 1: Payment of entrance fee**

1. Please complete payment of relevant entrance fee via The Law Society's Electronic Registration and Payment System (the "System"). Pre-registration of your mobile number is required for accessing the System (both Web and App versions). To register your mobile number, please click [here](#) (Member's zone login is required).
  - (A) [The Law Society's Electronic Registration and Payment System](#) ("Web version"); or
  - (B) The Law Society's App ("App version").

#### Notes:

- (i) The App is only currently available to full members and trainee solicitors.
  - (ii) To download and activate the App, please follow the steps illustrated in the [Installation and Activation Guide](#).
  - (iii) In the System (both Web and App versions), please add the event into your shopping cart **AND proceed to payment** to complete the registration.
  - (iv) Successfully registered events would be listed under "My Enrolment Record" in the System.
  - (v) Click [here](#) for the "User Guide for Law Society members with FAQ".
2. Please refer to the table below for the corresponding event code for enrolment via the System.



No. of child(ren)	Event to be added to the shopping cart	Event code
1	RSC-13th Members and Family Fun Day (sign up for one child)	MS_20230011
2	RSC-13th Members and Family Fun Day (sign up for two children)	MS_20230012
3	RSC-13th Members and Family Fun Day (sign up for three children)	MS_20230013
4 or above	Please contact <a href="mailto:RnS@hklawsoc.org.hk">RnS@hklawsoc.org.hk</a> for assistance.	

3. A system-generated email will be sent to you upon successful payment. For enquiries relating to the Registration and Payment System, please email us on [epayment@hklawsoc.org.hk](mailto:epayment@hklawsoc.org.hk).

## STEP 2: Submission of personal particulars and events enrolment

4. Upon completion of payment via the System, please submit the personal particulars of your child(ren)/grand-child(ren) and indicate the event(s) that he/she (they) would like to sign up for via this [link](#). **Please submit ONE form per child.**

## Important notes regarding registration confirmation and event communication

5. Enrolment will only be completed upon completion of the two steps above i.e. (1) full payment of the entrance fee AND (2) submission of personal particulars and event enrolment by the stated deadline.
6. Upon successful registration, you will receive an email confirmation, which is the only official confirmation of your enrolment, from the Law Society. **You will be required to show the email confirmation, to the organiser at the event**, so please be reminded to check your email (including spam mails/junk mail box) for the confirmation. **If you do not receive the email confirmation by Thursday, 30 March 2023, please contact us on [RnS@hklawsoc.org.hk](mailto:RnS@hklawsoc.org.hk), otherwise you may treat your enrolment as UNSUCCESSFUL.**
7. The organiser will provide updates of the event from time to time and these updates will be made available via Law Society weekly Circulars, social media platforms and/or emails. Please be reminded to check your emails (the email address you provided in the online enrolment form) to ensure you receive the updates.