

THE HONG KONG FOOTBALL ASSOCIATION LIMITED

香 港 足 球 總 會 有 限 公 司

Circular No.: 103/21 - VY

To: All Member Clubs
Cc to: All Directors, HKFA Staff & Concerned
From: General Secretary
Re: Applications for Changing Team Name in the 2021-22 Season
Date: 23 July 2021

Dear Sir/Madam,

The Board of the Association uses to accept members' applications for naming their participating teams in the HKFA's football leagues other than the official club names (either by adding or changing completely to another name). On the basis of FIFA's guidelines relating to "Sporting Integrity", the Board must give due consideration to the background information of an application before appropriate decisions can be made on whether or not the application should be approved. As such, member clubs are required to submit at least the following information and payment by the time an application is submitted, or the application will be rejected:-

1. the name to be used in both English and Chinese;
2. the reason(s) for the name to be used, e.g. to add or to change the name into the one of the sponsor under a commercial sponsorship;
3. background information of the name to be used, e.g. the type of business or product category in the name is related to a company name or brand name to ensure there is no violation (to intellectual property rights, trade/brand name, etc.);
4. the fee required (currently the fee is HK\$5,000).

The Board also reserve the rights to request further information from the applicants for consideration.

I would also like to draw your attention that such applications and approvals are conducted on seasonal basis by the Board. Clubs planning to submit an application for the 2021-22 are advised to process the application as soon as possible and in a good time before the start of the season. In general, the Board will set an application deadline every season that late applications will not be considered. Please kindly pay attention to the relevant details to be announced in due course.

To facilitate an applicant's easy but complete application, the Secretariat has devised a specific application form which is now enclosed herewith for your disposal. The application form can also be downloaded through the Association's official website (www.hkfa.com).

Please do feel free to contact this Association if there is any other question.

Thank you for your kind attention.

Yours faithfully,



Vincent Yuen
General Secretary

Encl.: Application form for Using Team Name Other Than Club Name (2021-22 version)

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通告編號: 103/21 - VY

致: 各屬會
副本送交: 各董事、足總職員及有關人仕
發文人: 總幹事
事由: 2021-22 球季申請更改參賽球隊名稱
日期: 2021 年 7 月 23 日

敬啟者:

本會過往一直都接受參加香港足球總會聯賽之球會向董事會提出申請，以其官方名稱以外的名字作為參賽球隊名稱(冠名或易名)。而基於國際足協『體育誠信』(Sporting Integrity)指引，董事會在處理是否批准有關申請時，有需要考慮該申請的詳細背景資料，方可作出恰當的決定。因此球會在提出申請時，必須至少提供下列資料和費用，否則申請不被考慮：

1. 申請使用的中文及英文參賽球隊名稱；
2. 申請使用該參賽球隊名稱之原因，例如是由於獲得贊助而冠名/易名；
3. 所用參賽球隊名稱的背景資料，例如名字與商號或品牌有關時，要提供其行業及產品類別等資料，以確認有否抵觸法例(如知識產權、商標等)；
4. 轉名費用(現為港幣 5,000 元正)。

董事會亦保留權利，可向申請者要求提供更多及其他資料，以作考慮。

請注意，由於更改參賽球隊名稱是需要經由董事會每年度作出審批，如球會有計劃要於 2021-22 年度球季提出申請，本人在此建議應儘速在球季開始前辦理，以免延誤。一般而言，董事會於每個球季都會定下一個申請期限，逾期提出之申請將不獲受理。詳情請留意日後之公佈。

為方便球會可以提交簡易而完整之申請，秘書處已設計一份特定申請表格並隨此通告附上供申請者使用。該表格亦可透過本會官方網址(www.hkfa.com) 下載。

如有任何疑問，可與本會聯絡查詢。

敬謝垂注!

總 幹 事



袁 文 川 謹 啟

附件：球會使用其他參賽隊伍名稱申請表格 (2021-22 球季版)