

Claim Certificate

附件2.4(a)
Annex 2.4(a)

To: Director of Social Welfare
(Attn.: CHAN Siu-ming)

Innovation and Technology Fund for Application in Elderly and Rehabilitation Care (I&T Fund) Claim Certificate [Applicable to Procurement / Rental of Technology Products]

Name of Approved Applicant Organisation: Happy Rehabilitation Association

Name of Approved Applicant Service Unit(s):
1 Happy Rehabilitation Centre
2 Happy Rehabilitation Hostel
3
4
5

SWD File Reference: SWD/RMB/I&TF/T11/9999P

Date of Approval of the Grant: 9 January 2026

Description of Grant (as identical to the Approval Letter):

- Product Name: ABC Mobile Hoist
- Model Number: ABC-0001
- Amount Approved: HK\$ 25,000

Grant Code: E51123A45B678

Amount to be Claimed: HK\$ 23,999

Unclaimed Amount to be Reverted to the I&T Fund: HK\$ 1,001
(Net of the Final Claim)
(Applicable to Procurement and Final Claim)

二選其一
Choose either one
Grant Disbursement Arrangement:
(please "✓" the appropriate box)

☐ Bank Transfer
Please enclose a completed "Author covering letter printed on the official signed by an authorised signatory of

☒ Cheque
Please provide the Name of Payee and Mailing Address below and ensure the accuracy of all the information submitted, otherwise the cheque may not be delivered or encashed successful –

- Name of Payee: Happy Rehabilitation Association
- Mailing Address for Cheque: 987 Castle Peak Road – Kwu Tung, North District, NT

(Revised December 2025)

Enquiries

7. If you have any enquiry on this allocation, please contact CHAN Siu-ming of the Secretariat to I&T Fund of the Rehabilitation and Medical Social Services Branch at 3106 2876.

經辦人並非批核信簽署人
The Claim Certificate should NOT be addressed to the undersigned of the Approval Letter.

Yours faithfully,

~~Tai-ming~~
(WONG Tai-ming)
for Director of Social Welfare

Approval Letter

 Social Welfare Department

Our Ref.: SWD/RMB/I&TF/T11/9999P
Tel. No.: 3106 2876
Fax No.: 3188 2845

Approval Letter

9 January 2026

Agency Head
Happy Rehabilitation Association
987 Castle Peak Road – Kwu Tung, North District, NT

Details of Approved Grant

(Ref: SWD/RMB/I&TF/T11/9999P)
(Grant Code: E51123A45B678)

Approval Letter

Name of the Approved Applicant Organisation

Happy Rehabilitation Association
開心復康協會

The Approved Applicant Service Unit(s) (SU)

No.	Name
# 1	<u>Happy Rehabilitation Centre</u> 開心復康中心
# 2	<u>Happy Rehabilitation Hostel</u> 開心復康宿舍

請填上所有服務單位名稱
Please fill in name of ALL service units.

Details of Approved Product

Product Name		<u>ABC Mobile Hoist</u>				
Model Number		<u>ABC-0001</u>				
SU No.	Quantity	Amount	Maintenance Fee	Staff Training Fee	Miscellaneous Expense	Total Amount
# 1	1	\$10,000	\$1,000	\$900	\$600	\$12,500
# 2	1	\$10,000	\$1,000	\$900	\$600	\$12,500
Total:						<u>\$25,000</u>

如少於獲批款額，請填上實際金額（與發票及收據一致）
Please fill in the actual amount incurred if it is smaller than the amount approved (as identical to the invoice and receipt).

如少於獲批款額，請填上剩餘的補助金餘額（獲批款額 - 申領款額），否則請填「0」
Please fill in the unclaimed amount (Amount Approved – Amount to be Claimed) if the actual amount incurred is smaller than the amount approved; otherwise "0" should be inserted.

Claim Certificate

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In relation to our claim for payment under the I&T Fund for the procurement or rental of technology products listed above, I am authorised by the approved applicant organisation to certify that –

- (a) the product(s) currently claimed under this Claim Certificate –
 - (i) is/are the exact product(s) approved by the I&T Fund;
 - (ii) has/have been received in good conditions;
 - (iii) is/are in accordance with approved specifications and certifications;
 - (iv) has/have not been claimed previously and settled by the I&T Fund;
 - (v) has/have been checked to be correct against the supporting invoice(s) and receipt(s) in respect of the quantity(s), unit price(s) and amount(s); and
 - (vi) has/have been purchased or rented by quotation or tender in accordance with the procurement principles and/or procedures as laid down in Chapter 5 of the I&T Fund Manual;
- (b) full receipt(s), invoice(s), quotation record sheet and quotation(s) have been attached; and
- (c) the unclaimed balance (net of the final claim) of the grant will be reverted to the I&T Fund.



Organisation Chop

Signature of Agency Head: Chung-ming
Name of Agency Head: LEE Chung-ming
Post Title of Agency Head: Director
Date: 1 April 2026
Name of Responsible Staff: WONG Mei-mei
Contact Number: 2222 3333
Contact Email: wmm@happyrehab.org.hk

Note 1 Please fill in the name of the subject officer of the Social Welfare Department as stated in the "Enquiries" Section of the Approval Letter.

Approval Letter



By Email

Our Ref.: SWD/RMB/I&TF/T11/9999P
Tel. No.: 3106 2876
Fax No.: 3188 2845

9 January 2026

Agency Head
Happy Rehabilitation Association
987 Castle Peak Road – Kwu Tung, North District, NT

Dear Sir/Madam,

**Notification of Result for Application for
"Innovation and Technology Fund for Application in Elderly and
Rehabilitation Care" (I&T Fund)**
Happy Rehabilitation Association
開心復康協會
Procurement of Innovative Technology Product(s)
(Grant Code: E51123A45B678)

機構印章上的機構名稱必須與批核信上所載一致
The name of organisation shown on the organisation chop MUST be identical with the name stated on the Approval Letter.