

Reply Slip

**Briefing Session on Invitation for Proposals
for operating a Day Care Centre for the Elderly
at G/F, Government Accommodation, 18 Shing Fung Road, Kai Tak**

(Please return by fax at 3428 5661 **on or before 8 July 2026 (Wednesday) by 12:00nn**)

To : _____ Ms LEE Lok-yi, Joyce / A(E)54
From : _____
(Name of NGO)

Date : 10 July 2026 (Friday)
Time: 9:30 a.m. to 11:15 a.m.
Venue: Staff Development & Training Section
Social Welfare Department
Room 921, 9/F, Revenue Tower
5 Gloucester Road, Wan Chai
Hong Kong

I would like to inform you that the following representative(s) from my organisation will attend the briefing session (Maximum 2 staff):

	Full Name of Attendee	Post
1		
2		

Signature : _____

Name in Block Letter and Post : _____

Organisation : _____

Tel. No : _____

Fax No : _____

Email Address : _____

Date : _____

Notes:

- Please limit the number of attendees to **two** for the Briefing Session. The attendees will be considered on a first come, first served basis depending on the enrolment situation.
- We will inform you of the enrolment result and the number of attendees assigned to your organisation via a **confirmation reply sent by fax to your fax no. provided above by 9 July 2026 (Thursday)**.