

**Reply Slip for Site Visit on
Invitation for Proposals to operate an
Integrated Family Service Centre in Kwu Chun Estate,
Kwu Tung, Sheung Shui**

(please return on or before by fax on or before 5:00 p.m on 5 June 2026)

To: Family and Child Welfare Branch
Social Welfare Department
[Attn: Edith YEUNG, Social Work Officer (Family)5]
Fax No.: 2833 5840

The following person(s)* from our organisation will attend the site visit to be held at **10:00a.m.-10:30a.m. on 9 June 2026 (Tuesday) at 1/F, Chun Sin House, Kwu Chun Estate, Kwu Tung, Sheung Shui, N.T.-**

Name	Post
1.	
2.	

[*Quota: **TWO representatives** from each organisation.]

Name: _____ Post: _____

Name of Organisation: _____

Tel. No.: _____ Fax. No.: _____

Email address: _____ Date: _____

Remarks:

1. All nominated representatives within quota will be accepted automatically without further notification.
2. The site visit is only open for the registered representatives on scheduled time.
3. One more time slot may be arranged for site visit under special circumstances, e.g. attendance control as required and applicant organisations would be informed separately in case of being arranged for another time slot of site visit.
4. Visitors must arrive at least 10 minutes before the allocated timeslot.
5. Visitors may be required to present his or her staff card for verification at the time of registration.
6. Visitors must wear appropriate Personal Protective Equipment, including safety helmets and safety footwear, to enter the site.
7. If there are too many visitors at the site, SWD will arrange the admission on a first come, first served basis according to the capacity of the site. Queuing up outside the site for entry may be required.
8. The site visit will be cancelled if any of the following warnings remain in effect 3 hours before the event start time:
Red or Black Rainstorm Warning Signal; or Tropical Cyclone Warning Signal No. 3 or above; or extreme conditions is announced by the government.

**Reply Slip for Briefing Session on
Invitation for Proposals to operate an
Integrated Family Service Centre in
Kwu Chun Estate, Kwu Tung, Sheung Shui**

(please return on or before by fax on or before 5:00 p.m on 5 June 2026)

To: Family and Child Welfare Branch
Social Welfare Department
[Attn: Edith YEUNG, Social Work Officer (Family)5]
Fax No.: 2833 5840

The following person(s) from our organisation will attend the briefing session to be held at **3:30 p.m. on 12 June 2026 (Friday)** at Lady Trench Training Centre, 44 Oi Kwan Road, Wan Chai, Hong Kong

Name	Post
1.	
2.	

[Quota: **TWO representatives** from each organisation.]

Prepared by: _____ Position: _____

Name of Organisation: _____

Tel. No.: _____ Date: _____

Remarks:

1. All nominated representatives within quota will be accepted automatically without further notification.
2. The briefing session will be cancelled if any of the following warnings remain in effect 3 hours before the event start time: Red or Black Rainstorm Warning Signal; or Tropical Cyclone Warning Signal No. 3 or above; or extreme conditions is announced by the government.