**教育局通函第XX/2020號**

**Application for Relocation Grant**

**2023/24 School Year**

**(To be returned on or before 31 October 2023 (Tuesday))**

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| **To: Permanent Secretary for Education****(Attn: Kindergarten Administration Section,**  **Kindergarten Education Division, Education Bureau,****Room 3608, 36/F, Dah Sing Financial Centre, 248 Queen’s Road East, Wan Chai, Hong Kong)** |

On behalf of (name of kindergarten (“KG”)), I wish to apply for the Relocation Grant (“the Grant”) for the 2023/24 school year.

1. Premises Information:

|  |  |  |
| --- | --- | --- |
|  | Current Premises | New Premises |
| Address |  |  |
| Area | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sq. ft/ sq. m ^ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sq. ft/ sq. m ^ |
| Rental period(dd/mm/yyyy) | \_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ |
| Average rental amount per month within the rental period | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Whether landlord is a related party of KG\* | [ ] No[ ] Yes (Please specify relationship with the related party:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) | [ ] No[ ] Yes (Please specify relationship with the related party:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| Expected date of commencement of new premises |  |  |

^ *Please delete whichever is inappropriate.*

*\* Applicant KGs should report factually accurate information. Eligibility will be cancelled if KGs are found to have withheld information or provided false information.*

1. The following copy of document(s) is/are enclosed for application purposes:

[ ] tenancy agreement of current premises; and

[ ]  tenancy agreement of new premises/ other supporting documents.

For items (3) to (7) below, please ‘’ the boxes to confirm:

1. [ ]  I undertake that my KG will continue to join the Kindergarten Education Scheme in the coming four school years (i.e. 2024/25 to 2027/28 school years).
2. [ ]  I confirm that my KG is not eligible for other Government subsidies / resources or other public resources (such as Lotteries Fund) for purposes of relocation of the KG.
3. [ ]  I confirm that all information provided above is true, accurate and complete. I will provide supporting documents when requested by the Education Bureau (“EDB”) for vetting and approving my application.
4. [ ]  I undertake to return the Grant in full to the Government if my KG is not relocated to the new premises as planned after being disbursed with the Grant.
5. [ ]  I undertake to follow EDB’s requirements as stipulated in EDBCM No. 112/2023 to return the Grant to the Government.

School Chop

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| Signature of Supervisor: |  |
| Name of Supervisor: |  |
| Name of KG: |  |
| School Registration No.: |  |
| Tel. No.: |  | Fax No.: |  |
| Contact Person (Name): |  | (Post): |  |
| Date: |  |