

Tung Wah Group of Hospitals
Guidelines of the Tin Sau Bazaar Stalls Open Application 2022 (October)
(Only valid on or before 15 October 2022)

Introduction

To address the high cost of daily commodities and employment difficulties in Tin Shui Wai, a relatively remote community with limited job opportunities, TWGHs obtained the Government's support to set up Tin Sau Bazaar in February 2013. Stalls are being rented out at a very low rate to disadvantaged groups in the local community to sell daily necessities. In the first year of its operation, continuous efforts have been made to enhance the infrastructure and facilities of the Bazaar, strengthen business capacity of stall operators, as well as promote the Bazaar to the public. A Management Advisory Committee was also set up in November 2013 to provide a platform for community stakeholders and experts to discuss the operation management and long-term development of the Bazaar. Please read this guideline carefully for applying any vacant stall in the Bazaar.

Basic information

1. **Address** : 18 Tin Sau Road, Tin Shui Wai (Near the Tin Sau Road Park)(Outdoor)
2. **Operating hours** : From 8am - 10pm (open daily)
Please note :
 - i. The Bazaar closes on the first, second and the third day of Chinese New Year;
 - ii. The operating hours will be adjusted due to severe weather, maintenance or arrangement of any function.
3. **The updated vacancies**

(Note : Please visit Tin Sau Bazaar General Office or go to the website below <http://tsb.tungwahcsd.org/> for more information.)

Planned area/ stall no.	Accept these businesses <u>ONLY</u>	Size	①Power supply	Water supply and drain system	Rental fee (HKD)
Packaged Food / 306、607	Oils / canned goods / packaged food– dried seafood, eggs, cereals, oil, spices, packaged food, canned food, snacks, candies.	2M x 2M	1x 10A Socket	Public water supply and drain system	\$1,200/month
Living goods / 1012、1206	Clothing, toys, accessories, toys, tea, ethnic minority products, books, stationery, sports, AV products, entertainment, leather, incenses, cleansing products, beddings, vintage goods.	2M x 2M	1x 10A Socket	Public water supply and drain system	\$1,200/month



Note:

- ① Users are responsible for paying the consumption of electricity and maintenances expenses.

4. Requirements

- i. Above 18 years old; HK resident who is living in Yuen Long district;
- ii. Application will only be considered upon all required documents listed on 5(iv) are submitted;
- iii. The current licensees of Tin Sau Bazaar stalls are required to withdraw from their current stall in order to get a new stall;
- iv. Only individual application will be considered. Company and organization are not eligible.

5. Application procedure

- i. Application form: download at <http://tsb.tungwahcsd.org/> or visit the general office of Tin Sau Bazaar.
- ii. Every applicant can only submit one application. Repeated application will be disqualified.
- iii. All applicants are required to complete the declaration at any Home Affairs Department (Appendix 1) and submit the completed application form before deadline. Any uncompleted application will not be considered.
- iv. Application submission: Applicants are required to submit the following documents on or before 15th October 2022 at 9am – 1pm , 2pm - 7pm to the Tin Sau Bazaar General Office. (Mailing is also acceptable)
 - Application form
 - Photocopy of H.K.I.D.
 - Home address proof which bears applicant's name:
 - a. Water bill, electricity bill, towngas bill and centralised liquefied petroleum gas bill issued within the last 3 months, or
 - b. A Hong Kong tenancy agreement which is issued by Hong Kong Housing Society/ Hong Kong Housing Authority or has been duly stamped by the Inland Revenue Department, or
 - c. A statement with saving account, issued by the bank in Hong Kong within the last 3 months
 - Declaration
 - Proof of CSSA/Full Grant of School Textbook Assistance Scheme (if any)
 - An envelope (write down your home address on the envelope) with a \$2 stamp

6. Ballot procedure

- i. In order to create job opportunities for the underprivileged, all applications will be divided into two categories (i.e. the general application and the underprivileged group application). These applications will be balloted alternatively.

- ii. If the application number exceeds the number of stalls provided, the priority order of stall selection will be balloted. Applicants will indicate their preferences according to the priority order until all stalls are rented out. The waiting list is only valid until 10th October 2022.
- iii. The above ballot procedure will be conducted under the supervision of representative(s) of the Management Advisory Committee.
- iv. One address is only eligible for one application. (For the current stall operators, they have to return the current stalls before signing up the license agreement upon successful application.)
- v. Repeated applications with the same address will be disqualified. TWGHs will only process the first application received under this condition without further notice.
- vi. The result drawn from the ballot procedure is final. No appeal is accepted.
- vii. Any remaining stall will be arranged to the next application.

7. Stall Selection

The priority order of stall selection will be balloted. Applicants will indicate their preferences according to the priority order until all stalls are rented out.

8. Time table of open application

- i. Information will be posted up on the notice board and website of Tin Sau.
- ii. Application period starts from 1st to 15th October 2022. Completed application forms and documents should be submitted to the general office of Tin Sau Bazaar within the above period.
- iii. Ballot will be held on 24th October 2022.
- iv. Announcement of result Information will be posted up on the notice board and website of Tin Sau Bazaar on 27th October 2022.
- v. Signing up agreement on 1st November 2022.

9. License Agreement

License agreement will be provided until 2nd August 2023 for every successful applicant, terms and conditions listed on the agreement including:

- i. Licensees are required to pay the rental fee (including management fee, electricity charges, water bills and rates) punctually;
- ii. Licensees are required to fulfil the minimum operating hours requirements (no less than 6 hours a day, no less than 20 days a month);
- iii. Licensees are required to operate their own stalls;
- iv. Licensees cannot rent their stalls to any third party under any condition without the permission by TWGHs;
- v. Licensees are required to make sure any of their businesses are lawful with relevant licenses
- vi. Licensees are required to comply with all rules and regulations announced by TWGHs;



- vii. Any other terms and conditions listed on the agreement.
- viii. If you want to read the full version of the license agreement, please go to the general office during working hours.
- ix. The agreement is legally enforceable once it is mutually signed by the licensee and the licensor. Any licensee who wants to terminate or withdraw from the agreement, one month advance notice is required.
- x. Successful applicants are required to pay 2 months deposit and the first month's rental fee.
- xi. The attendance records, regulations violation records and rental payment records determine the agreement renewal opportunities.
- xii. The rent may be adjusted according to the market price and operation conditions.

10. Personal Information Collection Statement

- i. The information you provide to Tin Sau Bazaar, including any personal data will be used solely for purposes related to the application and activities of Tin Sau Bazaar. The personal data will be destroyed after three months.
- ii. Except where there is an exemption provided under the Personal Data (Privacy) Ordinance, you have a right of access to and correction of personal data held by TWGHs.
- iii. You are entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the General Office of Community Service Division, 6/F, Wong Fung Ling Memorial Building, 12 Po Yan Street, Sheung Wan, Hong Kong. Please indicate "Tin Sau Bazaar Open Application" and your application number on the cover of envelope.

11. Others

- i. TWGHs reserved the right to add, delete or vary this guideline and any of the terms and conditions herein from time to time.
- ii. TWGHs Tin Sau Bazaar reserves the right for making the final decision.
- iii. General Enquiry:
Phone: 3689-2325
Address: 18 Tin Sau Road, Tin Shui Wai
Working hours: 9am - 1pm, 2pm - 7pm