

# OXFAM TRAILWALKER is a special fundraising event.




Oxfam Trailwalker is one of the world’s largest fundraising hiking events. In Hong Kong, more than 100,000 participants have raised over HK\$572 million since 1986 to support Oxfam’s work with poor people around the world. Originally a local event, the Oxfam Trailwalker is now held internationally in fifteen other regions.

Oxfam has been working on development programmes that empower smallholder farmers to gain greater market access, and improve food production as well as their ability to prevent and handle disasters. We have also continued to urge governments to develop policies that are beneficial to smallholder farmers. Funds raised in Oxfam Trailwalker will help to improve smallholder farmers’ lives and , in the long run, lift themselves out of poverty.

## ENTRY REQUIREMENTS AND REGULATIONS

1. Participants must form a team of four people aged 18 or above
2. All registered teams must raise a minimum of HK\$7,600 in sponsorship (except for Pledge Teams, which must raise a minimum of HK\$72,000). To prevent team places from being wasted, registered teams that wish to withdraw from the event should give prior written notice to the organiser as soon as possible; otherwise the team should raise a minimum sponsorship.

### DETAILS ARE AS FOLLOWS:

		Minimum sponsorship
	Teams whose registration has been confirmed	HK\$7,600 HK\$72,000 (Pledge Teams)
	Withdraw with written notice on or before 27 August	Sponsorship not required
	Withdraw with written notice after 28 August-13 November	HK\$3,800 HK\$36,000 (Pledge Teams)
	Withdraw after 13 November, absent or withdraw on the event day	HK\$7,600 HK\$72,000 (Pledge Teams)

Donations must be submitted to Oxfam no later than 18 December 2018.

Teams that raise HK\$36,000 or above in Oxfam Trailwalker 2018 will be listed as Special Teams and will have priority in registering for next year’s event

3. Members of teams that fail to comply with the above regulations will not be permitted to participate in future Oxfam Trailwalker events.



## EVENT INFORMATION

- 1. Dates: 16 – 18 November 2018 (Friday to Sunday).
- 2. Route: The 100km route, starting from Sai Kung (Pak Tam Chung), first walk along Section 1-9 of MacLehose Trail (about 90km). After Distance Post M174, leave the MacLehose Trail and walk along with temporary OTW Distance Post to Po Leung Kuk Jockey Club Tai Tong Holiday Camp (Finish Point).
- 3. Team Category: Combined two categories, 'Super Trailwalker' and '24-hour team', to form the 'Elite Team' Category. Teams' start time will remain 8am on the event day.
- 4. Oxfam Super Trailwalker Certificate: Awarded to teams which all four members have completed the entire route within 18 hours.
- 5. Oxfam Trailwalker 2018 will accept 1,300 teams:

START TIME (16 NOV)	TEAM NUMBER	NUMBER OF TEAMS	TEAM CATEGORY	REQUIREMENTS
8am	8001 – 8180	180	Elite Team	Team should be awarded the right to participate before applying to this category. For details, please refer to the Oxfam Trailwalker website: <a href="http://www.oxfamtrailwalker.org.hk">www.oxfamtrailwalker.org.hk</a>
9:30am	0001-0300	300	Special Team	Teams raised HK\$36,000 or above in Oxfam Trailwalker 2017 (as there are over 300 qualifying teams, some Special Teams will have to start at 11am).
11am	0301-0580	280	a. Special Team b. Pledge Team c. Sponsors & Supporting Org. Team	a. Teams raised HK\$36,000 or above in Oxfam Trailwalker 2017, but exceeded the 300-team quota start at 9:30am. b. Any team that pledged HK\$72,000 or more to Oxfam Trailwalker 2018 can apply for this category (quota: 50 teams). For details, please contact Oxfam. c. Teams from sponsoring companies and supporting organisations.
12:30pm	0581-0850	270	Open Team	Teams will be picked at random. Teams allocated a slot will have to register (please see next page).
2pm	0851-1120	270		

- 6. Oxfam reserves the right to change the event dates, route or cancel the event in case of adverse weather conditions and/or other unpredictable factors.
- 7. All participants will be required to submit a signed disclaimer at the start of the event to acknowledge that they take part in the event at their own risk.



## APPLICATION/BALLOT/REGISTRATION PROCEDURES

- 1. Application Period: 8th to 24th May. Late applications will not be accepted.
- 2. In the interest of fairness, every applicant should only submit one application (regardless of how applicants choose to apply). Applicants will be identified by their Hong Kong Identity Card or passport number. Submission of more than one form by the same individual(s) is prohibited. If this occurs, all relevant applications will be rendered void.
- 3. Each team will need to submit a non-refundable application fee of HK\$120. Please note that cash or cheques will not be accepted. Ways to submit application and fee are as follow:

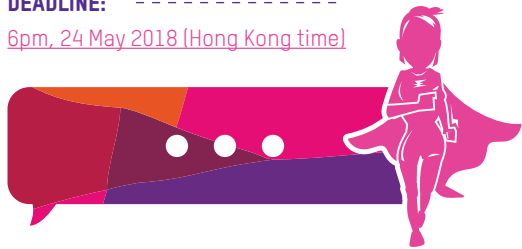


## ONLINE APPLICATION

You can apply online ([www.oxfamtrailwalker.org.hk](http://www.oxfamtrailwalker.org.hk)) and pay the application fee by credit card (VISA / Master / UnionPay / American Express).

### DEADLINE:

6pm, 24 May 2018 (Hong Kong time)



## SUBMITTING YOUR APPLICATION FORM

Please submit the application fee to Oxfam Hong Kong's bank account:

	Deposit at a bank branch (Please inform the teller of your application number)	Through ATM or e-Banking
Bank of China	012-874-0-013039-1	
Hang Seng Bank	284-401080-010	

Please write your team leader's name on the original copy of the deposit slip or on a printed copy of the online transfer Acknowledgement Note, and submit it together with the Application Form as proof of payment to Oxfam by 24 May. Late applications will not be accepted. Please note that we do not accept applications by fax or email.

### A. BY POST:

Mail the Application Form together with the proof of payment to Oxfam Hong Kong (forms will be dated according to the postmark).

### B. BY HAND:

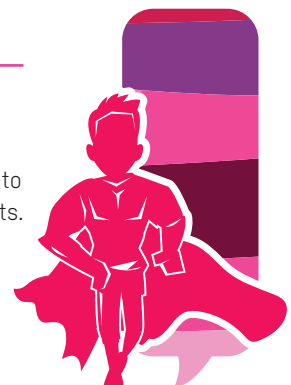
17/F, China United Centre, 28 Marble Road, North Point, H.K. (North Point MTR Station Exit A4)

Office hours: 9am-1pm and 2pm-6pm, Monday to Friday

- 4. The leader of each team will receive an application number for their team from Oxfam for the ballot. Teams that have submitted their forms and application fees but have not heard from Oxfam by 29 May should contact 2520 2525 as soon as possible, and, in any event, no later than 31 May. Late notifications will not be entertained.
- 5. The ballot will be carried out on 5 June at Oxfam's office. The drawing process and results will be overseen by auditing firm KPMG.
- 6. Apart from 540 eligible teams, 300 waitlisted teams will also be drawn on 5 June. Oxfam will notify the leader of each team individually.
- 7. Results of the ballot will be posted on the Oxfam Trailwalker website on 5 June, at 9:00pm.
- 8. The results of the ballot announced by Oxfam will be final and are not to be contested.
- 9. Leaders of the teams who are allocated slots from the ballot will then receive notification from Oxfam that their applications are successful together with a link for online registration or a Registration Form.
- 10. Unsuccessful teams will be notified by end of June.
- 11. Successful teams should pay the HK\$1,400 registration fee by 4 July, otherwise Oxfam will assume that the team will not join the event. Their slot will be allotted to the next team on the waiting list. Successful teams should take note of the registration procedures below:
  - a. Register online**  
After completing the online registration and paying the registration fee of HK\$1,400 by credit card (VISA / Master / UnionPay / American Express), send a copy of the team leader's HKID/passport to Oxfam (the copy must correspond with the details provided in the Application Form).
  - b. Register by post**  
Send the completed Registration Form to Oxfam together with a copy of the team leader's HKID / passport (the copy must correspond with the details provided in the Application Form) and the original deposit slip or a printed copy of the online transfer Acknowledgement Note for the HK\$1,400 registration fee (cash or cheques will not be accepted).
- 12. The registration fee is non-refundable. The fee cannot be regarded as a donation and is not tax-deductible.
- 13. Teams that fail to submit all required items by 4 July or whose HKID/passport particulars do not correspond with those on Application Form will have their applications cancelled. Their slots will then be allocated to teams on the waiting list.

## IMPORTANT NOTES

- 1. The information collected in the Application Form will be used for the purpose of organising Oxfam Trailwalker.
- 2. Data of all participants will be checked against the records of past Oxfam Trailwalker. Oxfam reserves the right not to accept teams whose member(s) have failed to fulfill the minimum sponsorship requirement in any of the previous events.
- 3. Male / Female / Mixed / Veteran I (aged 55-64) and Veteran II (aged 65 or above) categories will be assigned according to the personal details of each team.
- 4. Oxfam reserves the right to accept or reject any applications.



## IMPORTANT NOTICE ON PERSONAL DATA USAGE



The personal data collected will be handled confidentially and will be used by Oxfam and its service providers for the purpose of donation, administration, receipt issuance and related communications. To connect closely with you and to keep you informed of Oxfam's work against poverty as well as its advocacy, development and fundraising progress, Oxfam and its service providers may use your contact information (name, telephone, email and address) for the purposes of communications, fundraising, volunteer recruitment and survey administration. If you would not like to receive such materials or communications, please tick the box.

## IMPORTANT NOTES FOR CHANGING YOUR TEAM MEMBERS

1. In the interests of fairness, the LEADER of each open team that is allocated a place from the random ballot CANNOT be changed. Changing of a team leader will result in the disqualification of the whole team.
2. However, you can change your team member(s) during the following phases:

PHASE	FEE	PERIOD	PROCEDURES
Payment of Registration Fee	HK\$1,400	6 June – 4 July	HK\$1,400 submitted at registration, otherwise Oxfam will assume the team has given up their slot.
Submission of Particulars of Confirmed Team Members	Free	6 June to 25 October	Submit team members' details on Oxfam Trailwalker website, or fill in Registration Form and fax, email or post to Oxfam.
Late Change of Team Member	HK\$200 per member	26 October to 13 November	Fill in the Change of Team Member Form and submit together with the change of member fee to Oxfam. If a team member is changed after 13 Nov, the form and fee should be submitted on the event day.
Change of Team Member on Event Day	HK\$500 per member	16 November	Fill in the Change of Team Member Form and pay the fee in cash on site.

All fees are non-refundable. They cannot be regarded as a donation and are not tax-deductible. Oxfam Trailwalker is a challenging team event. Participants are strongly recommended to schedule enough time for training and team-building before the event. Please avoid changing team members in the month prior to the event.

## OXFAM TRAILWALKER ROUTE



## OXFAM TRAILWALKER IS A CHALLENGING TEAM EVENT

Participants form a team of four:

- to complete the 100 km trail within 48 hours
- to encourage each other along the way despite all challenges
- to train and form a support team at least three months before the event



The trail is 100 km long, starting from Pak Tam Chung, in Sai Kung, to the Po Leung Kuk Jockey Club Tai Tong Holiday Camp, in Yuen Long. There are nine checkpoints and one control point along the trail. The route to the Finish Point can be challenging, and has some unpaved and uphill paths. Participants are advised to train adequately before the event by walking each of the ten sections of the trail. For details, please visit the Oxfam Trailwalker website.

## REMINDER

Has your team provided all the required information?

Has the original deposit slip or a printed copy of the online transfer Acknowledgement Note been enclosed?

Email: [otwinfo@oxfam.org.hk](mailto:otwinfo@oxfam.org.hk)

Tel: 2520 2525

Fax: 2527 6213

Website: [www.oxfamtrailwalker.org.hk](http://www.oxfamtrailwalker.org.hk)  
[www.oxfam.org.hk](http://www.oxfam.org.hk)

Address: 17/F, China United Centre, 28 Marble Road, North Point, Hong Kong.

Office hours: 9am-1pm and 2pm-6pm, Monday to Friday

Facebook: [Oxfamtrailwalkerhk](https://www.facebook.com/Oxfamtrailwalkerhk)