**Distribution of Free “M” Mark Event Tickets to**

**People from Less Privileged Backgrounds**

**Post-event Evaluation Form**

(To be completed by NGO ***within one week upon the completion of the event***)

1. **Particulars of the visit**

|  |  |  |
| --- | --- | --- |
| Name of “M” Mark Event | : |  |
| Date(s) of visit | : |  |
| Time of visit | : |  |
| Venue | : |  |

1. **Statistics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| \*No. of tickets received | : |  | \*No. of tickets distributed | : |  |
| \*Actual attendance | : |  person |
| \*Participation rate | : |  % (i.e. Actual attendance/no. of tickets distributed) |
| \*Age range of participants |  |  |

1. **Others**

|  |  |  |
| --- | --- | --- |
| Overall feedback | : |  |
|  |  |  |
|  |  |  |
| Suggestion | : |  |
|  |  |  |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| \*Organisation | : |  | \*Signature | : |  |
|  | \*Name | : |  |
| \*Organisation Chop | : |  | \*Post | : |  |
| \*Date | : |  |

*\*Mandatory Fields*

Please return this completed form by fax to Major Sports Events Committee Secretariat at 2519 7404 or by email to **msecs@hab.gov.hk**. Thank you.