



Gentle Reminders

- To attend the Ceremony, no registration is required. You must, however, present the invitation letter issued to you in late August when entering the venue. Those who cannot present their invitation letters should seek assistance at the Information Counter. Awardees are to be seated by groups (namely A1 to A4, B1 to B4, C1 to C4, and D1 to D4) in the **designated areas** as shown in the plan below.
- Relatives and friends** must present their guest tickets issued to them in late August for free seating in **Zone G** (between the VIP Zone and that for awardees as indicated in the plan).
- You will receive your award by groups as shown below. Please queue up and proceed to the stage as instructed.

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|---------|-------------------------|---------|-------------------------|
| Group 1 | (Zone : A1, B1, C1, D1) | Group 2 | (Zone : A2, B2, C2, D2) |
| Group 3 | (Zone : A3, B3, C3, D3) | Group 4 | (Zone : A4, B4, C4, D4) |
- To show respect to other awardees and to avoid unnecessary interruption, please do not leave your seat to take photos during the Ceremony. Professional photographers will be at the service of the Ceremony. Moments of certificate presentation will be captured by the professional crew.
- Photos of the Ceremony will be available for download in early October from our website: www.crotc.org.hk, as well as our Facebook page.  敬師運動委員會 CROTC 
- To show respect to other awardees, please **do not leave the Ceremony** before it is completed.
- The commendation certificate and souvenirs** will be given to you **after the Ceremony is completed**. To collect them, please queue up as instructed.
- Please present your invitation letter when collecting your commendation certificate and the souvenirs. You may also collect the souvenirs on behalf of your relatives and friends by presenting their Guest Tickets.
- CROTC has arranged extra free shuttle bus services with Kowloon Bay International Trade and Exhibition Centre for participants of the Ceremony. The free shuttle bus stop is located on the ground level of Telford Plaza Phase 2 (Exit A of the Kowloon Bay MTR Station).

