Annex

Registration Opening Dates for SmartPLAY Organisation Users

	Categories of Designated Organisations	Registration Opening Date
A	Organisations registered with a Certificate of Registration of a Society under the Societies Ordinance	November 24, 2026 (Tuesday)
B	(1) Non-governmental organisations receiving subvention allocations from the Social Welfare Department (2) Charitable organisations exempt from tax under section 88 of the Inland Revenue Ordinance (3) Bona fide associations, corporations, government staff clubs and trade unions/ federations of trade union registered with Certificate of Incorporation under the Companies Ordinance; or Certificate of Registration of a Trade Union/ Federation of Trade Unions under the Trade Unions Ordinance (4) Offices of District Council Members (5) Affiliated clubs of National Sports Associations, with these affiliated clubs registered with Certificate of Incorporation under the Companies Ordinance; or Certificate of Registration of a Society under the Societies Ordinance; and (6) Government departments (including trading fund departments), public/ statutory bodies organising departmental/ public functions	January 4, 2027 (Monday)

Remarks:
1. Each eligible organisation can open only one SmartPLAY Organisation User account, and one "Organisation Representative" shall act as its representative to handle the registration procedures and future bookings of leisure facilities and event enrolments. Each "Organisation Representative" can register on behalf of one organisation only, and the system will reject duplicate applications by the same "Organisation Representative".

2. For the registration steps, please refer to the tutorial video for "Organisation User Registration":
https://www.smartplay.lcsd.gov.hk/website/en/video/tutorial.html