



LKFAssociation
蘭桂坊協會

20/F On Hing Building,
No.1 On Hing Terrace,
Central, Hong Kong

T: [REDACTED]
F: [REDACTED]

11 April 2017

Mr. YIP Wing Shing, BBS, MH, JP
Chairman,
Central and Western District Council,
11/F, Harbour Building,
38 Pier Road, Central
Hong Kong

VIA POST and FAX: [REDACTED] and [REDACTED]

CC:

Transport Department
Police – Central district
Lands Department

Fax: [REDACTED]
Fax: [REDACTED]
Fax: [REDACTED]

Dear Mr. Yip,

Lan Kwai Fong “Happy 20th Party” – 30 June 2017

To cohere with the major events in society celebrating the 20th anniversary of HKSAR's establishment, LKFA intend to organise a one-day street event to celebrate the special time with a range of interactive stage and booth games and street performance on Lan Kwai Fong 1-6. We are writing to solicit your approval of extending pedestrianisation hours in Lan Kwai Fong during the appointed days.

Lan Kwai Fong “Happy 20th Party” is organized by Lan Kwai Fong Association which is a non-profit making organization. It is free-of-charge to the public and it aims to celebrate the 20th anniversary of HKSAR's establishment and promote the Central area to local and international visitors alike.

During the period of celebration, we are planning to set up booths on Lan Kwai Fong 1-6 at 5 pm to 11:30 pm for public to enjoy the festive atmosphere and joyous activations. Stalls set up will commence at 3 pm on 30th June and dismantling will be completed by 12:30 am on 1st July.

In order to enable a smooth set up arrangement and to provide a clear message to vehicles and for the safety of all visitors and pedestrians who may pass through Lan Kwai Fong during this period, we would like to request continuous road closure during the following hours:

Date	For Lan Kwai Fong “HKSAR 20 Party”	Normal Pedestrianisation Hours (Lan Kwai Fong Street)
30 th June 2017	15:00 to 00:00	00:00 to 05:00 & 19:00 to 24:00
1 st July 2017	00:00 to 00:30	00:00 to 05:00 & 19:00 to 24:00

Similar to other LKFA events, we will be distributing 200 public notices to our Lan Kwai Fong neighbours for seeking their comments.



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T. [REDACTED]
F. [REDACTED]

Enclosed please find the below documents for your reference:

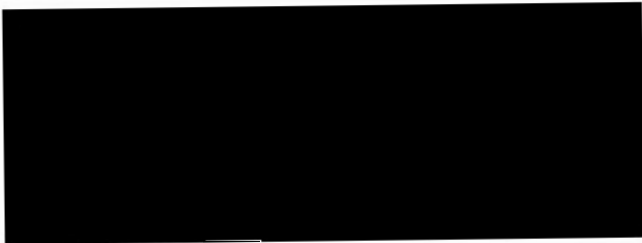
- > General Information of Lan Kwai Fong "Happy 20th Party"
- > Location plan which indicates the area we would like to use
- > Public Notices to our Lan Kwai Fong neighbors

We greatly appreciate the Central and Western District Council continuous support on our Lan Kwai Fong events and hope to seek your assistance on our coming LKF "Happy 20th Party".

Should you wish you further discuss on the event details, please do not hesitate to contact Ms. Akira Cheung on [REDACTED]

Once again please accept my deep appreciation for your invaluable support.

Yours sincerely,



Spencer Chan
Association Director
Lan Kwai Fong Association

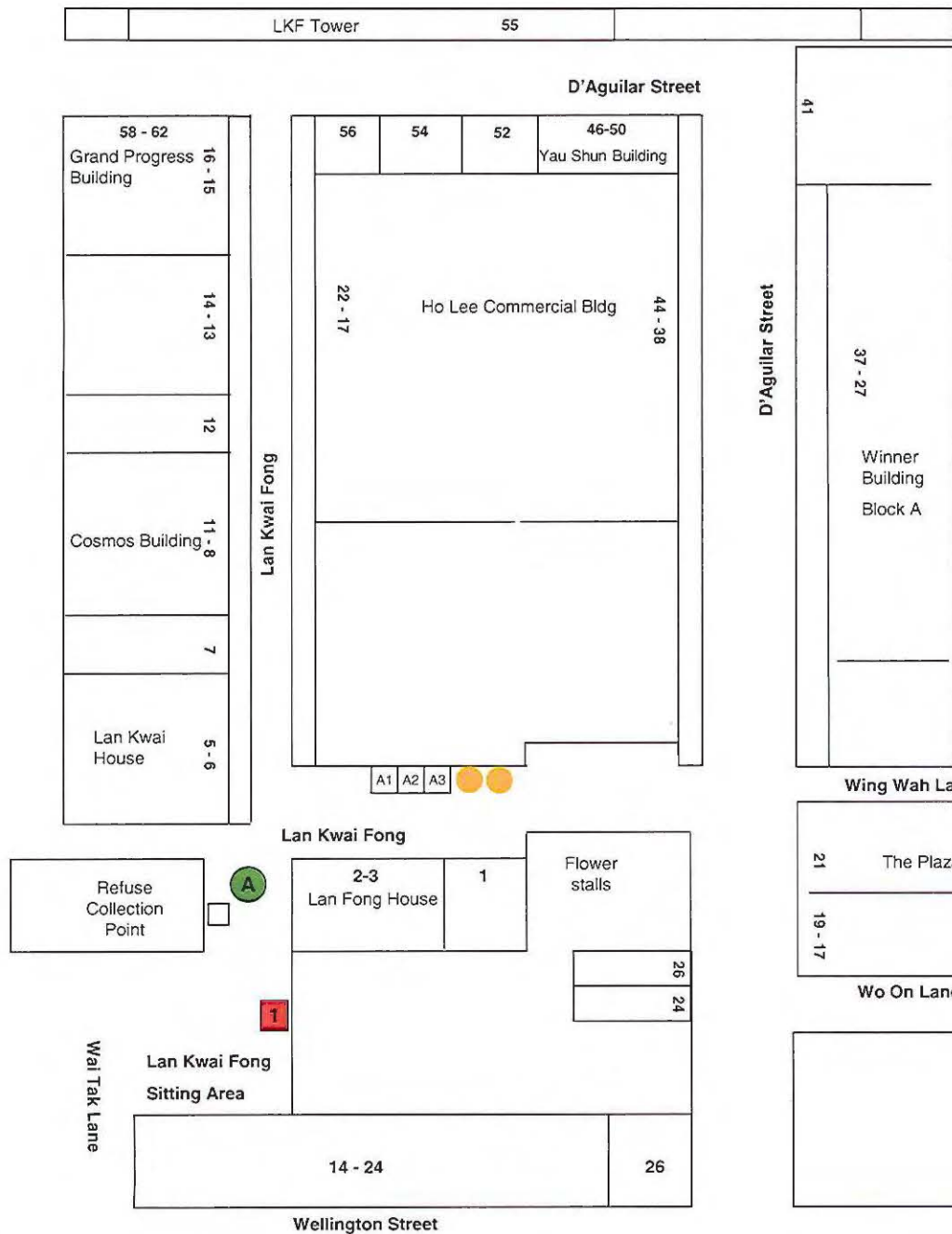
.Encl



Lan Kwai Fong "Happy 20th Party" General Information

Date	30 th June 2017
Time	<u>Stall Operating Times: (Tentative)</u> 30 th June (Fri): 5pm to 11:30pm <u>Vehicle Road Closure Time:</u> 30 th June (Fri): 3pm to 12:30am
Theme	Lan Kwai Fong "Happy 20 th Party"
Number of Booth	3 booths (To be confirmed)
Visitors	Open to Public
Stall Set Up	One Banquet table/ size: 1.6m (L) x 0.6m (W) X 0.74m (H) One Marquee/ Size : 2m (L) x 2m (W) x 2.5m (H) <i>One spotlight to light the stall</i>
Stall Varieties	(1) Interactive games stalls (2) Photo Booths
Outdoor Decoration	Lan Kwai Fong area will be decorated with theme-related materials to create a festive atmosphere
Entertainment	Street performance will be scheduled all night long such as interactive games, live bands, and dancers to enhance the festivities, along with festive games such as eating or drinking competition.
Performance Areas	In front of the Refuse Collection Point
Publicity	<i>(Date and Venue to be confirmed)</i>
Supporting Organizations	To be confirmed
Sponsors	To be confirmed
Enquiry	Lan Kwai Fong Association Akira Cheung (Tel: [REDACTED]) Spencer Chan (Tel: [REDACTED])

Lan Kwai Fong "Happy 20th Party"



- = First Aid Booth
- = Performance Stage
- = Booths with Marquee
- = Photo Ops

Marquee & Table Sizes:

Marquee: 2m (L) X 2m (W) X 2.5m (H)
 Banquet table: 1.6m (L) x 0.6m (W) x 0.74m(H)

Performance Stage Size:

Performance Stage #2 - Outside RCP
 3.6M(W) X 2.4M(D) X 0.9M(H)
 Performance Stage #3 - Outside LKF Tower
 144"(L) x 96"(D) x 18"(H)

* Working Floor Plan Prepared By LKFA: 11 April 2017
 For Internal Planning Purpose Only

日期: 2017年4月11日
致: 蘭桂坊各大商戶及住戶
由: 蘭桂坊協會
主題: 2016年6月30日-「香港二十·蘭桂坊派對」

蘭桂坊各大商戶及住戶

「香港二十·蘭桂坊派對」將於2017年6月30日舉行。
活動詳情,請參閱下列資料:

時間及地點

時間: 2017年6月30日(星期五)
下午5時至下午11時30分
地點: 蘭桂坊街頭-(蘭桂坊1-6號)

擬定特別封路措施

原定「行人專用區」開放時間將會延至下列時段:
6月30日(星期五)下午3時起至7月1日(星期六)凌晨12時30分止

戶外攤位

蘭桂坊1-6號一帶將會設置戶外攤位及帳篷

表演項目及娛樂

一連串的精彩表演及特別音樂播放亦將會在蘭桂坊進行

環境(垃圾處理)

為了協助我們提供一個更優質,更清潔的環境舉行是次活動,敬請各商戶及住戶妥善地處理垃圾及請不要將垃圾棄置在街上(*垃圾應放置在威靈頓街,渣打銀行對面)。

活動期間如有任何意見及查詢,歡迎致電 [REDACTED] 與張小姐聯絡或致電 [REDACTED] 與陳先生聯絡。

蘭桂坊協會

Date: 11 April 2017
To: Lan Kwai Fong Neighbors
From: Lan Kwai Fong Association
Subject: Lan Kwai Fong "Happy 20th Party" – 30 June 2017

Dear Lan Kwai Fong Neighbours

We are glad to announce that Lan Kwai Fong will be organizing Lan Kwai Fong "Happy 20th Party" on 30 June 2017.

Please find below details of the event for your information:

Time & Place

Time: (Friday) 30 June 2017, from 5:00PM to 11:30PM
Place: Lan Kwai Fong 1-6

Proposed Special Road Closure

From (Friday) 30 June 2017 at 3PM to (Saturday) 1 July 2017 12:30AM

Booth Set Up

There will be booths and marquees set up throughout Lan Kwai Fong area

Activities and Entertainment

There will be interactive entertainers and music throughout Lan Kwai Fong area.

Environment (Rubbish Arrangement)

Help us to keep the street clean during "Happy 20th Party", please make good arrangement to manage your rubbish and please don't leave any rubbish on the street. Please make all rubbish deposits via Wellington Street (Opposite Standard Chartered Bank).

Throughout the event, should you have any views or questions, please contact Ms. Akira Cheung at [REDACTED] or Mr. Spencer Chan at [REDACTED]

Regards
Lan Kwai Fong Association