

Hong Kong Legal Walk

Participant Onboarding

Thank you for signing up to the inaugural Hong Kong Legal Walk 2023!

The Hong Kong Legal Walk is a community event where we join together with Hong Kong's legal community to walk through some of Hong Kong's most spectacular spots, whilst raising funds and awareness for Equal Justice Hong Kong, Mind HK and Justice Without Borders. Let's together, as one legal profession, unite to serve our local communities.

Your Role as Team Organiser or Individual Participant

For all teams, please submit a team list of all participants to the Hong Kong Legal Walk. Our partners OnlineSurvey.net have prepared this link to be completed either by team organizers, or all participants who are part of a team: <u>https://legalwalkhk.onlineform.ai/legalwalk2023registration</u>

Fundraising tips

Remember to share your fundraising link with colleagues, clients, family, friends and peers across the industry. Given the success of last year's campaign where we raised more than HK\$1,000,000 for charity, initiatives such as matching employee fundraising efforts helps to drive staff engagement and donations. Photos of pets also attract greater donations, so don't forget to invite your furry friends to walk with you!

Walk the (Virtual) Walk!

As the HKLW takes places from 10 October – 29 November, you are free to choose the route and walk timing of your choice. As the weather starts improves, feel free to go on your favourite Hong Kong hike or challenge yourself with something new!

This year's exciting addition is the <u>Hong Kong Legal Walk Family Fun Day</u> which takes place on <u>26 November (Sunday)</u>.

Consider organizing your walk on this day for the **Family Fun Day**, which your team can come down for. Each member from your team that signs up, will receive complimentary tickets to the AIA Wheel, which you can redeem at the Family Fun Day. The **Family Fun Day** is an open event hosted from 12 – 5pm where there will be various carnival game stalls hosted by some of the supporting law firms, sponsors, and supporters of the walk!

Join us on this most memorable of days to take incredible photos at this major Hong Kong landmark and engage with the local community (whilst participating in family friendly games hosted by our Leading Benefactors & Sponsors).

How do we record our walk?

To complete the walk, simply record your efforts via a trail walking app, such as Strava, GoogleFit or TrailWatch, take a screenshot and share it on LinkedIn, for you or your team, tagging @Hong Kong Legal Walk and #HKLW2023.

You are also free to email us at

info@legalwalkhk.org

Hong Kong Legal Walk

🔗 HKLW FAQs

Are any parts of the event in person?

Yes - we have several events held as part of the Hong Kong Legal Walk, including our opening ceremony, cocktail & canapes community mixer, and Closing Ceremony & Prize Giving Lunch.

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Please refer to our Key dates, events, and upcoming plans by clicking here for all details and rsvp links.

How do we become a benefactor?

Law firms, chambers and in-house teams who raise over HK\$15,000 become a Benefactor which qualifies them for two tickets for the Closing Ceremony, for those that manage to go the extra mile and raise HK\$35,000 will become leading benefactors entitling them to receive additional benefits courtesy of the HKLW volunteering committee.

Our charitable milestones are highlighted below!

Become a Benefactor - with HK\$15,000 raised:

- Logo on the HKLW website here: <u>https://legalwalkhk.ic.hk/sponsors-supporters/</u>
- Logo in the HKLW media pack (attached)
- Receive two tickets for the Hong Kong Legal Walk Closing Ceremony & Prize Giving

Become a Leading Benefactor - with HK\$35,000 raised

- 'Community spotlight' interview to be shared via LinkedIn
- Logo highlighted on the HKLW website as a Leading Benefactor
- Quote for firm representative to be added to our `Words of Support': <u>https://legalwalkhk.ic.hk/words-of-support/</u>
- Receive four tickets for the Closing Ceremony & Prize Giving
- Receive a table at the HKLW Family Fun-Day at the AIA Wheel & Vitality Park (subject to availability)
- Logo featured on all HKLW promotional material including a city-wide MTR advertising campaign

Is there an entry fee?

No. We do not charge an entry fee for teams or walkers, but there is a minimum donation fee of HKD 100. This is, however, a fundraising event so please do enter with the intention of raising money. We are targeting HK\$1,000,000 raised again in our second year so we encourage everyone to get active and raise as much money as possible!

Will donors receive tax deductible receipts for their donations?

Yes. Every single donor contributing to their team's total and every individual donating to the core campaign will receive a tax deductible receipt. For corporate donations by teams, for administrative reasons only the first lump sum donation made by bank transfer will receive a tax deductible receipt.

Is it possible to donate our t-shirts after we have worn them for the walk?

Yes. Gall Solicitors in Dina House on Duddell Street will be the drop off point for all donated t-shirts, which will be donated to a local charity. This is purely optional for participants - feel free to keep your t-shirt as a souvenir if you wish!

Will there be first aid points for the walk?

No, as teams can walk whenever they like from 20 October – 29 November to take on their walk, we will not have anyone on-site to help with first aid or other healthcare services. Please exercise in accordance with your level of choice and at the level that's right for you. As a virtual walk, participation is at your own risk, so please be safe out there, and be sure to have fun!

We are not a law firm or in-house team - can we still take part?

Companies related to the legal profession, such as consulting and recruitment firms, are not able to become benefactors or sponsors, but are still welcome to be listed on our website with a team, and help raise funds for the very important causes we are contributing towards. With several sponsors already supporting the HKLW, certain opportunities are locked behind exclusivity so please get in touch <u>chris.seddon@legalwalkhk.org</u> for more information.

WHEN ARE PRIZES GIVEN OUT?

The prize winners will be announced during the closing ceremony, which will take place on Wednesday, November 29, at 6:30pm. This formal dinner/drinks evening will be attended by major donating firms, sponsors, charities, and supporters and will be held at the prestigious Hong Kong Club.

Invites for this event will be sent directly to nominees and team leaders.

HOW DO WE TRACK OUR WALK?

Just use any tracker app such as Strava, TrialWatch – and share the results directly on LinkedIn using #HKLW and tagging our page.

WHEN SHOULD WE DO OUR WALK?

Consider organizing your walk on Sunday 26 November for the Family Fun Day. Each team member that signs up will receive complimentary tickets to the AIA Wheel, which can be redeemed at the Family Fun Day.

The Family Fun Day is an open event hosted from 12 – 5pm on 26 November where there will be various carnival game stalls hosted by some of the supporting law firms, sponsors, and supporters of the walk!

(OPTIONAL) INTERNAL MEMO TEAM ORGANISERS MAY LIKE TO USE – EDIT AS NEEDED

Dear Team,

I wanted to bring your attention to an exciting opportunity that we proudly support: the Hong Kong Legal Walk.

This charity initiative unites the legal community in raising funds for some truly great causes, with more than 100 teams signed up to participate in this initiative!

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By taking part in our own charity walk, there is the exciting opportunity to compete for several prizes across different categories:

- **Grand Prizes Fundraising Champions** (1st, 2nd & 3rd) grand prizes of the most funds raised is a specially commissioned HKLW art pieces for 1st and 2nd by the renowned artist Creet, with 3rd prize by artist Yaz, all generously sponsored by Wei Gallery, Creet & Artyze
- **Furthest Distance** Nixon Watches, male & female categories, donated by WeRaise, by walking the furthest distance on your day out
- **Biggest Team** The firm who field's the biggest team, everyone wins trendy and unique caps provided by Carnaby Fair!
- **Best Dressed Get dressed up to win a** luxury hamper, provided by Comvita Honey
- Largest individual donor largest individual donotion will receive a framed and mounted piece of photography, especially commissioned for HKLW by Julian Cohen of Resolution Chambers

To actively contribute to the cause, we have decided to organize our own charity walk on

B DATE & WALKING DISTANCES

3 options for participation, which you can participate in at your chosen level:

- Walker - 7.5km - recommended route from Taikoo to the AIA Wheel & Vitality Park

- **Trekker** - 12.5km - recommended route from Aldwich Bay to Kennedy Town

- Challenger - 25km - any chosen route

We can either participate in the Family Fun Day at the AIA Wheel & Vitality Park on 26 November 2023, or walk on a date of our choice between 20 October 2023 and 26 November 2023.

As a team, we can walk together and raise money to help our local communities, united with our peers across the profession in Hong Kong.

Together, let's make a difference and demonstrate the incredible spirit of our Team!

EVENTS AND RSVP LINKS

HKLW 2023: Key dates, events, and upcoming plans (mailchi.mp)

OUR SOCIALS & KEY LINKS

HKLW Website - https://legalwalkhk.ic.hk/

HKLW LinkedIn - https://www.linkedin.com/company/hong-kong-legal-walk

HKLW 2023 Prizes

Please make sure when you share your walk photos, to tag our LinkedIn page, using the #HKLW2023 #HongKongLegalWalk