

租用設施申請表

APPLICATION FOR USE OF FACILITIES

致 Attn: 京士柏運動場 – 租用設施部 King's Park Sports Ground - Booking Section
電話 Tel: +852 2332 7112 傳真 Fax: +852 2332 7431

租用設施 Facilities to hire:

仿真草場 Astro-Turf:	1 號場 Pitch 1 <input type="checkbox"/>	2 號場 Pitch 2 <input type="checkbox"/>	3 號場 Pitch 3 <input type="checkbox"/>
申請人姓名 Name of Applicant:	_____		電郵 E-mail: _____
機構名稱 Name of Organization:	_____		電話 Tel _____
聯絡地址 Postal Address:	_____		No.: _____
			傳真 Fax _____
租用日期 Date(s) of Booking:	_____		No.: _____
			時間 Time: _____
活動性質/名稱 Nature/Name of Activity:	_____		預期參與人數 Expected Number of Participants: _____
會否向參加者收取費用 (如會, 收多少) Any collection of fees/charges from the participants? (If yes, how much?)	_____		
簽署 Signature:	_____		日期 Date: _____

租用規例 Rules to Hirers:

- 1 必須穿著合適鞋履 Correct footwear must be worn.
- 2 不允許攜帶外來食品和飲料進入京士柏運動場。簽署此預訂表格，即表示你同意確保和你的相關使用場地群組和支持者遵守此規則。
Outside Food and Beverage is not allowed at Kings Park Sports Ground. By signing this booking form you agree to ensure compliance with this rule from your booking group and supporters.
- 3 已批核之訂場有可能因應球場管理層之緊急需要，如香港欖球總會之優先及/或國際隊伍之考慮，而作出調整
Bookings may be subject to cancellation or rescheduling at short notice, with priority given to HKRFU and/or International teams.

OFFICE USE ONLY

批核 Booking Confirmed by:	日期 Date:	帳單 Invoice #:
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備註 Remarks:

- 請填妥表格，傳真至京士柏運動場
Please complete the form and fax to the King's Park Sports Ground.
- 取銷已批核之租用設施費用如下。
Cancellation fee will be charged if you cancel a confirmed booking:
- 如閣下通知期多於設施租用日期之兩星期，將徵收租用款項之50%。
50% of charge rate with more than 2 weeks' notice.
- 如閣下通知期少於設施租用日期之兩星期，將徵收租用款項之100%。
100% of charge rate with less than 2 weeks' notice, or fail to turn up for a confirmed booking.
- 京士柏運動場沒有提供單次使用的塑料容器，我們鼓勵所有用戶使用我們的免費飲水機和可重複使用的水瓶。
King's Park has no single use plastics and we encourage all users to use our free water fountains and re-usable water bottles.
- 京士柏運動場可提供各種食品和飲料，以滿足任何預算需要，請聯繫: kingspark.manager@gmail.com
King's Park can offer a wide variety of food and beverage options to cater for any budget, please contact: kingspark.manager@gmail.com.
- 所有設施使用規則，京士柏運動場保留最後修改權利
King's Park Sports Ground reserves the right to amend these terms and conditions without prior notice to applicants.