



九龍塘會 KOWLOON TONG CLUB

香港九龍窩打老道 113 A 號 113A Waterloo Road Kowloon, Hong Kong
(於 1931 以有限責任形式成立為法團的公司 Incorporated with limited liability in 1931)

辦事處填寫 For Official Use		
編號 No.	收表日期 Received Date	組別 Cat.

外間團體租用設施申請表

Application form for facilities booking (Outside Bodies)

(1) 機構名稱 及 申請人姓名
Name of Organization and Applicant: _____

(2) 郵遞地址
Postal Address: _____

(3) 電話號碼
Tel. No.: _____

(4) 傳真號碼
Fax No.: _____

(5) 註冊證書 / 身分證號碼 (首四個號碼)
Registration Certification / Identity Card No. (First 4 digits): _____

(6) 擬租用的設施
Name of facilities required: _____

(7) 需用設施 (請在適當位置填寫所需設施數目)
Facilities required: (Please indicate number of facilities required)

乒乓球室 (檯) 游泳池 (線道) 羽毛球場 (場) 高爾夫球練習場 (場)
____ Table Tennis (Table) ____ Swimming Pool (Lane) ____ Badminton (Court) ____ Golf Driving Range (Court)

網球場 (場) 桌球室 (檯) 保齡球場 (球道)
____ Tennis Court (Court) ____ Billiard Room (Table) ____ Bowling Alley (Lane)

(8) 用途
Purpose of use: _____

(9) 租用日期 (請列明)
Date of use: (Please specify) _____

(10) 租用時間 (請列明)
Time of use: (Please specify) _____

(11) 預期參與人數
Expected number of participants: _____

(12) 租用期間的負責人
Name of person in charge during use: _____

先生/女士
* Mr./ Miss / Mrs. _____

職位
Position Held : _____

身分證號碼 (首四個號碼)
I.D. No. (First 4 digits) _____

電話號碼
Tel No. : _____

* 請刪去不適用者
Delete as appropriate

如申請獲批准，本人代表 _____ 承諾在收到九龍塘會的付款通知書後，即時支付租用場地的所有費用，並支付因損毀而需作出修理的費用，以及修理、重新設置或更換任何在活動期間被損毀、毀壞、盜竊或移走的器材、設備、裝置、設施或其他財物的費用。本人聲明上述申請是為本機構舉辦活動之用途。

If this application is approved, I hereby undertake on behalf of _____ to meet, on demand by the Kowloon Tong Club all charges arising from the hiring of the Venue and to meet the cost of repairing any damage caused and of repairing or reinstating or replacing any equipment, fixture, fittings, furniture or other property damaged or destroyed, stolen or removed during this function. I declare that the above application is for official use for our organization.

本人閱悉並承諾遵守九龍塘會康體設施的一般租用條件。如在租用期間，由於或因為本人在使用場地時，本人或該獲授權人士的疏忽而導致場地任何人蒙受任何損失、損毀、損傷或死亡，以致該人對會方提出任何訴訟、申索或要求，則本人須向會方作出彌償。

I have read and undertake to observe the General Conditions of Use of Recreation and Sports Facilities of the Kowloon Tong Club and agree to indemnify the Kowloon Tong Club against all actions, claims and demands by any person who suffers or sustains any loss, damage, injury or death arising out of or as a result of the use of the Venue or any person authorized by me to use the Venue due to my negligence or on the part of such authorized person during the period of hire.

簽署
Signature : _____

姓名（正楷）
Name in BLOCK letters : _____

日期
Date : _____

機構印章
Official Chop for the Organization : _____

備註

Note

(一) 申請人所提供的資料，將用作處理租訂九龍塘會轄下康體設施事宜上，申請人如欲更改或查詢所提供的個人資料，請與九龍塘會辦公室聯絡。

The information provided on this form will be used for application for use of Kowloon Tong Club's Recreation and Sports Facilities. Applicant wishing to correct or gain access to personal data thus provided are requested to contact the Club Office.

(二) 請以支票付款，支票抬頭人為「九龍塘會」。

Please make a cheque payable to "Kowloon Tong Club" for the payment of charges for using the facilities.

九龍塘會收集個人資料聲明

KOWLOON TONG CLUB'S PERSONAL INFORMATION COLLECTION STATEMENTS

九龍塘會持有之姓名、地址、聯絡資料及過往有關會籍、賬單及其他相關資料，均為方便會所營運管理所需。收集及持有上述資料之目的為令本會更有效率管理，以達致使用者最佳利益。所有個人資料均受香港法例第486章《個人資料(私隱)條例》之保障。

Kowloon Tong Club hold names, addresses, contact data and historical information relating to membership, billing and other information necessary for the management of the Club. Our purpose in collecting and holding such data is to facilitate the efficient management of Kowloon Tong Club to the best interest of the user as a whole. All personal data is protected under the Personal Data (Privacy) Ordinance (Cap. 486.)