



三區三人籃球場租用表格 3x3 Basketball Court Application Form

團體名稱 Organization Name : _____ 人數 No of campers : _____

訂營編號(Booking no) : _____ 營期 Camp period : _____ 至 To _____

申請人姓名 Person-In-Charge : _____ 簽名 Signature : _____

電話 Tel : _____ 傳真 Fax : _____ 電郵 E-mail : _____

租用用途或目的 Rental purpose : _____

本人明白及願意遵守新村場地租用辦法之規定，如有場地及設施損壞，本人願負賠償之責。 I fully understand and agree to abide by the regulations of the venue booking policy. In the event of any damage to the venue or its facilities, I undertake full responsibility for compensation.

申請指引 Application guidelines

- 凡租用全個籃球場的團體，必須於營期**兩星期前**以**書面**形式向營地申請，經本村職員同意方可租用本村下列設施。營地有權保留租用權。 Groups renting the entire basketball court must submit a written application to the camp at least two weeks before the camp period. Rental of village facilities requires approval by the staffs. The camp reserves the right to withhold rental privileges.
- 待本村確認申請後，於租用當日簽場時交妥所有費用，及領取收據以作租場證明。 Upon confirmation of the application by the center staff, all fees shall be settled on the day of rental. A receipt must be obtained as official proof of venue rental

租用收費 Rental fee

項目 Items	費用 Charges	備註 Remarks
全場租用 (包括兩個三人籃球場) Whole basketball court (Including two 3x3 basketball courts)	每節 \$400 (兩小時計算) \$400 per session (2 hours)	每日最多租用兩節(早、午各一節) A maximum of two sessions can be rented per day (one session in the morning and one session in the afternoon) 早：0900-1300，午：1300-1700 Session: 0900-1300; 1300-1700
戶外音響 Outdoor PA system	每節 \$3,000 (兩小時計算) \$3,000 per session (2 hours)	需於 營期兩星期前 向本村辦事處申請 Application should be made 2 weeks in advance
舉辦大型活動 / 賽事 Sports event / Competition	請致電 2642 9420 向職員查詢 Please call 2642 9420 to inquire with the staff.	需於 營期一個月前 向本村辦事處申請 Application should be made 1 month in advance

租用詳情 Rental details

租用場地日期 Date	3/4 號場	時間 Time	備註 Remarks
		-	
		-	

租用守則 Regulation

- 營友須按營地守則使用有關設施，使用時請愛惜公物，否則本村有權隨時終止其使用權，所繳費用，概不發還。
Users must adhere to the camp rules when using the facilities and shall take good care of public property. Otherwise, the village reserves the right to terminate the usage privileges at any time, and any fees paid shall be non-refundable.
- 使用期間如遇天雨、惡劣天氣或其他緊急情況，本村會立即終止活動、收回場區，所繳費用，概不發還。
In the event of rain, inclement weather, or other emergency situations during the period of use, the village reserves the right to immediately terminate the activity and reclaim the venue area. Any fees paid shall be non-refundable.
- 本村籃球場只供籃球運動之用。 The basketball court is designated exclusively for basketball activities.
- 嚴禁於場地上作任何標記/塗鴉。 Making any markings/graffiti on the courts are prohibited
- 租用時間為早上九時至下午五時。 Rental hour is from 9:00am to 5:00pm.

此欄由本村填寫 Official use only		本村蓋印 Wu Kwai Sha Chop
營地收表日期：	負責同工：	
批核結果：批准 Approve / 不批准 Not approve	<input type="checkbox"/> 已電郵或傳真人營負責人 <input type="checkbox"/> 已存檔於營地辦事處	
		日期 Date :
收費日期： _____ 收款人： _____ 合共費用： _____ 收條號碼： _____		

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