

租用場地申請表

APPLICATION FOR USE OF PITCHES

申請人姓名: _____ Name of Applicant: _____
 (姓) (名) (First Name) (Surname)

機構名稱 (如有) Name of Organization (if any): _____

電郵地址 Email Address: _____ 聯絡人電話 Contact No. _____

身分證號碼 HKID No.: __ - __ __ __ XXX(X) 藍浪一家會員號碼 (如有): _____

本人為 18 歲或以上人士: 是(Yes) 否(No)
 I am aged 18 or above:

租用日期 Date of Booking:

● (請列出三個初選時段)
 (Please make your 1st, 2nd and 3rd preference)

● (每一個時段為 90 分鐘)
 (Your preferred timeslot should be 90mins each)

1. _____ (DD) _____ (MM) _____ (YY); _____ - _____ (time)

2. _____ (DD) _____ (MM) _____ (YY); _____ - _____ (time)

3. _____ (DD) _____ (MM) _____ (YY); _____ - _____ (time)

星期一至五
 Mon-Fri
 1. 14:00 – 15:30
 2. 15:30 – 17:00
 3. 21:30 – 23:00

星期六至日及公眾假期
 Sat-Sun & Public
 Holidays
 1. 09:00 – 10:30
 2. 10:30 – 12:00
 3. 12:00 – 13:30
 4. 13:30 – 15:00
 5. 15:30 – 17:00
 6. 17:00 – 18:30
 7. 18:30 – 20:00
 8. 20:00 – 21:30
 9. 21:30 – 23:00

價錢 Price: 下午六時前/ Before 6:00pm HKD\$300
 下午六時後/ After 6:00pm HKD\$500

申請指引 Instructions to Applicants:

1. 賽馬會傑志中心要求所有使用者必須細心閱讀中心使用規條，並由申請人簽署其同意及聲明書。Jockey Club Kitchee Centre asks for all to read the Rules and Regulations carefully, applicant is also required to sign the Acknowledgement & Declaration page.

2. 申請人必須填妥以上資料，並將表格和同意及聲明書電郵至 booking@kitchee.com。請於每月 1 號至 20 號遞交申請表以申請下月之時段。Please email completed form along with the Acknowledgement & Declaration page to booking@kitchee.com. Please submit this application form from 1st-20th of each month in order to make the booking for the next month.

3. 申請人可於每月 1-20 號開始申請下月租用時段。如本中心接納閣下所選的申請時段，有關職員將於該月的 21 號後聯絡閣下進行確認手續。如在該月的 27 號後沒有接獲通知則代表申請未被接納 Applicants may start to book the venue from every 1st-20th for the next month. JCKC staff will contact you after the 21st if the venue is vacant as stated. If you haven't received our confirmation by 27th of the month, it means your application has been rejected.

4. 申請人必須為所訂設施的使用者之一，並須於所預訂的時段在場使用有關設施。The applicant must be one of the users using the facilities and must be present during the use of the booked session(s).

5. 租用球場申請將會以先到先得形式處理。Pitches will be assigned on a first-come first-served basis.

6. 租場人士只能在同一天內租用最多一節(90 分鐘)。Each hirer is allowed to book a maximum of 1 session (90 Minutes) per day.

除非所用途為法例容許又或屬法例規定，否則我們不會用足以辨識你身分的方式，向他人披露你的資料。Information we collect about you will not be disclosed by us to any other party in a form that would identify you unless it is permitted or authorised by law. It will solely be used for internal purposes.

OFFICE USE ONLY

Confirmed by:		Reference no:		Date:	
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RULES AND REGULATIONS

For the protection, safety and enjoyment of all users, the Jockey Club Kitchee Centre (hereafter “the Centre”) asks for all the below listed Rules & Regulations to be followed. 為保障您的安全和享受，賽馬會傑志中心要求所有使用者遵守以下列出及訂下的規條。

PERSONAL SAFETY 個人安全

Safety of players, spectators and visitors are the top priority at the Centre.

賽馬會傑志中心非常關注球員、觀眾和參觀人士之個人安全。

- Read these Rules & Regulations carefully and note safety policies set forth for the use of the Centre facilities. 請小心詳閱此規條並牢記有關中心設施之安全守則。
- Observe safety warning signs posted and behave in a responsible and courteous manner in all areas of the Centre, including the pitch, changing rooms and areas. 賽馬會傑志中心範圍內請留意安全警示標誌和有責任保持良好行為，包括在足球場、更衣室及其他範圍。
- Players, guardians, spectators and visitors are to apply reasonable care to themselves as well as others that may be in need. 球員、監護人、觀眾和參觀人士須採取合理謹慎的個人安全及照顧有需要人士。
- Players are advised to undergo a medical examination or declare their health conditions prior to using the facilities of the Centre and take note of their own health conditions and limitations. 賽馬會傑志中心建議所有使用者應進行身體檢查或簽署其健康聲明，以確保自身狀況。
- Children are to be taken care of by their parents/guardians and provided with proper guidance whenever they are in the Centre other than in training sessions. The parent or guardian is to communicate with the Centre prior to any sport activities if the child has any special needs or requirements concerning health and/or injuries etc. 除在訓練時間內，父母或監護人於本中心內須照顧或提供適當的指導給小童。如小童有特殊需要或關於個人健康和/或受傷等事宜，父母或監護人應提早知會本中心，以便提供適當的安排。

- Proper attire for sports is expected. Persons playing football or any other kind of activities without appropriate sports attire with respect to the kind of activity will be asked to leave the concerned area, e.g. football pitch, etc. 如有球場使用者穿著不適當之運動服，本中心職員有權要求相關人士離開場地，如足球場等。
- Players are responsible for bringing and wearing their own personal protective equipment where deemed necessary. 球場使用者須帶備個人防護物品。
- The use of any drug (other than for legitimate medical purposes), alcohol, tobacco, e-cigarettes or other related products is strictly prohibited at any time within the Centre premises, whether before, during or after exercising. 賽馬會傑志中心範圍內，球場使用者嚴禁在運動前、後、或進行運動中使用任何藥物(經註冊醫生或藥劑師處方之藥物除外)，包括飲用任何酒精飲品及其他煙草商品。
- Smoking is strictly prohibited within the premises of the Centre. Anyone identified to be smoking on site will be subject to warnings and/or penalty, including forfeiture of pitch fee, and/or will be asked to immediately leave the premises. 賽馬會傑志中心範圍內嚴禁吸煙。如發現違規人士將受到警告和/或罰款(如沒收租金)和/或將被要求立即離開本中心。
- Materials or items which may, in the absolute discretion of the Management of the Centre, be deemed dangerous or offensive, (including weapons and alike such as knives, guns, explosives) are strictly prohibited within the boundaries of the Centre. 賽馬會傑志中心範圍內一律嚴禁使用可能造成危險及威嚇用品，如刀、槍、以及其他爆炸性物品等。

ADVERSE WEATHER 惡劣天氣

- In case of adverse weather conditions, all outdoor activities will be suspended and all persons including staffs and players should evacuate from the pitch. 如遇惡劣天氣，所有戶外活動將暫停進行，而所有工作人員和球員須離開球場範圍。
- If any tropical cyclone signal no.8 or above, red or black rainstorm or thunder storm warning by the Hong Kong Observatory is hoisted, the Management will make precautionary arrangements and will ask the players to leave the pitch. No refunds will be issued for events disrupted due to inclement weather. 如香港天文台發出 8 號或以上之熱帶氣旋警告信號以及紅色或黑色暴雨警告或雷暴警告，賽馬會傑志中心會隨即關閉並將要求球場使用者立即離開。管理人員如認為基於安全或運作理由而不宜開放設施，亦可酌情關閉有關設施，而訂金或租金將不獲發還。

SECURITY 保安

- Players, guardians, spectators and visitors are to keep watch of and apply reasonable

care to their personal belongings and valuables, including but not limited to bags, purses, wallets, cash, rings, bracelets, watches, mobile phones, portable computers, clothes, sport equipment and vehicles. 球員、監護人、觀眾和參觀人士須留意及小心保管個人物品，包括但不限於袋、錢包、現金、戒指、手鐲、手錶、手機、可攜式電腦、服裝、運動物品和車輛。

- The Centre will not be held responsible for any loss of or damage to any personal belongings or other properties incurred in the Centre due to any cause whatsoever, including but not limited to theft, vandalism, human interaction, sport activities or weather conditions. 如有任何個人財物損失，賽馬會傑志中心恕不負責。

GENERAL 普通守則

- No outside food and beverages are allowed in the Centre. 嚴禁攜帶外來食品進入本中心。
- No pets are allowed in the Centre, except guiding dogs or as approved by the Management under special circumstances. 如非獲得賽馬會傑志中心批准，中心範圍內嚴禁寵物內進(導盲犬除外)。
- No parking is allowed inside the Centre. 賽馬會傑志中心將不設泊車服務。
- Permission from the Management must be obtained prior to capturing any images or making/recording any videos of any person or activity in the Centre. The Centre reserves the right to photograph, film, videotape, record or otherwise reproduce the image and/or voice of any person who enters the Centre. 未經賽馬會傑志中心許可，禁止場內進行任何拍攝、錄影及錄音。中心有權對入場人士進行拍攝、錄影或剪輯圖片或聲帶處理。
- Foul or abusive language is prohibited at all times in the Centre 於賽馬會傑志中心範圍內任何時間都不得使用粗言穢語。
- No person shall remove any property of the Centre from the premises. All costs necessary to make good any damage caused to any property in the Centre shall be borne by the users causing the damage. 入場人士不得移動賽馬會傑志中心預設的所有設施。如有任何設施遭到任何損壞，該等人士須負責支付修理費用。

OPERATIONS 中心使用守則

- Hours of Operation - 08:30-23:00 Monday to Sunday including Public Holidays. 開放時間為星期一至日(包括公眾假期)早上 8 時半至晚上 11 時。
Doors, lockers, changing rooms and main entry gate will be locked during non-operating hours. 於非開放時段內，所有儲物櫃、更衣室及入口將會關閉。

- **Age Restrictions 年齡限制**
 - ◆ Children aged 5 or under must be accompanied by an adult at all times whilst they are in the premises of the Centre; 5 歲或以下小童必須由成人陪同並於成人之看顧下方可進入。
 - ◆ Children aged 5 or above are prohibited to enter the changing rooms of the opposite sex; 5 歲或以上小童不得進入異性更衣室。
 - ◆ Players using the pitch must be 5 years old or above; 球員必須為 5 歲或以上。

- **Pitch Booking 租場**
 - ◆ The booked session(s) is/are solely permitted for the use of playing football. If any hirer wishes to use the Centre for any other activity, the applicant should approach the reception counter and obtain prior approval of the Management. 如非獲得賽馬會傑志中心批准，否則球場租用人所租訂節數只可作足球運動之用。如須於賽馬會傑志中心申請舉辦其他活動，請到接待處與客戶服務員聯絡。
 - ◆ The hirers must immediately leave the pitch when their booked session is over. 球場租用人必須於租用時段後立即離開球場範圍。
 - ◆ If a confirmed booking has to be cancelled by the Management due to unforeseen circumstances, the hirer may apply for refund. 在特別情況下，賽馬會傑志中心有權取消有關預訂，而球場租用者可申請退款。
 - ◆ The Management may refuse or remove any person from using the facility if he/she does not observe these Rules & Regulations. In such event, any booking made by that person will be cancelled automatically and any paid fees will be forfeited. 如有任何入場人士違反或不遵守訂下的規條，賽馬會傑志中心管理層有權拒絕任何人士進場並自動取消有關預訂，付款租金亦將不獲發還。
 - ◆ The Management reserves the right to reject or cancel any booking without giving prior notice to the hirers and also to restrict the number of users entering the Centre. 賽馬會傑志中心管理層有權拒絕或取消有關預訂而無須事先通知租用人，並有權限制入場人數。
 - ◆ Reserved session(s) is/are not transferable. The hirer must be present during the use of the booked session(s). The hirer must produce the valid permit together with his/her original copy of a valid photo-bearing identity document for verification and registration at the reception counter. Identity documents required include Hong Kong Identity card, passport, and photo-bearing student card. 球場租用時節不得轉讓。使用設施前，租用人必須在登記櫃

檯出示有效的租場許可證，以及租訂設施時登記用而附有照片之有效身份證明文件正本，以供查核和登記。身份證明文件可包括香港身份證、護照及附有相片之有效學生證。

- ◆ The Management reserves the right to deny admission or to require a person already admitted to leave the Centre without refund or compensation if violation of any of these Rules and Regulations is committed. All booking fees are non-refundable. 任何人士如違反賽馬會傑志中心所訂下的使用規條，賽馬會傑志中心管理層有權將其逐離中心範圍。在此情況下，有關預訂將會自動取消，而訂金將不獲發還。

USE OF FACILITIES 設施使用守則

➤ Lockers 儲物櫃

- ◆ The lockers are reserved for the players using the Centre and available for HKD10 each per booking. Prior registration at the reception counter by presenting a valid photo-bearing identity document. The locker key must be returned once the booked session is completed and before the user leaves the Centre. 賽馬會傑志中心設有儲物櫃予球場使用者，每個每次收費為港幣 10 元。如須借用，請先到接待處出示有效身份證明文件作登記。使用者須於租訂時間結束後交還鑰匙，然後方可離開賽馬會傑志中心。
- ◆ Personal valuables are not to be stored in the lockers; 請勿放置貴重財物於儲物櫃內。
- ◆ The use of locker is on a first-come first-served basis and is subject to availability; 由於儲物櫃數量有限，租用者將以先到先得形式分配。
- ◆ Hirers should ensure their assigned lockers are securely locked; 租用者須確定所分配之儲物櫃鎖妥。
- ◆ The Management shall not be held responsible or liable for any loss of or damage to any personal property stored in a locker due to theft or otherwise; 如租用者有任何財物損失，賽馬會傑志中心管理層恕不負責。
- ◆ All lockers are opened and checked daily at night and anything left in the locker shall be disposed of at the sole discretion of the Centre without notice or compensation to the user; 賽馬會傑志中心將每日開啟及清理所有儲物櫃。如租用者於儲物櫃留下任何物品，賽馬會傑志中心恕不負責。
- ◆ The hirer shall be responsible for any damage caused to the locker in the sum of HKD500. 如儲物櫃遭受破壞，租用者須負責支付維修費用港幣 500 元。
- ◆ A replacement locker key shall be issued at a fee of HKD50.00 如遺失儲物櫃鎖匙須支付費用港幣 50 元。

➤ **Changing Rooms 更衣室**

- ◆ **No food, beverages, glassware or other breakable items or chewing gum are allowed in the changing room.** 更衣室內嚴禁飲食、使用任何玻璃器皿或其他易碎物品及咀嚼香口珠。
- ◆ **Users should look after their personal valuables and belongings.** 球場使用者須自行保管個人財物。
- ◆ **Filming or photography is strictly prohibited.** 更衣室內嚴禁進行任何拍攝及錄影。
- ◆ **Users should keep the changing room clean and tidy at all times.** 球場使用者須保持更衣室整潔。
- ◆ **Users should observe safety signs posted such as “Wet floor”** 球場使用者須留意安全警示標誌，如“小心地滑”。
- ◆ **No running is allowed in the changing room.** 更衣室內嚴禁奔跑。
- ◆ **No personal music is allowed to be played unless with use of a personal headset.** 除使用個人音樂耳筒外，更衣室內嚴禁播放私人音樂。
- ◆ **All rubbish should be disposed of in the rubbish bin provided.** 所有垃圾必須放置於預設垃圾桶內。

➤ **Water Bottle Filling Stations 水瓶灌裝站**

It is important to keep the outlets of the water bottle filling stations hygienic and prevent it being contaminated by infectious agents to avoid potential health hazards. The following hygiene advice is recommended on the use of the water bottle filling stations. 為防止水瓶灌裝站受到傳染性疾病的污染，請在使用水瓶灌裝站前閱讀以下建議。

- ◆ **Do not contact directly with the water outlet of the water bottle filling stations when filling bottles.** 在使用水瓶灌裝站時，不要直接接觸水瓶灌裝站的出水口。
- ◆ **Do not drink directly from the water outlet of the water bottle filling stations.** 不要直接從水瓶灌裝站的出水口飲用。
- ◆ **Do not in any way contaminate the water bottle filling stations.** 不要以任何方式污染水瓶灌裝機。
- ◆ **Do not spit in the water bottle filling stations or use it to wash hands.** 不要吐痰在水瓶灌裝站上或使用水瓶灌裝站作洗手用途。
- ◆ **Please take note of the water temperature before consumption.** 飲用前請

注意水溫。

- ◆ For drinking only. 只供飲用。

➤ Pitch Users Code of Conduct 球場使用規條

- ◆ This User Code of Conduct is to promote appropriate and respectful behavior, and good sportsmanship in the pitch. 球場使用者行為守則是為了確保大家須保持場內應有的尊重以及體育精神。
- ◆ Appropriate attire, including shoes, shirts, pants and shin guards must be worn on the pitch at all times. 球場使用者須於任何情況下穿著適當運動衣服，包括足球鞋及護脛。
- ◆ No food, beverages, glassware, other breakable items or chewing gum are allowed. 球場範圍內嚴禁飲食、使用任何玻璃器皿或其他易碎物品及咀嚼香口珠。
- ◆ Unacceptable behaviour in the pitch shall include, but not limited to: 於球場內不當行為包括：
 - Physical violence or threats of physical violence; 肢體上或言語上的碰撞。
 - Use of obscene or threatening language or gestures in any manner to players, coaches, officials, staff and spectators; 向任何球員、教練、球證、職員或其他在場人士使用恐嚇、暴力字眼或身體語言。
 - Willfully damaging pitch property and/or equipment; 惡意破壞賽馬會傑志中心球場上任何設施。
 - Any other behavior which the Management deems inappropriate, disruptive or abusive; 任何其他賽馬會傑志中心認為不當行為。

LIABILITY 責任

The Centre (including its officers, directors, employees and representatives) shall not be held liable to and the user, whether he/she be a player, guardian, spectator or visitor, shall be fully responsible for and indemnify and keep indemnified the Centre against all actions, claims, and demands by any third party who suffers or sustains any death, injury, loss or damages arising out of or as a result of the use of the Centre by the user or any person so authorized by him/her due to any negligence or omission on his/her part or on the part of such authorized person. 如球場使用者或獲其授權的任何人士在使用賽馬會傑志中心設施時，因使用者本身或獲其授權人士的疏忽而引起或引致任何人士死亡、受傷、蒙受損失或損害，以致有關人士向賽馬會傑志中心提出訴訟、申索及要求，球場使用者須對賽馬會傑志中心作出彌償，並須一直為有關彌償負上全責。而

賽馬會傑志中心及其教練、董事、僱員與代理人則無須承擔任何法律責任。

By using the services and facilities at the Centre the users hereby acknowledge and agree on behalf of themselves, their guest(s), to the following: 租用賽馬會傑志中心任何設施之球場使用者及其同行者得悉以下條款:

- a) The Centre (including its officers, directors, employees and representatives) shall not be held liable and the user shall indemnify and hold the Centre harmless against any and all actions, cost, claims, losses, expenses for any loss or damage to any personal property or bodily injury or death resulting howsoever from his/her use of the services and facilities of the Centre. 假如本人於賽馬會傑志中心範圍內或使用其設施及參與活動，而或因此關係導致本人或其他人士於期間招致或遭受不論任何性質的身體損傷、損害、損失、法律責任、費用、徵費、申索或索求，本人謹以個人名義並且代表本人的個人代表、遺囑執行人、遺產管理人、繼承人、繼任人及受讓人，對賽馬會傑志中心及其教練、董事、僱員與代理人所須承擔的任何及全部損失、法律責任、損害賠償、義務、申索或索求，予以免除、補償和豁免，不論其為任何性質亦然。
- b) The Management of the Centre shall not be held responsible or liable for any theft of or damage to any personal property in a locker or in any area in the Centre. 如租用者於中心範圍內有任何財物損失，賽馬會傑志中心恕不負責。
- c) Users should understand that exercises have varying effects on individuals depending on their size, age, physical condition and/ or state of health and should seek professional advice where appropriate. 本人清楚明白運動對每個人的體格、年齡、身體狀況和/或健康狀況都有不同的反應/影響，如有需要，應自行尋求專業人士提供協助。

ACKNOWLEDGEMENT AND DECLARATION 同意及聲明

These Rules & Regulations are subject to amendments/revisions at any time as required by the Centre without prior notice. 賽馬會傑志中心有權隨時修改以上任何規條而不作另行通知。

In the event of any dispute arising from the interpretation of any of these Rules and Regulations, the decision of the Centre shall be final. 如因以上規條有任何爭議，賽馬會傑志中心保留最終決定權。

If there is any conflict between the English version and the Chinese version in these Rules and Regulations, the English version shall prevail.

中英文版本如有歧異，一概以英文版本為準。

- I, the undersigned, do hereby affirm that I have read and understood the above statements and agree to abide by all the Rules and Regulations of the Centre. 本人已細讀、理解及同意賽馬會傑志中心所訂下之使用規條及免責聲明。

- I declare that my body conditions are fit to conduct sport activities at the Centre, without any existing symptoms of sicknesses or diseases such as those concerning high blood pressure, heart disease, respiratory disease, pandemic, skin ailment, allergies, or others: 本人身體狀況適合在賽馬會傑志中心參與體育活動，而現在沒有任何疾病症狀或疾病，例如高血壓、心臟病、呼吸系統疾病、流行病、皮膚疾病、過敏或其他：
(please specify) (請注明)

Player / User of JCKC 球員/球場使用者	Parent or Guardian 父母/監護人 (if Player / User is under 18 years old) (如未滿 18 歲球員/ 球場使用者適用)
Signature 簽署	
Print Name 姓名	
Date 日期	