

**APPLICATION FOR USE OF FACILITIES
IN DISCOVERY BAY / TUNG CHUNG COMMUNITY HALL
租用 愉景灣 / 東涌 社區會堂設施申請表**

To: Officer in charge, Discovery Bay Community Hall / Tung Chung Community Hall*
致 愉景灣社區會堂 / 東涌社區會堂* 主管人員

**1. Applicant
申請機構**

Name: (English) (英文) _____
名稱
(Chinese) (中文) _____

Address: _____
地址
Tel. No. _____ Fax. No. _____
電話 傳真

Will applicant receive the result of application via email? Yes No Email address _____
申請機構會否以電郵收取申請結果 會 電郵地址

**2. Joint organiser(s) / Co-organiser (Please fill in if appropriate)
合辦／協辦機構 (如有，請填寫)**

Name: (English) (英文) _____
名稱
(Chinese) (中文) _____

Address: _____
地址
Tel. No. _____ Fax. No. _____
電話 傳真

**3. Date of function _____ Time: From _____ am/pm to _____ am/pm
活動日期 時間：由上/下午 至上/下午**

For Tung Chung Community Hall (Partitioned Hall) on every 1000-1200 1200-1400 1400-1600
Wednesday 逢星期三東涌社區會堂分隔禮堂可租用時段: 1600-1800 1800-2000 2000-2200

**4. Description of activity to be held
擬舉辦活動簡介**

Name of function (English 英文) _____
活動名稱
(Chinese 中文) _____

Objectives: _____
目的

Target of service: _____ Estimated No. of participants: _____
服務對象 預計參加人數

Charges to participants / audience: Yes No
是 否
參加者／觀眾收費

If yes, please state the amount chargeable per head:
如要收費，請說明每名參加者須繳費用款額： _____

Participants 參加者: \$ _____ / Audience 觀眾: \$ _____

5. Facilities applied for 申請租用的設施

Facilities (Please read Annex I) 設施 (請參閱附件一)	Air-Conditioning 空調	Furniture and equipment* (please specify type and quantity) 家具及器材(請註明類別及數量)
<input type="checkbox"/> Multi-purpose Hall (*Including / Excluding Stage) 多用途禮堂 (*包括 / 不包括舞台)		
<input type="checkbox"/> #Partitioned Hall (*Zone A (Including Stage) / Zone B) #分隔禮堂 (*A 區(包括舞台) / B 區) #Only applicable to Tung Chung Community Hall on every Wednesday #只適用於 東涌社區會堂 逢 星期三 訂場時段		
<input type="checkbox"/> Dressing Rooms (Male / Female) 化妝室 (男 / 女)		
<input type="checkbox"/> Conference Room 會議室		
<input type="checkbox"/> Badminton Court (For badminton playing only) 羽毛球場 (只限於進行羽毛球活動)		Net Included 連羽毛球網

* If audio-visual or stage lighting equipment within is required, application for its use must be submitted along with the application for the venue. Upon approval, the applicant should make available an experienced technician or operator to operate the control panel and notify the officer in charge of the Community Hall.
如需使用音響器材或燈光設備，須於申請租用場地時一併提出申請。如獲批准，申請團體須自行聘請合格及有經驗技術員或操作員操作控制台，並通知社區會堂負責人員。

6. Application for exemption from payment of charges 是否擬申請豁免收費

Yes No Please "✓" the appropriate box
是 否 請在適當的空格內填上「✓」號

7. Declaration and Consent of the Applicant 申請機構的聲明及同意書

The applicant hereby declares that the applicant / and joint-organiser / co-organiser* belong(s) to the following group(s) of organisation(s)

申請機構現謹聲明，申請機構/及合辦機構/協辦機構*是屬於以下團體

Applicant Joint-organiser/
申請機構 Co-organiser (Please "✓" the appropriate box)
合辦/協辦機構 (請在適當的空格內填上「✓」號)

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1.Subvented welfare agencies
資助福利團體(Note1 註1) |
| <input type="checkbox"/> | <input type="checkbox"/> | 2.Subvented educational institutions, subvented schools or non-profit making schools
資助教育機構、津貼學校或非牟利學校(Note1 註1) |
| <input type="checkbox"/> | <input type="checkbox"/> | 3.Offices of the Legislative Councillors and District Councillors
立法會議員辦事處和區議員辦事處 |
| <input type="checkbox"/> | <input type="checkbox"/> | 4.Charitable organisations
慈善團體(Note2 註2) |
| <input type="checkbox"/> | <input type="checkbox"/> | 5.Non-profit making organisations
非牟利團體(Note2 註2) |
| <input type="checkbox"/> | <input type="checkbox"/> | 6.Local committees recognized by the Government
政府認可地方委員會 |
| <input type="checkbox"/> | <input type="checkbox"/> | 7.Government Departments
政府部門 |

(Note1: Please submit valid supporting documents)

(註1：請提交有效證明文件)

(Note2: Please submit valid supporting documents or the organisation's constitution)

(註2：請提交有效證明文件或會章)

(If more than one joint organizer / co-organiser, please use a separate sheet to list out their groups of organisations as required above.)(如合辦/協辦機構多於一個，請按以上格式，另紙列明有關機構所屬的團體類別。)

For the purpose of complying with the Law of the People's Republic of China on Safeguarding National Security in Hong Kong Special Administrative Region (National Security Law) and other laws in force, the applicant declares that: 為遵守《中華人民共和國香港特別行政區維護國家安全法》(下稱「《香港國安法》」)及其他現行法律，申請機構現謹聲明：

(a) neither the applicant itself, its employees, agents, co-organisers, contractors nor any other persons admitted to the part(s) of the CH hired by the applicant shall engage in any act or activity, which is likely to constitute or is likely to cause the occurrence of an offence endangering national security under the National Security Law or other relevant laws of the Hong Kong Special Administrative Region (HKSAR), or which would otherwise be contrary to the interest of national security, in such part(s) of the CH; and

申請機構本身及獲准進入其租用的社區會堂場地內的其僱員、代理人、協辦機構、承辦商及所有其他人士，均不會在該(等)社區會堂場地內從事根據《香港國安法》或香港特別行政區(下稱「香港特區」)其他有關法律屬可能構成或可能導致危害國家安全罪行的行為或活動，或以其他方式作出不利於國家安全的行為或活動；以及

(b) the applicant itself and its employees, agents, co-organisers, contractors and all other persons admitted to the part(s) of the CH hired by the applicant shall comply with the laws of the HKSAR in respect of all acts and activities held in such part(s) of the CH.

申請機構本身及獲准進入其租用的社區會堂場地內的其僱員、代理人、協辦機構、承辦商及所有其他人士在該(等)社區會堂場地內從事的所有行為和活動，均符合香港特區的法律

The applicant understands that the District Office may at any time, whenever such need arises with respect to the duty to safeguard national security, withdraw approval for the application, terminate the use of the CH with immediate effect and forfeit any payment made by the applicant in relation to the use of the CH and under such circumstances the applicant shall vacate the CH immediately. The applicant further understands that any conduct which may endanger national security or breach other laws in force will be reported to the law enforcement agencies.

申請機構明白，民政事務處可隨時在有維護國家安全的職責需要時，撤回批准、即時終止讓申請機構使用社區會堂，以及沒收其租用社區會堂的已繳費用。在此等情況下，申請機構須立即離開社區會堂。申請機構亦明白，任何可能危害國家安全或違反其他現行法律的行為均會向執法機關呈報。

The applicant understands that in applying for exemption for payment of charges, the applicant and the joint organiser/co-organiser (if any) should satisfy the conditions set out in Annex II and should not take any profit out of the activity.

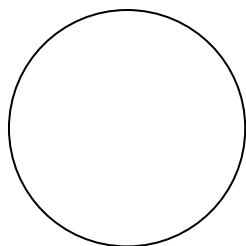
申請機構明白，如申請豁免收費，申請機構及合辦／協辦機構(如有的話)須符合附件二所載的豁免收費條件，並且不可從活動獲取收益。

The applicant hereby declares that all the above information given in this application is true and correct and that the applicant has read and agreed to observe the requirements and conditions for use of the above facilities as set out in Annexes I & II attached to this form. The applicant fully understands and acknowledges that any breach of any of the requirements or conditions will result in the cancellation of the right to use the CH immediately without compensation of any kind.

申請機構謹此聲明，在本表格填寫的一切資料均屬真實及正確。申請機構已細閱本表格附件一及附件二及所載的租用上述設施的規定及條件，並同意遵從各項規定。申請機構完全明白並確認，如違反有關規定或條件，其使用社區會堂的權利會立即被撤銷，而申請機構亦不會獲得任何形式的賠償。

Official stamp of applicant
(applicable to applicant
organisation only)

申請機構的正式印鑑
(只適用於以機構名義
提出的申請)



Signature 簽署 : _____

Name 姓名 : _____

Position 職位 : _____

Date 日期 : _____

Note 附註: The personal data provided in this form will be used for processing of applications for use of facilities in community halls/community centres. They may be disclosed to relevant parties for the same purpose. For correction of or access to personal data thus provided, please write to the Access to Information Officer of Islands District Office (Address: 20th Floor, Harbour Building, 38 Pier Road, Central, Hong Kong). 在本表格提供的個人資料會用作處理租用社區會堂設施的申請，可能會為此目的而向有關方面披露。如欲更改或查閱在本表格提供的個人資料，請致函離島民政事務處(地址：統一碼頭道 38 號海港政府大樓 20 樓)公開資料主任。

* Please delete as appropriate * 請刪去不適用者