



KOWLOON BOWLING GREEN CLUB

123 Austin Road, Tsim Sha Tsui, Kowloon.
Tel: 2368-7733 Fax: 2367-5123 E-mail: info@kbgc.com.hk

Application Form for Booking Public Visit / Guided Tour Service for Grade III Historic Building

Please provide the following information:-

Organisation: _____

Applicant's Name: _____ Position: _____

Address: _____

Telephone: (O) _____ (M) _____

Fax: _____ E-Mail Address: _____

Alternate Contact: _____

Address: _____

Telephone: (O) _____ (M) _____

Fax: _____ E-Mail Address: _____

Emergency contact person for the event (if different from the above)

Name: _____ Tel: _____

| | Date | Start Time | End Time | Age of Group | No. of Participants | Description |
|----|------|------------|----------|--------------|---------------------|-------------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |

Additional Details: _____

Free Admission.

I agree with the terms and conditions for using the club facilities and accept personal responsibility for any damage to the Club's property caused by me or any accompanying members of my organisation and hereby authorise the Club to make good all such damage and to charge the cost to my organisation.

I agree to indemnify of Kowloon Bowling Green Club against any loss of life, personal injury and/or any damage to property suffered by any member of my organisation during or after this function.

For and on behalf of

Applicant's Signature & Association Chop

Date

Terms & Conditions

- The organizer will be liable for any damage to the facility during the event.
- Facility booking is subject to availability of the Club.
- No outside food for beverages is allowed.
- Tumultuous noise is strictly forbidden.
- Keep the place clean.
- The following table shows the time and conditions for the visit.

| Grade III Historic Building Open to Public 香港三級歷史建築物開放予公眾 | Time slots open to outside bodies 對外開放的時間 | |
|---|--|---|
| | Weekdays (except Public Holidays) 星期一至五 (公眾假期除外) | Saturdays & Sundays (except Public Holidays) 星期六及日 (公眾假期除外) |
| Open for Public Visit 公眾參觀 | 2pm to 5pm 下午 2 時至 5 時 | N/A 不適用 |
| Guided Tour Service 導賞服務 | N/A 不適用 | 11am to 12 noon 上午 11 時至中午 12 時 |

- KBGC only accepts 14-day advance booking by e-mail, by post or confirmation in person at the Club Reception before the date of Guided Tour Service. No telephone or online booking service is available.
- Cancellation requires notice by phone and then in writing to the Club Office. No other arrangements will be accepted. New application is required for any change to the visit, e.g. date / time / visitor numbers, etc.....
- All visitors are required to register at the Club Reception 10 minutes prior to the booking time.
- Participating organizations should assign at least one leader to take care of the group members
- Children aged below 12 are required to be accompanied by adults while visiting the club.
- No commercial event is allowed in the clubhouse.
- In the case of inclement weather, all outdoor facilities will be temporarily closed when weather warnings such as red rain storm warning, black rain storm warning, thunderstorm warning and typhoon signal No. 3 or above.
- Clubhouse will be closed immediately when the No.8 or above typhoon signal is hoisted. All functions on the day will be cancelled.
- Commercial photo shooting and recording are not allowed in the clubhouse. Smoking is only permitted in designated areas.
- The following information must be attached to the application when it is submitted.
 - **A name list of all participants for the event (if applicable).**
 - **Third party liability insurance for the event (may be submitted after approval of application).**
 - **Business Registration of organizer of the event.**
 - **HKID of the individual applicant for Registration.**
- For enquiry, please contact our club staff via telephone at 2368 7733, or fax at 2367 5123, or e-mail to info@kbgc.com.hk, or in person at the Club Reception.

| | |
|-------------------------------|----------------------|
| <u>OFFICE USE ONLY</u> | Ref/Serial No. _____ |
| Received By: _____ | Date: _____ |
| Approved By: _____ | Date: _____ |