



ENROLMENT NUMBER

通用報名表 GENERAL ENROLMENT FORM

請先仔細閱讀背頁「報名指引」才填寫報名表格。Please read "ENROLMENT GUIDELINES" at the back carefully before filling in this enrolment form.

1. 請用英文正楷填寫此表格以便輸入資料。Please fill in this form legibly to facilitate the data input process.
2. 聯絡途徑 Communication channel

傳真 Fax _____ 電郵 Email _____ @ _____

郵寄 Post 室 Flat/Room _____ 樓 Floor _____ 座 Block/Tower _____

屋苑/大廈 Estate/Building _____

街道 Street/Road _____ 區 District _____

電話 Telephone 日 Day _____ 晚 Night _____ 手提 Mobile _____

參加者資料 Particulars of Participant

姓 Surname _____ 名 Name _____

港青會員証號碼 YMCA Membership No. _____ - _____ - _____ 年齡 Age _____ ()男 Male ()女 Female

課程/活動名稱 Course/ Activity Title	編號 Code	費用 Fee	(For Office Use Only)	
			Ref. No.	W/L
1. _____	_____	\$ _____	_____	_____
2. _____	_____	\$ _____	_____	_____
3. _____	_____	\$ _____	_____	_____
4. _____	_____	\$ _____	_____	_____
5. _____	_____	\$ _____	_____	_____

() 現金 Cash * 信用咭 Credit Card ** () Visa () MasterCard () 優惠券 Coupon
() 支票 Cheque * 銀行 Bank _____

號碼 Number 1. _____ 2. _____ 3. _____ 4. _____ 5. _____

緊急聯絡 Emergency Contact

姓名 Name _____ 電話 Telephone _____ 與參加者關係 Relation with Participant _____

課程/活動費用退款 Course/Activity Fee Refund

支票退款 Cheque refund *

受益人姓名(須與銀行戶口姓名相同) Payee Name (must be the same name of a bank account) _____

大楷 BLOCK LETTERS

信用咭退款 Credit card refund ** - 經信用咭戶口 Via credit card account



免責聲明 Disclaimer: 下列需由 18 歲以上人士簽署, 18 歲以下人士需由家長或監護人代簽署。 Below has to be signed by adult above the age of 18, or by parents or adult guardian on behalf of child/youth under the age of 18.

本人要求此申請被接納並願意遵守香港基督教青年會("港青")所有條例與規章和克制行為以顧及自身和他人的安全。本人和本人的承繼人清楚了解本人自願承擔因參加活動、使用場地、器材或設施而可能引致的損傷或疾病的風險, 本人明確接受港青毋須為本人因參加活動、使用場地、器材或設施而可能引致的損傷或疾病承擔責任。本人同意免除港青及其代理人、服務人員和僱員的責任, 不會因本人參加活動、使用場地、器材或設施而可能蒙受的損傷、疾病、死亡、遺失或傷害向該機構和人士進行任何和所有索償。本人明白港青毋須負責在其建築物範圍或任何活動範圍或地點內個人財物遺失或被竊的責任。 I request that this application be accepted and agree to abide by all rules and regulations of the YMCA of Hong Kong ("YMCA") and otherwise undertake to behave in such a manner as to contribute to the safety and well being of myself and others. I understand that the YMCA assumes no responsibility for injuries or illnesses which I may sustain as a result of my physical condition or from my participation in any of its activities, use of its venues, equipments and facilities, and expressly acknowledge on behalf of myself and my heirs that I assume the risk for any and all injuries and illnesses which may result from participation in these activities, use of its venues, equipments and facilities. I hereby release and discharge the YMCA, its agents, servants and employees from any and all claims for injury, illness, death, loss or damage which I may suffer as a result of participation in these activities, use of its venues, equipments and facilities. I understand that the YMCA is not responsible for personal property lost or stolen while on its premises or any other premise or location of its activities.

簽署 Signature _____

報名指引 | ENROLMENT GUIDELINES

重要事項 Important issues

- 凡報讀有  標誌的課程，請遞交報名表時附上有效成績單。Please attach the valid report slip to the enrolment form when enrolling for those courses bearing the  symbol.
- 假若報名不足，本會有權取消該課程/活動。若課程/活動被取消，將用支票及郵寄，或經信用咭戶口退還已繳費用。YMCA of Hong Kong reserves the right to cancel any course/activity in case of low enrolment. If course/activity is cancelled, fees paid will be refunded by cheque and post, or via credit card account.
- 請仔細選擇最合適的課程/活動時間及日期，個人要求轉調或退出必須在課程/活動開始前十日向會員服務部提出，轉調或退出一經接納，每個課程/活動需繳交行政費用港幣一百元。Please choose the most appropriate course/activity time and date carefully. Personal request of course/activity transfer or withdrawal must be submitted to Member Services Section 10 days prior to the commencement of course/activity. An administration fee of HK\$100 will be charged for each successful course/activity transfer or withdrawal.
- 恕不接受傳真或電話報名。No fax or telephone enrolment.

1. 郵遞 / 投遞箱報名指引 POSTAL/DROP BOX ENROLMENT GUIDELINES

1. 會員服務部職員將每日從郵遞/投遞箱收集回來的報名表於翌日辦理報名登記手續，以隨機抽籤決定報名次序。在處理每日的報名表時，港青會員的報名可獲優先處理。Member Services staff will gather and process all daily enrolment forms, both by post and from drop box, on the following day. Enrolment order will be done by random draw. During the daily enrolment registration, applications of YMCA of Hong Kong members will be given priority.
2. 請填妥報名表並附上回郵信封。Please attach a self-addressed envelope to the completed enrolment form.
3. 每一個課程/活動，請附上一張劃線支票，支票上款為「香港基督教青年會」。請在支票背面寫上聯絡電話號碼、申請人姓名及課程/活動編號。Issue a separate crossed cheque for each course/activity and make the cheque payable to "YMCA OF HONG KONG". Please write a contact phone number, applicant's name and course/activity code on the back of the cheque.
4. 一張報名表只需一張「授權信用咭付款」表格，兩份表格的課程或活動資料必須完全相同。One enrolment form needs just one credit card payment authorization form with the same course or activity details.
5. 遺漏支票或「授權信用咭付款」表格的報名表將不獲辦理；須待收妥支票或「授權信用咭付款」表格時才辦理正式登記手續。If cheque or credit card payment authorization is not attached to the enrolment form registration will not be processed until the cheque or the credit card payment authorization is received.
6. 會員服務部職員完成報名登記手續後，會先傳真報名結果(正式收據)通知申請人，隨後郵寄報名結果(正式收據)及有關資料給申請人。Applicant will receive the enrolment result (official receipt) via fax first; and then receive the enrolment result (official receipt) and relevant materials by post after the completion of the enrolment registration by the Member Services staff.
7. 倘若課程/活動開始前三日仍沒有收到報名結果(正式收據)，請致電 2268 7070 或電郵至 ms@ymcahk.org.hk 或傳真至 2722 4004 會員服務部查詢。If no enrolment result (official receipt) is received 3 days before the starting date of the course/activity please call 2268 7070 or send email to ms@ymcahk.org.hk or Fax 2722 4004 Member Services for details.

2. 即場報名指引 ON-SPOT ENROLMENT GUIDELINES

1. 有興趣參加課程/活動但錯過了郵遞/投遞箱報名日期的人士可親臨會員服務部以**先到先得**方式報名參加剩餘名額，辦公時間每日由早上 8 時至晚上 10 時。即場報名首數日情況一般較為繁忙，可能需要排隊輪候辦理報名。Any one interested in our course/activity but missed the postal/drop-in box enrolment dates can enrol in person at Member Services Section **on a first-come, first-served basis** for the remaining vacancies. We are open from 8 a.m. to 10 p.m. daily. Normally it is very busy on the first few days of the on-spot enrolment. Queuing up for enrolment registration may be required.
2. 接受現金、支票或信用咭付款。Payment by cash, cheque or credit card is accepted.
3. 如以劃線支票付款，上款為「香港基督教青年會」。請在支票背後寫上聯絡電話號碼申請人姓名及課程/活動編號。If paying by crossed cheque, please make the cheque payable to "YMCA OF HONG KONG". Please write a contact phone number, applicant's name and course/activity code on the back of the cheque.