



## 更改會員資料

### CHANGE OF MEMBER INFORMATION

姓氏 Surname \_\_\_\_\_ 名字 Name \_\_\_\_\_

港青會員編號

YMCA Membership No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

會員新資料如下:

Member's new information is as below:

通訊地址

Correspondence Address

室 Flat/Room \_\_\_\_\_ 樓 Floor \_\_\_\_\_ 座 Block/Tower \_\_\_\_\_

大廈/屋苑 Building/Estate \_\_\_\_\_ 街道 Street/Road \_\_\_\_\_

地區 District \_\_\_\_\_ 國家 Country \_\_\_\_\_

電話 Telephone \_\_\_\_\_ 手提 Mobile \_\_\_\_\_ 傳真 Fax \_\_\_\_\_

職業 Occupation \_\_\_\_\_ 電郵 E-mail \_\_\_\_\_

生效日期 Effective Date \_\_\_\_\_ 其他 Others \_\_\_\_\_

簽署 Signature \_\_\_\_\_ 日期 Date \_\_\_\_\_

#### For Office Use Only :

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

## 收集個人資料聲明

- 收集資料的目的： 香港基督教青年會會使用你提供的個人資料，向你 / 申請人提供你 / 申請人所需要的活動、課程或服務，包括但不限於監察、檢討及發展各項活動、課程或服務。
- 資料的轉移： 你所提供的個人資料，會供本機構在工作上需要知道該等資料的職員或指定人士使用。此外，本機構在需要時亦只會向下列有關方面披露該等資料：
- 查閱個人資料： a) 活動、課程或服務的協辦機構或團體。  
b) 香港基督教青年會所委託的指定機構，（不限於）處理 / 跟進保險索償個案、檢討服務等事宜。  
c) 由法律授權或法律規定須向其披露資料的有關方面。
- 除了《個人資料（私隱）條例》規定的豁免範圍外，你有權要求查閱和更正本機構所持有關於你的個人資料，你亦可要求索取這些資料的副本。不過，在一般情況下，如收集資料的目的已經完成，本機構會刪除有關的個人資料。
- 查詢： 請確保你向香港基督教青年會提供的資料正確無誤。如欲查閱或更正本機構所持有關於你的個人資料，請以書面方法提出。  
**聯絡：** 香港基督教青年會會員及社區服務部總辦公室  
**地址：** 九龍尖沙咀梳士巴利道41號
- 申請人聲明： 1) 本人明白及同意香港基督教青年會會透過本表格收集本人的個人資料，並利用我的個人資料，作處理申請、安排課程 / 活動 / 服務內容（包括但不限於班務、點名、貼堂、領取證書）、宣傳、檢討服務、統計、意見調查、調查 / 跟進其他與香港基督教青年會有關的服務或事宜之用。  
2) 本人明白及同意香港基督教青年會可能把本人的個人資料作上述的資料轉移用途。  
3) 本人明白及同意香港基督教青年會可能會使用本人的個人資料（包括但不限於姓名、地址、電郵地址、電話號碼、肖像及錄像），向本人提供有關香港基督教青年會的相關活動、課程或服務及推廣活動等的相關資訊；並同意香港基督教青年會亦可能把本人的個人資料，用作推廣香港基督教青年會提供的活動、課程或服務之用途。  
4) 會員[參加者]提供的個人資料（包括姓名、聯絡方法及其他資料如曾參加的活動、課程、服務等）將用作與港青溝通渠道，港青將透過信件、電子郵件、流動電話和其他社交媒體等為會員[參加者]送上港青的最新課程、服務資料及推廣訊息，這些資訊亦將包括講座及活動、折扣優惠、尊享優惠、聯誼及籌款活動等。會員[參加者]可隨時以書面方式向港青申明是否願意繼續接收有關資訊。

## Personal Information Collection Statements

- Purpose of Collection: The YMCA of Hong Kong ( "YMCA" ) will collect your personal data to provide you/ the applicant activities, programmes or services relevant to your needs, including but not limited to monitoring, review and development of activities, programmes or services.
- Transfer data: The personal data you provide will be made available to persons working in the YMCA or persons designated on a need-to-know basis. Apart from this, the data may only be disclosed to the relevant parties in the circumstances listed below :
- a) Co-operative activity, programme or service providers.  
b) Other parties commissioned by the YMCA for the purposes of processing insurance claims, evaluation and review of services and other issues related to the YMCA.  
c) Where such disclosure is authorized or required by law.
- Access to Personal Data: Except where there is an exemption provided under the Personal Data (Privacy) Ordinance, you have a right of access to and correction of personal data or obtaining a copy of the data you provided. However, under normal circumstances, data will be erased after fulfilling the purposes of collection. Please ensure that the data you provide to the YMCA are accurate. If you would like to access or correct your personal data, please contact the YMCA in writing.
- Enquiries: **Contact:** Head Office of Member and Community Services (M&CS), the YMCA of Hong Kong **Postal Address:** 41 Salisbury Road, Tsim Sha Tsui, Kowloon
- Declaration by the Applicant: 1) I understand and accept that the YMCA will, through this application form, collect my personal data which would be used for processing my application, arranging activities, programmes or services (including but not limited to class administration work), promotion, evaluation of services, statistics, surveys, investigation and following up of other issues related to the YMCA.  
2) I understand and accept that the YMCA may transfer my personal data for the above purposes.  
3) I understand and agree that the YMCA may use my personal data (including but not limited to my name, correspondence address(es), contact telephone number(s), email address(es), photo record(s) and video record(s)) to provide me information on related activities, programmes or services; I also accept that my personal data may be used for promoting activities, programmes or services provided by the YMCA.  
4) From time to time, the Association will send the latest updates and promotional materials to Member(s) [or Participant (s)] on the availability of the activities, programmes, and/ or services. This will also include seminars and events, discounts and offers, networking opportunities and fund-raising initiatives. Various communication channels will be employed such as direct-mail, email, mobile phone and other forms of social media, by using Member(s)' [or Participant(s)'] personal data (including, but without limitation to, Member(s)' [or Participant(s)'] name, contact details and other information collected in Member(s)' [or Participant(s)'] profile such as the activities, programme(s), or services s/he registered/ enrolled, etc.). Member(s) [or Participant (s)] always has the right to make subsequent changes on her/ his choice of receiving further marketing materials by sending a written unsubscribe request by post to the Office of Member and Community Services at any time.