



Breakthrough Centre

Hiring of Venue Application Form

(Please reading Renting Notes beforehand)

5/09 revised

For Official use only:

Application Date: _____

Application No.: _____

1. Application Details:

Name of Organization/Company: _____
(same as Organization/Company chop)

Nature of Organization/Company:

non-profit (applicable to non-profit organizations which are exempt from tax under section 88 of Inland Revenue Ordinance of HK, and the tertiary education institutes, primary and secondary schools in HK)

Others (applicable to Government-registered organization)

Correspondence Address: _____
_____ Phone No. _____

Fax No.: _____ E-mail Address: _____

Name of Applicant: _____ Serve Club Member No.: _____
(should be aged 18 or above and attendance in booking) (if suitable)

Contact Phone No.: (day) _____ (night/mobile) _____ E-mail Address: _____

2. Name and Nature of Activity: _____

Participants:

primary to Form 3 Form 4 to tertiary Working Youth Teachers Pastoral Staff Others : _____

3. Venue and Equipment Requirement:

Venue	Max. Capacity	Date	Time	No. of Person	Facilities Required
Classroom	30 prs				
Auditorium	200 prs				

We will comply with all regulations and conditions set out for the use of the Centre, and will take full responsibility in the event of any violation of the regulations and conditions and any accidents howsoever caused. I certify that I have the authority to bind our group by signing this application form.

Signature of Applicant: _____ Organization/Company Chop: _____

Position Held: _____ Date: _____

Your personal information may be used for carrying out research, development and promotion of Breakthrough products and services. If you do not wish to receive the above information, please contact us by post to Facility Management, Breakthrough Centre Office.

Completed forms should be sent by fax to 2730 7899, by post or in person to Facility Management, 3/F, Breakthrough Centre, 191 Woosung Street, Jordan, Kowloon. Inquiry : 2377 8500