

## Po Leung Kuk Jockey Club Pak Tam Chung Holiday Camp 【 Venue and Equipment Booking Form 】

Camping Type : Day / Evening / Residential Camp

Name of Organization : \_\_\_\_\_ Camping Date : \_\_\_\_\_

No of Campers : \_\_\_\_\_ Name of Contact Person : \_\_\_\_\_ Tel No : \_\_\_\_\_

Venue / Equipment		Session (55mins)	Charge (\$)	Capacity	Remarks		
<b>Activity Venue</b>	2F2 / 3F1 / 6F1 / 6F2 Function Room	1	90	60 - 80 people Size : 14m x 5m	Equipped with Mic, VCD Player, Portable Electronic Keyboard		
	4F2 / 5F1 / 5F2 Function Room	1	50	20 - 28 people Size : 7m x 5m			
	Jockey Club Function Room	1	200	80 -120 people Size : 12m x 7m			
	Admin. Building Activity Room	1	90	20 - 28 people Size : 8m x 4m	Function Room included air condition		
	Hall A (2/F)- cum Canteen	1	220	250 - 300 people Size : 25m x 12m	(Please collect equipment from camp office and return back after used)		
		<i>Not available at 0900-0930, 1100-1430, 1700-1930</i>					
	Hall B (1/F)	1	220	150 - 250 people Size : 14m x 10m			
	Open Auditorium	1	50 / *70	300 - 500 people Size : 24m x 17m	With Covered Stage & Wireless Mic. No seat * With spot-light		
	Basketball Court	1	50 / 100	100 - 150 people Size : 33m x 18m	* With spot light No Mic. & Seat		
Artificial Turf Surface (Please fill out the Booking Form for Artificial Turf Football Pitch)	1	250/*350	Size : 61m x 37m	*With spot light No Mic. & Seat			
<b>Venue For Special Use</b>	Indoor Games Hall (Full Court)	1	600	400 people Size : 33m x 18m	- Booked the whole camp only		
	Indoor Games Hall (Badminton Court)	1	250	Size : 18m x 8m	- No Mic. & Seat		
	Indoor Games Hall (Half Court)	1	500	Size : 18m x 16m			
	Covered Playground	1	30	80 - 100 people	With Microphone & Seat		
	Swimming Pool	1	600	/	Lifeguard attended (Book whole camp only or at closed session)		
<b>Audio Visual Aids</b>	Wireless Microphone	1	40	/	/		
	LCD Projector	1	100	/	Indoor only		
	Special Electricity Supply	3	200	/	13A or 2000w (max)		
Date	Time	Venue	Equipment	Date	Time	Venue	Equipment

**Remarks : 【 Venue opens from 0900 to 2230 daily 】**

- Please fill in the above table and fax to **2792 0917**. Venue booking is not on first-come first-served basis, the Camp has the discretion to accept or reject any venue booking.
- Booking of venue and equipment will be confirmed by camp staff 3-4 weeks before the camp date.
- Venue charge will be collected at the Camp.
- Venue booking once confirmed cannot be cancelled (except by the Camp).The Venue hirer still needs to pay one half of the venue charge even though he/she does not use any booking venue.
- Camp Tel No : **2792 4302** Camp Fax No : **2792 0917**