

Po Leung Kuk Jockey Club Tai Tong Holiday Camp

【Venue and Equipment Booking Form】

7/2023

Name of Organization : _____ Camping Date : _____

No of Campers : _____ Name of Contact Person : _____ Tel No : _____

Venue / Equipment		Session (55 mins)	Charge (\$)	Remarks	
Indoor Activity Venue	Activity Room 1 (Administration Building A , G/F)	1	130	9m x 8m (72m ²) 50-65 people	Equipped with Mic , Table , Chairs , White board With air-condition (all year)
	Activity Room 2 (Recreation & Sport Pavilion)	1	60	7m x 5m (35m ²) 20-30 people	
	Activity Room 3 (Phase 3 Leadership camp , 1/F)	1	130	9m x 8m (72m ²) 50-65 people	
	Activity Room 4 (Recreation & Sport Pavilion)	1	110	5m x 12m (60m ²) 30-50people	
	Day Camp Centre (Administration Building A , G/F)	1	140	10m x 9m (90m ²) 60-80 people	
	Seminar Room 1 (Administration Building B , 1/F)	1	200	15m x 10m (150m ²) 100-135 peoples	
	Seminar Room 2 (Recreation & Sports Pavilion)	1	280	18m x 10m (180m ²) 120-160 people	
	Seminar Room 3 (Phase 3 Leadership camp , G/F)	1	160	12m x 8m (96m ²) 65-90 people	
	Game Room (Club House , 1/F)	1	60	4.6m x 7.5m (34.5m ²) 20-30 people	
Recreation & Sport Pavilion Venue	Stage	1	80	15m x 4m (60m ²) 40 people	-Provide chairs (need to be moved and arranged by client)
	Indoor Game Hall (1/4 of the Hall)	1	250	9m x 20m (180m ²) 120 people	-Near stage -Screen partition -Provide chairs (need to be moved and arranged by client)
	Indoor Game Hall (With Stage, 1/4 of the Hall)	1	320	9m x 20m (180m ²) 160 people	-Equipped with Mic -Screen partition
	Indoor Game Hall (With Stage , 1/2 of the Hall)	1	580	18m x 20m (360m ²) 320 people	-Provide chairs (need to be moved and arranged by client)
	Indoor Game Hall (With Stage , Whole Court) ** Remark : booked the whole camp only **	1	1500	30m x 20m (600m ²) 600 people	-Equipped with Mic -Provide chairs (need to be moved and arranged by client)
Outdoor Activity Venue	Covered Area (Recreation & Sports Pavilion nearby)	1	60	18m x 6m (108 m ²) (around 100 people)	-No Mic & Seat
	Swimming Pool	1	1500	For exclusive private group booked OR Non opening hour ONLY	-Life-guard attended (Exclusive private group booked only)
	Parade Ground (Outside Phase 3 Leadership camp)	1	300	24m x 24m (576m ²) 600-1000 people	-Basic lighting without spotlight -Excluding basketball courts
	5-A-Side Soccer Field / Basketball Court	1	70/*130	Soccer Field : 25.1m x 13.5m (339m ²) Basketball Court : 28.3m x 15.1m (427m ²)	-No Mic & Seat * with spotlight *
				Phase3Basketball Court : 30.15m x 18.7m (564m ²)	-Basic lighting without spotlight
	Multi-Purposed Pitch	1	120/*170	30.5m x 52.7m (1607 m ²)	-With spotlight (Inflatable toys are placed on both sides and cannot be move) (Not available for rent from July to October)
Audio Visual Aids	Wireless Microphone	1	20 / ^ 50	For Activity Room & Seminar Room / ^ Portable	
	LCD Projector	1	100	Indoor Only , Campsite does not provide computer	
	Special Electricity Supply	1	100	13A	

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 2478 1332. Venue booking is not on first-come first-served basis, the Camp has the final 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 : 2478 1332 Camp Fax No : 2442 3869