Po Leung Kuk Pak Tam Chung Holiday Camp
Camp Booking and Camp Regulations

Important Notice

All applicants/groups must carefully read，understood, accepted and confirm compliance with all the following rules and conditions before submitting an application.

Compliance with Hong Kong Laws

To maintain a safe, orderly, and harmonious campsite environment for all, all campers and visitors are required to comply with the **Hong Kong National Security Law** and all applicable laws and regulations in force in Hong Kong. They are also expected to respect and uphold national security, as well as the public interest, public order, public safety, and public morality of Hong Kong. No person shall engage in any act or activity that may endanger national security or give rise to a risk of endangering national security.

Rules and General Conditions

1. Compliance with Camp Rules
   All campers and visitors must comply with these Camp Rules and any instructions, directions, or arrangements issued by camp management staff for the purpose of safety, order, and proper operation of the campsite.
2. Breach of Rules
   If any group or its members are found to have engaged in unlawful conduct or serious violations of camp regulations, the camp reserves the right to terminate their use of the facilities immediately. Any fees paid will not be refunded. The camp may also issue a breach notice and reserves the right to reject future applications or cancel any confirmed bookings associated with the group.
3. Responsibility and Liability
   All campers and visitors are responsible for their own actions and conduct. Where injury, damage, loss, or legal liability arises as a result of any act, omission, negligence, misconduct, or failure to exercise reasonable care, the relevant group shall bear the associated responsibilities and any resulting liabilities.
4. Termination of Use
   The camp may cancel confirmed bookings and immediately suspend a group's right to use the campsite if the group fails to comply with camp rules, conditions of use, or management requirements. Any person who breaches the rules may be required to leave the campsite. The handling of any booking and fees paid shall be at the camp's discretion.
5. Promotional Materials and Displays
   - Any activities arranged by campers and any promotional materials or publicity content relating to activities held at the camp must comply with the laws of Hong Kong and

standards of public decency. Such materials must not contain false, misleading, defamatory, obscene, offensive, or inappropriate content, nor anything that may cause public concern.

- Any banners, posters, signboards, backdrop panels, or other promotional display materials must not, without prior written approval, state or imply in any publicity or promotional materials that the campsite is the organizer, co-organizer, supporter of, or otherwise officially affiliated with the event.
- Any complaints, claims, or legal consequences arising from promotional materials shall be the sole responsibility of the applicant or group concerned.

6. Visitors

   No unregistered persons or visitors may enter the campsite without prior approval from the camp.

7. Participant Limits

   The camp may impose a maximum number of participants for any activity, taking into account the nature of the activity, venue capacity, safety considerations, and operational requirements.

8. Health and Hygiene Measures
   - To protect public health and reduce the risk of disease transmission, the camp may require visitors and participants to undergo health screening, temperature checks, or registration procedures before entering the campsite. Individuals who refuse to comply with such measures may be denied entry.
   - Group leaders should also monitor the health conditions of participants. Individuals displaying fever, respiratory symptoms, or other signs of illness should be advised not to attend activities and to seek medical attention as appropriate.

9. Camp Management Rights

   The camp reserves the right to refuse or cancel any booking arrangements without prior notice to the applicant/group, to restrict the number of users permitted to enter the camp premises, to deny entry to any person on health grounds or for any other reason, and/or to impose such additional conditions as it deems necessary regarding the use of camp facilities.

10. Cancellation of Camp Session

    Po Leung Kuk reserves all rights to revoke any booking/camping confirmation without explanation. Should this occur, the organizer / individual will be notified at the earliest possible time and any refundable fees paid will be refunded. Po Leung Kuk will not be responsible for any other costs or losses incurred by the applicant.

Site Visit and Camp Session Arrangements

1. After the deposit has been paid, camp staff will contact the group by telephone to arrange event details and admission procedures. For special requests, the person-in-charge should contact camp staff proactively. Camp Tel: 2478 1332
2. If a group representative wishes to conduct a site visit before the camp session, prior arrangements must be made with the camp's contact staff. Visitor badges will be issued on the day of the visit. Visits of not more than two hour are free of charge. Visitors staying longer than two hour, or those requiring meals even for visits shorter than two hour, will be charged camp fees.
3. All camp and meal fees must be paid by the group at least one month before the camp session. (No further payment reminders will be issued by Po Leung Kuk.) Please refer to the “Book Now” section of the holiday camp website for payment methods.

Special Weather Arrangements

1. If Tropical Cyclone Warning Signal No. 3 or above, or the Black Rainstorm Warning Signal, is in force three hours before admission, participants should be advised not to enter the camp and the camp session will be cancelled.
2. For camp sessions lasting three days and two nights or longer, only the affected day(s) will be cancelled. Once the warning signal is lowered, the remaining session shall proceed as scheduled.
3. If Tropical Cyclone Warning Signal No. 3 or above, or the Black Rainstorm Warning Signal, is issued during the camp session, camp management reserves the right to require participants to leave the camp based on safety considerations. Camp and meal fees may be refunded on a pro-rata basis subject to actual circumstances.

Admission Procedures

1. The person-in-charge must present the receipt issued by Po Leung Kuk (photocopies accepted) when completing admission procedures.

Groups must arrive and depart on time.

Overnight Camp:

- Check-in: 3:15 p.m.
- Return Room key: 12:30 p.m. on the final day
- Departure: 1:45 p.m.

Day Camp:

- 9:00 a.m. to 4:00 p.m.

Afternoon Camp:

- 2:00 p.m. to 9:00 p.m.

2. Groups intending to arrive or depart in separate batches must inform camp staff in advance.
3. Participants should bring their Hong Kong Identity Card or other valid identification document.
4. All campers must wear the camp wristband provided for identification purposes.
5. Parking spaces are limited. Coaches and large vehicles may only use the camp car park for pick-up and drop-off. Private vehicle parking applications must be registered directly with the camp by providing the vehicle registration number. Unregistered vehicles will not be allowed to park within the camp premises.
6. If early departure is necessary after check-in, the person-in-charge must complete an Early Departure Form at the camp office during office hours (8:30 a.m. to 11:00 p.m.) and return to the camp before 11:00 p.m.

Meal Arrangements

1. Breakfast, lunch and dinner are arranged on the basis of one table per ten persons. Barbecue arrangements are based on one grill per ten persons. Each table or grill will normally be allocated to one group only. The camp may make alternative arrangements under special circumstances.
2. For barbecue bookings, food must be collected from the dining hall during the designated time upon presentation of the receipt. In case of rain, barbecue food will be cooked and served by the dining hall. Barbecue equipment must be checked upon collection and returned after use. Lost items will be charged at market replacement value.
3. Food and beverages not supplied by the camp may not be consumed in the camp dining hall.
4. Cooking by open fire inside accommodation buildings is strictly prohibited and will be regarded as a breach of camp regulations. If a smoke detector is activated as a result, a penalty of HK$2,000 per smoke detector will be charged.
5. Bringing personal food for barbecue purposes is also prohibited. A grill rental charge of HK$1500 per barbecue grill will be imposed if such activity is discovered.
6. Barbecue activities must be conducted within designated barbecue areas to minimize fire hazards.
7. Meals are served according to predetermined schedules and participants must be punctual. Late arrivals may not be served and meal fees are non-refundable. Requests

to alter meal times due to special circumstances must be submitted to the camp in advance.

Overnight Camp Regulations

1. Accommodation will be allocated according to the number of participants, gender composition, group structure or family units specified in the application. Campers must stay in the assigned accommodation and may not change rooms without permission. Entry into accommodation designated for the opposite sex is prohibited.
2. Campers may not invite outside visitors without authorization. Visitors may remain on camp premises only with approval from camp management.
3. Each camp group must have a responsible person or leader aged 18 or above staying overnight in the camp to supervise participants.
4. Camp facilities and furniture must not be moved or taken outdoors. Damaged items will be charged at replacement cost plus administrative fees.
5. The camp does not provide soap, towels or other personal toiletries. Participants should bring their own or purchase them from the camp canteen.
6. Activities conducted after 11:00 p.m. must not disturb other camp users.
7. Vehicles of the campers are not allowed to drive in the Camp without prior approval.

Other Regulations

1. Persons suffering from notifiable infectious diseases must not enter the camp.
2. Any activity that violates Hong Kong law or public order, including drunkenness, gambling, fighting or drug abuse, is strictly prohibited. Offenders may be required to leave immediately and all fees paid shall be forfeited.
3. Participants and visitors must not appear in public areas unclothed or dressed only in underwear or sleepwear.
4. Unauthorized entry into kitchens, staff quarters and storage rooms is prohibited.
5. Campers are not allowed to bring food or drinks into the activity rooms.
6. Smoking is prohibited throughout the camp.
7. Groups are prohibited from conducting sales activities or commercial operations within the camp. The camp reserves the right to terminate the camp session immediately without refund.
8. Pets of any kind are not permitted, except guide dogs.
9. Participants are responsible for safeguarding their own belongings. The camp accepts no responsibility for loss or theft.

10. Please conserve water. Tap water supplied in accommodation buildings is for washing purposes only and should not be consumed unless boiled.
11. No flags or banners are allowed to be shown in hostels without permission. Timetables should be posted at a designated place.
12. Camp power supplies, wiring and electrical outlets must not be used, connected, altered or replaced without permission.
13. Cooking in the Camp is prohibited without permission.
14. Trees, plants and flowers within the camp must not be cut, damaged or removed.
15. Participants in scheduled group activities must follow the designated times and locations and comply fully with instructions from camp staff.
16. Borrowed equipment and recreational or sports facilities must be returned in good condition. Compensation is required for loss or damage.
17. Small audio equipment and musical instruments may be used within the camp provided they do not disturb others.
18. Camp premises must be kept clean. Please dispose of litter properly and tidy accommodation before departure.
19. Basic first aid supplies are available from camp staff upon request. Basic medicines are also available for purchase at the camp kiosk.
20. The Camp Staff will take all safety measures to ensure the safety of the Campers. Nevertheless, any accidents that may occur to the Campers will be the responsibility of the group concerned.
21. In the event of an accident or typhoon or alike, the Camp management has full authority to make final decision on all matters.
22. Camp management reserves the right to terminate a camp session immediately for any breach of camp regulations or other unlawful or inappropriate conduct. No fees paid will be refunded.
23. Before departure, all borrowed items must be returned and accommodation cleaned. Departure procedures must be completed before leaving the camp.
24. Any injury, accident, loss of life or property occurring within the camp premises shall be the responsibility of the person concerned. Po Leung Kuk and its agents shall not be liable.
25. All campers must comply with all camp regulations and terms and conditions. Po Leung Kuk reserves the right to amend, add to or delete any of the above rules at any time.