

九龍仔網球中心 - 申請發還場租/入場費 Kowloon Tsai Park Tennis Centre- <u>Application for Refund of Hire/Admission Charge of Leisure Facilities</u>	職員專用 For Office Use 收件日期： Received Date：
I. 此欄由申請人填寫 <u>Application</u> (To be filled by applicant) 致：主管人員 To: Officer-in-charge 我(姓名)_____ (護照/香港身分證號碼首四個號碼：_____) 本來使/租用網球場地編號_____, 使/租用日期和時間為_____年_____月_____日上午/下午____時____分至上午/下午____時____分， 我現在申請發還場租/入場費。 I, _____ (name), First four digits of Passport/HKID No. _____ would like to apply for refund for using / booking court no. _____, on _____ (dd/mm/yy), from _____ to _____. 通訊地址： Correspondence Address：_____ 聯絡電話： Contact Tel. No.：_____ 申請退款的理由： Reason for Application of Refund：_____ # 現將原來的租用證(編號: _____) 交回。 # The original permit, Audit No. _____, is returned herewith. 申請人簽署：_____ 日期：_____ Signature of Applicant：_____ Date：_____ 所提供的資料只作處理退款時之用。若要求更改或索取你申報的個人資料，可與本辦事處的職員聯絡。 The information provided will be used for processing refund of hire/admission charge. For correction of or access to personal data collected, please contact staff of the booking counter.	須於用場日期起 計 30 天內提出 Submit within 30 days from the date of use
II. 如申請人年齡在 18 歲以下，須由家長/監護人填寫此欄（家長/監護人須為 18 歲或以上之人士），並代收退款。 If the applicant aged below 18, this section should be completed by his/her Parent or Guardian (Parent/Guardian should be aged 18 or above). And refund will be payable to his/her Parent or Guardian. 家長/監護人簽署：_____ 家長/監護人姓名：_____ (中) Signature of Parent/Guardian：_____ Name of Parent/Guardian: _____ (英) 家長/監護人身分證/護照號碼：_____ (首四個號碼) 日期：_____ Parent/Guardian's ID Card/Passport No.: _____ (First 4 digits) Date：_____	
III. 取回退款聲明 (此部分只適用於以現金訂場) <u>Acknowledgement of refund</u> (This section only apply to booking by cash) 本人_____ (姓名) 已取回總計\$_____的退款。 I _____ (Name) acknowledge the refund amount of \$_____ have been received. 申請人簽署：_____ Signature of Applicant：_____ 日期：_____ Date：_____ 主管人員：_____ Officer-in-charge：_____ 日期：_____ Date：_____	