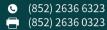
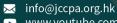


## **Group (Professional) Visit Application Form** 團體(專業人士)參觀申請表

Name of organization / Institution 參觀團體 / 機構名稱:	
Phone 聯絡電話:	Fax 傅真:
Email 電郵:	
Type of visitors 參觀者類別:  □ Student 學生(學系Faculty	Year年級)
Language 語言: □ Cantonese 廣東話 □ Eng	glish 英語   □ Putonghua 普通話
No. of visitors參觀人數#: Plann	ed Date計劃參觀日期#:
	10:30-12:00
that guided visit will not be arranged if the numb	umber of visitors between 10 and 20 at each visit. Please note er of visitors is exceeded / less than required.  10人和不多於20人。如參觀當日人數未達/多於指定規
# Duration of each visit is around 1 hour to 1.5 hou 每次參觀時間約 <u>1 小時至 1 小時 30 分鐘</u>	rs
Remarks (interested areas / special requests) 備註 (特	別興趣/要求):
from JCCPA in future. (JCCPA will provide the infor	ce, training programmes, events and research invitations mation via email or WhatsApp). · 課程、活動推廣及研究邀請的資訊。(本園通常以電郵或
Name of Applicant申請人姓名:	Position申請人職銜:
團體(專業人士)參觀申請表格	2024/06













## APPLICATION DETAILS 申請參觀事項:

- 1. Fee: Two FREE visit quotas are offered monthly
  - \*\*A service charge of HKD 1500 will be required for the following circumstances:
  - a. if the applying organization provides their members / the visitors with at cost service,
  - b. requires a special arrangement outside our regular visiting period and/or
  - c. while the free quota is full

## 收費:每月設兩個免費參觀名額

- \*\* 如遇以下情況,將收取港幣1500元為導賞行政費用:
- a. 團體向參加者收取參觀費用
- b. 特別要求非指定的參觀時間
- c. 免費參觀名額已滿
- 2. Application form should be submitted at least one month before the planned visit. 申請表格於計劃參加日期一個月前提交
- 3. Applications are processed on a first come first serve basis. 參觀名額有限,先到先得
- 4. Completed form should be emailed to training@jccpa.org.hk. 請填妥表格郵寄至training@jccpa.org.hk
- 5. Confirmation will be informed within one week. 本園職員收妥申請表格後,會於一星期內確實申請
- 6. Cancellation should be informed before two weeks. 取消參觀需在2星期前通知
- 7. For enquiries 查詢電話: 2946 8139 / 2636 6323

## Special Attention 特別注意

Due to the limited space, our reception area is not being able to cater the clients and the group visitors at the same time. Appreciate if the visiting organization can be gathered outside the main entrance before your booked timeslot. We sincerely thank for your cooperation and understanding.

由於本園接待處地方所限,未能同時容納園友及參觀人士,煩請參觀團體先於本園門外集 齊人數,並於預約時段進入本園。不便之處,懇請見諒。

團體(專業人士)參觀申請表格

2024/06

(852) 2636 6323 (852) 2636 0323



info@jccpa.org.hk

