

香港聖公會西九龍教區

聖安德烈堂

香港九龍尖沙咀彌敦道138號

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St. Andrew's Church

Anglican (Episcopal) Diocese of Western Kowloon
Province of Hong Kong Sheng Kung Hui

138 Nathan Road, Tsimshatsui,
Kowloon, Hong Kong.

Tel: 2367 1478

Fax: 2367 6562

Email: info@standrews.org.hk

FACILITIES BOOKING APPLICATION FORM

This Application Form must be completed and returned with FULL PAYMENT to the Church Office within 10 days from the day which provisional booking has made.

Name of organisation	
Address	
Telephone No.	
Email Address	
Name of contact person & Mobile no.:	
Facilities hired	
Expected no. of attendants	
Nature of meeting <i>(Please give details)</i>	
Date of booking	
Time <i>(inclusive of preparation)</i>	
Other equipment(s) required	

I/We have read and agreed to the content of the Memorandum for hiring St. Andrew's facilities and shall personally attend the meeting to ensure full compliance with the rules, and shall take full responsibility for any damage or complaint that may occur. (If you will not be at the meeting, please state the name of the person you have appointed in your place).

Please read the rules and conditions of the Facilities for Booking leaflet. The Church staff have the right to stop the meeting in the event of non-compliance of rules, and we will not accept any future bookings.

Signature

Date:

Organisation Chop

FOR OFFICE USE

Charge per hour		Total	
Cash/Cheque no.		Receipt No.	
Received by		Date:	