



中華基督教禮賢會香港區會
禮賢會彩雲綜合青少年服務中心
活動報名表

表格編號：PG0.21

活動編號：A-

(必須填寫)

如欲申請收費減免，請在格內加上✓號

同住家庭成員報活動可填在同一表格內

參加者

會員編號

非會員適用

費用

職員專用

- 1) 姓名 _____
- 2) 姓名 _____
- 3) 姓名 _____

香港居民： 性別： 年齡：

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香港居民： 性別： 年齡：

\$

\$

\$

核對文件 ☐

核對文件 ☐

核對文件 ☐

需特別照顧之參加者姓名：_____ 請註明特別需要(如健康、食物敏感)：_____

(非會員適用) 電話號碼：_____

如活動取消，退回支票抬頭人姓名：_____

- 十四歲以下參加者需由家長簽名。
- 十八歲以下之戶外活動參加者均需家長簽署。
- 本表格收集之資料只供活動統籌用途。
- 本人清楚及明白「收集個人資料聲明」之內容。
- 活動進行中可能會拍攝或錄影，若服務使用者不同意被攝錄，請預早通知負責活動之職員。
- 所有活動報名後不可轉換參加者。

參加者/家長簽名：_____

合計：\$ _____

收據編號：_____

收費日期：_____

職員簽名：_____

收表日期：_____

(此活動報名表保存期為三年)

收集個人資料聲明

根據個人資料(私隱)條例(下稱「條例」)，禮賢會彩雲綜合青少年服務中心(下稱「中心」)採用以下政策，以確保個人資料的處理合乎條例的要求。提供有關個人資料予中心前，請先細閱本文。

收集個人資料的目的

中心遵循合法及公平的手法收集個人資料，提供個人資料是自願性的，所提交的個人資料將會用於和中心的服務及活動相關的合法目的上。若你未能提供足夠個人資料，中心可能無法處理你的申請或向你提供服務。請確保你所提供之資料正確無誤及通知中心任何有關資料改動。

中心可能使用你的個人資料作日後通訊、籌款、活動或培訓課程的邀請或收集意見的用途。如有需要，你可要求中心停止使用你的個人資料作上述用途。

資料準確性

中心採取一切可行合理的步驟，確保所收集及保存的個人資料準確。

資料保存

中心維持及執行載有個人資料的文件及記錄的保存政策，以確保個人資料的保存時間不會超過達到其使用之目的所需的時間。

資料保安

中心採取適當的步驟保障所持有的個人資料免受喪失、未經准許的查閱、使用或披露。

獲悉資料人士的類別

獲悉個人資料的人士，限於中心在工作上有關的職員。此外，有關資料可能轉移予一些涉及評估你的服務申請事宜或提供服務給你的團體。

查閱及修正個人資料

除個人資料(私隱)條例規定的豁免外，你有權要求查閱及修正有關你的個人資料。如有任何查閱及修正，請親臨九龍彩雲邨彩鳳徑38號彩雲社區中心4樓與本中心職員聯絡(電話：2754 7840)。



Programme Application Form

Programme Code : A- (Must be completed)

Application for waiving programme fee :

If you are family membership, please fill in the same form.

Applicant

Membership No.

For non-member

Fee

For Official Use Only

Identity document
verification ☐

Identity document
verification ☐

Identity document
verification ☐

1) Name _____

2) Name _____

3) Name _____

Hong Kong
residents :

Sex :

Age : _____

\$

Hong Kong
residents :

Sex :

Age : _____

\$

Hong Kong
residents :

Sex :

Age : _____

\$

Applicants who need special care : _____ Remarks(E.g. health 、 food allergy) : _____

(For non-member) Tel : _____

Cheque payable name
(For cancelled programme use) :

- Applicant aged under 14 years old should be signed by parents.
- Applicant aged under 18 years old should be signed by parents when joining the outdoor activities.
- Personal data is for internal use only.
- I understand the "Personal Information Collection Statement" on the next page.
- Photo and video will be taken during the activity. If you disagree, please inform our staff as soon as possible.
- All the applicants cannot be changed.

Signature of applicant / parent : _____

Total fee : \$ _____

Receipt number : _____

Charge date : _____

Signature of Staff : _____

Form date : _____

(Programme Application Form will be kept for 3years)

Personal Information Collection Statement

In accordance with the Personal Data (Privacy) Ordinance ("Ordinance"), Choi Wan Rhenish Integrated Children and Youth Services Centre ("The Centre") has adopted the following policies to ensure compliance with the requirements of the Ordinance in handling personal information. Please read the following message carefully before providing personal data to the Centre.

Purpose of collection of personal data

The Centre collects personal data by lawful and fair means, and the provision of personal data to the Centre is on voluntary basis. The personal data collected will be used only for the legal purposes related to the services and activities provided by the Centre. However, if you provide insufficient personal data to the Centre, the Centre may not be able to process your application or provide service to you. Please ensure the information you provided is accurate and inform the Centre of any data amendments.

The Centre may use your personal data for the purposes of future communication, fundraising, invitations for activities or training programs, or feedback collection. If necessary, you may request the Centre to cease our using of your personal data for the purposes stated above.

Accuracy of personal data

The Centre will take all reasonably practicable steps to ensure that the personal data collected or retained are accurate.

Retention of personal data

The Centre maintains and executes retention policies of records containing personal data to ensure personal data is not kept longer than is necessary for the fulfilment of the purpose for which the data is or is to be used.

Security of personal data

The Centre will take all reasonably practicable steps to ensure that personal data are protected against loss, unauthorized access, use or disclosure.

Access of personal data

The personal data you provided are mainly for use within the Centre but the information may also be disclosed by the Centre to other organizations, and third parties for the purposes of services assessments and applications you needed.

Access to and correction of personal data

Apart from the exemptions provided under the Personal Data (Privacy) Ordinance, enquiries concerning the personal data provided, including the request for access and correction, should be addressed to: Duty Officer, 4/F, Choi Wan Estate Community Centre, 38 Choi Fung Path, Choi Wan Estate, KLN. (Tel. 2754 7840)