



Leisure and Cultural Services Department Water Sports Centres Package Training Course Booking Form

For Official Use only	
Receipt No.	
Cheque No.	
Application No.	

(Photocopy of this form is acceptable.)

Note:

1. Please read the notes overleaf carefully before completing this form.
2. The primary objective of our water sports centres is to provide leisure services for local residents.

Personal Data

1. The information and identity document numbers provided will only be used for enrolment, compilation of statistics, future correspondence, promotion of activities organised by the Department, and verification of identity when arranging refund in case of cancellation of activity. Apart from the staff duly authorised by the Department, no one will be given access to your personal information.
2. If you want to access or correct your data, you may contact the manager of this office.
3. The provision of your personal data (except the item 'Occupation') in this form is obligatory. If you do not provide the personal information required, the Department may not be able to process your application.

Please put a "✓" in the appropriate box below

Venue chosen for the training : Stanley Main Beach St. Stephen's Beach
 Tai Mei Tuk Wong Shek Chong Hing

Name of course : _____ Course date: _____

No. of participants : _____ Course fee : \$ _____ (please see *Remarks*)

Name of applicant (**applicant should be aged 18 or above**) : _____ Identity document no. : _____

Chinese Commercial Code :

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Name of organisation (if any) : _____

Sex : M F Date of birth : ____ D ____ M ____ Y #Occupation code : _____

Contact telephone no. : _____ (Day) _____ (Night) Mobile phone no. (if any) : _____

Particulars of participants :

Name	Sex	Age	#Occupation code	Name	Sex	Age	#Occupation code

#Occupation code : Student – 1 / Employed – 2 / Housewife – 3 / Retired – 4 / Others – 5

Declaration : (*Delete where appropriate)

I declare that *I and other participants can swim with clothes for at least 50 metres, *hold the required water sports qualification and do not suffer from any illness that render *me/us unfit for the activity. *Participants aged below 18 have obtained their parents'/guardians' consent or the consent of the person authorised by their parents/guardians to take part in this activity. The Leisure and Cultural Services Department shall not be liable for any injury or death due to *my/our negligence or inadequacy in health and fitness.

Signature of Applicant: _____ Date: _____

Please fill in either your fax number or address for the purpose of future correspondence. Leave the address blank if you give your fax number. If you submit the application form by mail, please provide a stamped self-addressed envelope for the Centre to send the relevant information to you.

Please fill in your correspondence address clearly	Name: _____ Fax Number: _____
	Address: _____

Booking Guide for Package Training Course

(I) Application Procedures:

- (1.1) **Advance Application** – Booking may be made 3 months in advance for all types of courses. (For instance, application form should reach the Centre before the first of April for hiring craft in July.) Allocation of places for the courses will be determined by balloting which will be held on the first working day of each month. The Centre will inform the applicants of the result of balloting before the 7th of the month. (Postal delivery may take longer time because of the remote location of the water sports centres.)
- (1.2) **Standby Application** – Remaining places after balloting will be open for booking by mail or in person from the day after balloting on a first-come-first-served basis. The applicants of standby booking should return the completed application forms together with proof of water sports proficiency of all participants (if required), cheque made payable to “The Government of the Hong Kong SAR” for course fees and stamped self-addressed envelopes to the Centre. If payment is made by cheque, applicants have to put down their names, titles of package training courses and date of courses on the back of the cheque. Photocopies of the submitted documents will be returned to the applicants upon completion of enrolment procedures. (Chong Hing will be closed on Thursdays, Tai Mei Tuk and Stanley Main Beach on Wednesdays, Wong Shek on Tuesdays and St. Stephen’s Beach on Tuesdays.)

(II) Courses Available and Entry Requirements

Apart from the courses listed below, tailor-made programmes for water sports enthusiasts with special course contents and duration are also available at participants’ request. Moreover, junior canoeing, sailing and windsurfing programmes are also provided for children aged 8 to 13. Interested people may contact individual water sports centre for details.

(1) Canoeing/Kayaking (a maximum of 8 persons per course)

Kayak Fun Day	1 day	Able to swim 50 metres with clothes
Kayak 1 Star Award Training Course		Able to swim 50 metres with clothes
Kayak 2 Star Award Training Course		Holder of Kayak 1 Star Award
Kayak 3 Star Award Training Course		Holder of Kayak 2 Star Award
Racing Kayak Elementary Training Course	2 days	Holder of Kayak 3 Star Award or Kayak Elementary Certificate
Kayak Sea Tour	1 day	
Kayak Proficiency Bronze Award Training Course		
Kayak Rolling Clinic		
Kayak Proficiency Silver Award Training Course	2 days	Holder of Kayak Proficiency Bronze Award
Kayak Proficiency Gold Award Training Course		Holder of Kayak Proficiency Silver Award
Kayak Advanced Certificate Training Course	3 days	Holder of Kayak Proficiency Gold Award or Kayak Proficiency Certificate
Elementary Canoe Lifeguard Training Course		3 days
Advanced Canoe Lifeguard Training Course		
Kayaking Advanced Sea Tour	1 day	Completed Kayak Advanced Certificate Training Course

(2) Dinghy Sailing (a maximum of 6 persons per course for courses marked with “#” & a maximum of 8 persons per course for other courses)

# Sailing Fun Day	1 day	Able to swim 50 metres with clothes
# Introduction to Sailing Training Course (Level 1)	2 days	
# Sailing Basic Skills Training Course (Level 2)	4 days	Holder of Hong Kong Sailing Federation (HKSF) Level 1 Introduction to Sailing Certificate or Successfully completed Introduction to Sailing Training Course
Sailing Race Clinic	2 days	Holder of Hong Kong Sailing Federation Sailing (HKSF) Level 2 Basic Skills Certificate with 30 logged sailing hours as a helmsman after attaining the Sailing Basic Skills Certificate (excluding training hours.)
Sailing Trip	1 day	
Laser / Laser XD Helmsman Training Course	2 days	Holder of Sailing Improving Techniques or Seamanship Certificate or Hong Kong Sailing Federation (HKSF) Level 3 Certificate
Sailing Improving Techniques Training Course (Level 3)	5 days	Holder of Hong Kong Sailing Federation (HKSF) Level 2 Basic Skills Certificate with at least 1 sailing season (9 months) experience and 80 logged sailing hours after attaining HKSF Level 2 Sailing Basic Skills Certificate (excluding training hours) or Holder of Sailing Basic Skills Certificate with 80 logged sailing hours after attaining the Sailing Basic Skills Certificate (excluding training hours)
420 Helmsman Training Course	4 days	Holder of Sailing Improving Techniques or Seamanship Certificate with 30 logged sailing hours as a helmsman after attaining the Sailing Improving Techniques or Seamanship Certificate (excluding training hours)
# Topaz Helmsman Training Course Laser 2000 Helmsman Training Course	2 days	
420 Tuning Clinic	1 day	Completed 420 Helmsman Training Course
Sailing Advanced Skills Training Course (Level 4)	5 days	Holder of Hong Kong Sailing Federation (HKSF) Level 3 Sailing Improving Techniques Certificate with at least 1 sailing season (9 months) experience and 80 logged sailing hours after attaining HKSF Level 3 Sailing Improving Techniques Certificate (excluding training hours) and holder of 420 Helmsman Certificate or Holder of S Sailing Improving Techniques Certificate or Seamanship Certificate with 80 logged sailing hours after Certificate (excluding training hours)
Laser 3000 Helmsman Training Course	4 days	Holder of the following: both Laser 2000 Helmsman Certificate with 18 logged sailing hours as a helmsman in Laser 2000 (excluding training hours) and either Sailing Racing Technique Certificate or Sailing Advanced Skills Certificate
# Introduction to Catamaran Training Course	2 days	Holder of Sailing Racing Technique Certificate or Sailing Advanced Skills Certificate
# Catamaran Helmsman Training Course	2 days	Completed Introduction to Catamaran Training Course
Sailing Trip (420/Laser/Laser 2000/ Laser 3000/ # Catamaran)	1 day	Holder of the relevant Helmsman Certificate with 18 logged sailing hours as a helmsman (excluding training course)

(3) Windsurfing (a maximum of 5 persons per course for courses marked with “#” & a maximum of 8 persons per course for other courses)

# Windsurfing Fun Day	1 day	Able to swim 50 metres with clothes
# Basic Windsurfing Training Course	2 days	
# Windsurfing Improver Clinic	2 days	Holder of Basic Windsurfing Award Certificate
Intermediate Windsurfing Training Course	2 days	Holder of Basic Windsurfing Award Certificate with 30 logged sailing hours (excluding training hours)
Intermediate Windsurfing Clinic	1 day	Holder of Intermediate Windsurfing Award Certificate
Windsurfing Racing Training Course	2 days	Holder of Intermediate Windsurfing Award Certificate with 30 logged sailing hours (excluding training hours)
Advanced Windsurfing Training Course		
Introduction to Shortboard Training Course	1 day	
Windsurfing Trip	1 day	
Windsurfing Racing Clinic	1 day	Holder of Windsurfing Racing Training Course Attendance Certificate
Shortboard Training Course	2 days	Holder of Funboard Certificate or Introduction to Shortboard Certificate with 30 logged sailing hours in funboard after acquiring Funboard Certificate or Introduction to Shortboard Certificate (excluding training hours)
Windsurfing Open Sea Award Training Course	2 days	Holder of Advanced Windsurfing Award Certificate

(III)(a) Course Fees (for Chong Hing, Tai Mei Tuk and The Jockey Club Wong Shek Water Sports Centres):

Fee is charged on the basis of per day per course. If the number of participants is less than the specified number, courses can still be conducted but course fees must be paid in full. If the number of participants exceeds the specified number, it should be multiple of the specified number of participants for each course.

Types of Activity	Fees (per day per course)		December to March
	April to November		
	Weekdays	**Holidays	
Canoeing / Kayaking	\$848	\$1,112	\$800
Dinghy Sailing	\$450	\$522	\$426
Windsurfing	\$755	\$950	\$730

**Holidays mean Saturdays, Sundays and public holidays.

(III)(b) Course fees (for Stanley Main Beach and St. Stephen’s Beach Water Sports Centres) :

Types of Activity	Fees (per day per course)		December to March
	April to November		
	Weekdays	**Holidays	
Canoeing / Kayaking	\$800	\$1,000	\$800
Dinghy Sailing	\$720	\$900	\$720
Windsurfing	\$800	\$1,000	\$800

**Holidays mean Saturdays, Sundays and public holidays.

(IV) Notes to Applicants

- All applicants must be able to swim with clothes for at least 50 metres.
- Applicants of Junior Windsurfing Course, Junior Kayaking Course and Junior Dinghy Sailing Courses should be aged between 8 and 13 while participants of other courses must reach 14.
- Applicants aged below 18 must seek consent from their parents/guardian or persons authorized by their parents/guardian and submit the Declaration to the centre staff for verification when attending the courses. The declaration form can be obtained at any water sports centres.
- Applicants must produce their personal identity documents on the date of the activity for verification by the centre staff. Participants paying at the concessionary rate have to make up the charge difference on site if they fail to meet the age requirement.
- Applicants should hold the relevant qualification when enrolling for the activities. They must produce their logbooks as well as the relevant and valid certificates at the time of payment and on the date of the activity for verification by the centre staff. If the participants fail to meet the requirement, they may be disqualified.
- Crafts can only be used under the supervision of instructors.
- Participants who are unable to meet the requirements as stipulated in notes 1 to 6 above will not be allowed to enrol in the courses and use the crafts.

(V) Others

- Applicants should wear suitable clothing for water sports such as swimming suits, swimming trunks, spectacle band, sun cap, light, permeable and fit long-sleeved clothes for attending the activity. When going afloat, applicants must bring a water-proof whistle and wear their own toe and heel-protected rubber shoes (slippers or sandals which provide no protection are not allowed) and the life jackets or buoyancy aids provided by the Centres.
- Activity hours of the training course: 9:00 a.m. – 5:00 p.m. (Except other arrangement)
- Each centre will be closed on a particular day and no service will be provided, but other centres are still open to the public. Chong Hing will be closed on Thursdays, Tai Mei Tuk and Stanley Main Beach on Wednesdays, Wong Shek on Tuesdays and St. Stephen’s Beach on Tuesdays.
- Transportation

Chong Hing	–	<ol style="list-style-type: none"> Scheduled shuttle buses are provided by the Centre at scheduled time and location to take participants to and from Sai Kung Tang Siu Kin Sports Ground and the Centre. Take public buses to Pak Tam Chung, Sai Kung and then walk along Man Yi Road for 75 minutes to reach the Centre. Hire a ‘kaito’ (ferry) at Sai Kung Pier.
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- Wong Shek – (a) Take bus no. 92 from Diamond Hill MTR Station to Sai Kung or bus no. 299 from Shatin New Town Plaza to Sai Kung, and then change bus route no. 94 at Sai Kung for Wong Shek Pier. (Buses depart every 30 minutes approximately.)
 (b) An additional bus route no. 96R from Diamond Hill MTR Station to Wong Shek Pier is available on Sundays and public holidays.
 (c) As this Centre is located in the vehicle-restricted area of Sai Kung Country Park, those who drive to Sai Kung are requested to park their vehicles at the Pak Tam Chung public parking area and take the above-mentioned bus to Wong Shek Pier.
- Stanley Main Beach – (a) Take bus route no. 14 – Sai Wan Ho to Stanley Fort. Alight at Stanley Market and then walk for 5 minutes to reach the Centre. (Buses depart every 30 minutes approximately.)
 (b) Take bus route no. 63/65 – North Point Pier to Stanley. Alight at Stanley Market and then walk for about 5 minutes to reach the Centre.
 (c) Take bus route no. 6/6X/260 – Exchange Square, Central to Stanley Prison. Alight at Stanley Market and then walk for about 5 minutes to reach the Centre.
 (d) Take bus route no. 73 – Cyberport to Stanley Prison. Alight at Stanley Market and then walk for 5 minutes to reach the Centre.
 (e) Take bus route no. 973 – Tsim Sha Tsui (East) to Stanley. Alight at Stanley Market and then walk for about 5 minutes to reach the Centre.
- St. Stephen's Beach – (a) Take bus no. 14 – Sai Wan Ho to Stanley Fort. Alight at Wong Ma Kok Path and then walk for 3 minutes to reach the Centre. (Buses depart every 30 minutes approximately.)
 (b) Take bus route no. 6A – Exchange Square, Central to Stanley Fort. Alight at Wong Ma Kok Path and then walk for 3 minutes to reach the Centre. (Buses depart every 30 minutes approximately.)
 (c) Take bus route no. 63/65 – North Point Pier to Stanley. Alight at Stanley Market and then walk for about 10 minutes to reach the Centre.
 (d) Take bus route no. 6/6X/260 – Exchange Square, Central to Stanley Prison. Alight at Stanley Market and then walk for about 10 minutes to reach the Centre.
- Tai Mei Tuk – Take bus no. 75K or 275R (available on Sundays and public holidays only) or green minibus no. 20C at Tai Po Railway Station and alight at Tai Mei Tuk Bus Terminus (the journey takes about 30 minutes) and then walk for about 5 minutes to reach the Centre.
- (5) Catering:
- Users should bring their own food and drinks.
 - Sea trip participants should bring their own water-proof bag or barrel for storage of food and equipment.
 - Soft drink vending machines are provided at the Centres. Please bring small changes for buying soft drinks.
- (6) Lockers:
- Chong Hing and Tai Mei Tuk Water Sports Centre : Use five-dollar coins
 - Stanley Main Beach Water Sports Centre : Collect locker key from the office
 - St. Stephen's Beach Water Sports Centre : Users have to bring padlock (30mm)
 - Wong Shek Water Sports Centre : Use ten-dollar coins
- (7) If there is any amendment to the above information, the final decision of the centres shall prevail.
- (8) The website of Water Sports Centres: <http://www.lcsd.gov.hk/watersport>
- (9) Telephone enquiries : 2792 6810(Chong Hing), 2813 9117(Stanley Main Beach),
 2813 5407 (St. Stephen's Beach), 2665 3591(Tai Mei Tuk), 2328 2311(Wong Shek)
- (10) Telephone enquiry hours: 9:00am – 5:00pm (except close day)
- (11) Fax Nos.: 2791 2473 (Chong Hing), 2813 0490 (Stanley Main Beach),
 2813 6449 (St. Stephen's Beach), 2660 7910 (Tai Mei Tuk), 2328 2172 (Wong Shek)
- (12) Shroff hours: 8:30am – 4:30pm (except close day)

Please cut out the appropriate address slip for correspondence.

Chong Hing Water Sports Centre Leisure and Cultural Services Department West Sea Cofferdam High Island Reservoir Sai Kung, Hong Kong	Stanley Main Beach Water Sports Centre Leisure and Cultural Services Department Stanley Link Road, Stanley, Hong Kong	St. Stephen's Beach Water Sports Centre Leisure and Cultural Services Department Wong Ma Kok Path Stanley, Hong Kong	Tai Mei Tuk Water Sports Centre Leisure and Cultural Services Department Main Dam Plover Cove Reservoir Tai Mei Tuk, Tai Po, Hong Kong	The Jockey Club Wong Shek Water Sports Centre Leisure and Cultural Services Department Wong Shek Pier Sai Kung, Hong Kong
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