

香港電影資料館
Hong Kong Film Archive
特別場團體訂票表格

Application for Special Film Show Group Tickets

甲部：由申請人填寫 Part A: To be completed by the applicant

團體名稱 Name of Organization: _____

地址 Address: _____

電話 Tel. No: _____ 傳真 Fax No: _____ 電郵 E-mail: _____

觀賞日期 Visit Date: _____ (星期一/星期三/星期四/星期五) (逢星期二休館)
(Monday/Wednesday/Thursday/Friday) (Closed on every Tuesday)

觀賞時間 Visit Time: 10:00 – 12:00 14:00 – 16:00 觀賞電影 Film Title: _____

總人數 (即所需票數) Total no. of audience (i.e., tickets required): _____ 應繳款項 (港幣 \$) Amount Payable (HK\$): _____

聯絡人 Contact Person

姓名 Name: _____

職位 Post: _____

簽名 Signature: _____

日期 Date: _____

(團體印鑑 Organization Chop)

申請須知 Notes of Application

- 團體訂票應於觀賞日期前一至三個月內申請。每次觀賞電影須購票最少 40 張，最多為 125 張。
Group bookings should be made 1 to 3 months before the date of visit. Minimum purchase per screening is 40 tickets; maximum is 125 tickets.
- 每張優惠票價為 10 元，適用於在香港註冊的學校，及為長者或殘障人士提供服務之非牟利團體。(需連同申請表遞交非牟利團體證明文件，如團體章程或組織章程大綱及章程細則，並需明文規定，若團體解散，其成員不得分享其利潤或資產。)
Concessionary ticket price is \$10 per person and is applicable to registered schools and non-profit organizations which provide services for senior or people with disabilities. (Constitution or Memorandum and Articles of Association of the organization, which indicates that members do not take any share of the profits nor any share of the assets upon dissolution, should be submitted together with this application form.)
- 團體須在觀賞日期最少一個月或之前確定參加人數及付款。本館不另行發出付款通知。
Groups must confirm the number of participants and settle payment at least 1 month prior to the date of visit. The Archive will not issue another payment notification.
- 繳費方法：可親臨本館繳付現金，或以支票付款。如以支票付款，支票抬頭請寫明「香港特別行政區政府」及寄往香港西灣河鯉景道 50 號香港電影資料館。
Payment method: Applicants may settle payment by cash at the Archive, or by cheque. If payment is by cheque, please made it payable to "The Government of the Hong Kong Special Administrative Region" and mail it to Hong Kong Film Archive, 50 Lei King Road, Sai Wan Ho, Hong Kong.
- 電影院內禁止攝影、錄影、吸煙或飲食。
Photography, filming, smoking, eating or drinking is not allowed in the Cinema.

乙部：由本館填寫 Part B: To be completed by the Archive

致申請人 To Applicant:

香港電影資料館 批准* (見詳情如下) / 不批准上述特別場訂票申請

The Hong Kong Film Archive approves* (please see details below) / does not approve the above-mentioned application for Special Film Show Group Tickets

申請詳情 Details of application:

觀賞日期 Date of Visit	時間 Time	電影名稱 Film Title	參加人數 (即票數) No. of Audience (i.e., tickets required)	須繳款項 Amount Payable

批簽人 Approved by: _____

日期 Date: _____

*批准只於全部款項繳妥後落實。Approval is only confirmed after settlement of all charges.

有關《個人資料(私隱)條例》

收集資料的目的

- (1) 康樂及文化事務署將使用本表格上的個人資料作下列用途：
 - (a) 辦理香港電影資料館特別場團體訂票申請事宜；
 - (b) 在一般情況下或發生緊急事故時聯絡申請人；
 - (c) 作統計及研究用途，但所得的統計數字或研究結果不會以識辨各有關資料當事人或其中任何人的身份形式提供；以及
 - (d) 作法例規定、授權或准許的其他合法用途。
- (2) 本表格上的個人資料均由申請人自願提供。不過，假如申請人提供的資料不足，有關申請/要求可能會因而延遲審批，不獲接納或不予受理。

資料傳交

- (3) 為作上文第1段所述的用途，你在本表格上所提供的個人資料，或會向政府決策局和部門，以及其他機構透露。

查閱個人資料

- (4) 根據《個人資料(私隱)條例》第18條、第22條及附表1第6原則，申請人有權要求查閱或改正本表格上的個人資料。

查詢

- (5) 如欲查詢本表格上的個人資料，包括要求查閱和更改資料，可以致電(852) 2119 7385 或傳真(852) 2311 5229，向助理文書主任(香港電影資料館)公共關係聯絡。

Notices Regarding the Personal Data (Privacy) Ordinance

Purpose of Collection

- (1) The personal data provided by means of this application will be used by the Leisure and Cultural Services Department for the following purposes：
 - (a) Processing of group tickets application for the Hong Kong Film Archive special film show;
 - (b) Communication in the normal course and in case of emergencies;
 - (c) For statistics and research purposes on the condition that the resulting statistics or results of the research will not be made available in a form which will identify the data subjects or any of them; and
 - (d) Any other legitimate purposes as may be required, authorised or permitted by law.
- (2) The provision of personal data by means of this application is voluntary. However, if insufficient information is provided, the application / request may be delayed or not be considered or processed.

Classes of Transferees

- (3) The personal data you provide by means of this application may be disclosed to Government bureaux, departments and other organisations for the purposes mentioned in paragraph 1 above.

Access to Personal Data

- (4) You have a right to request access to or the correction of your personal data as stated in this application in accordance with Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance.

Enquiries

- (5) Enquiries concerning the personal data collected by means of this application, including the request for access and correction, should be addressed to Assistant Clerical Officer (Hong Kong Film Archive) Public Relation at (852) 2119 7385 (Tel) or (852) 2311 5229 (Fax).