

上環文娛中心免費郵寄／電子郵寄每月節目表服務

Free Mailing /Emailing Service of Monthly Event Calendar of Sheung Wan Civic Centre

請在適當位置加「√」。 Please put a "√" as appropriate.

- 申請免費郵寄每月節目表服務
Apply for free mailing service of monthly event calendar
- 申請免費電子郵寄每月節目表服務
Apply for free emailing service of monthly event calendar
- 更新個人資料/郵遞地址/電郵地址
Update personal particulars/postal address/email address
- 取消免費郵寄每月節目表服務
Cancel free mailing service of monthly event calendar
- 取消免費電子郵寄每月節目表服務
Cancel free emailing service of monthly event calendar

} 任擇其一 Either one

請填妥下列表格寄回香港皇后大道中 345 號上環市政大廈 5 樓上環文娛中心或傳真至 2851 1075。
(查詢電話：2853 0729)

Please complete the form below and send to **Sheung Wan Civic Centre, 5/F, Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong** or fax to 2851 1075. (Enquiries: 2853 0729)

* 先生/太太/女士/小姐	Mr./Mrs./Ms./Miss	Ref. No. :	<i>(For office use only)</i>
姓名 :			
Name	英文 English (姓氏在前 Surname first)		
	中文 Chinese		
地址 :			
Address			
地區 :		香港 / 九龍 / 新界	
District		HK / KLN / NT	
聯絡電話:			
Contact Telephone No.			

*請刪去不適用者 Please delete as appropriate

個人資料(私隱)收集聲明

1. 你所提供的資料將會用作分發本中心的每月節目表或其他市場推廣的用途。
2. 康樂及文化事務署可能會將部份資料給予其他政府部門以作市場推廣用途。
3. 除個人資料(私隱)條例所訂明的豁免外，根據同一條例第 18 及 22 條及附表 1 第 6 項原則，你有權要求查閱及更改本表格內所載的個人資料。
4. 如欲查閱或更改個人資料，請致函副經理(港島西)市場推廣及地區活動，其地址及電話號碼載於本表格上。

Notification of Personal Data Collection

1. The information provided by you will be used for sending the monthly event calendar of Sheung Wan Civic Centre and for other marketing purposes.
2. The Leisure and Cultural Services Department may disclose some of your information to other government departments for marketing purposes.
3. Subject to exemptions under the Personal Data (Privacy) Ordinance, and in accordance with Section 18 and 22 and Principle 6 of Schedule 1 to the Ordinance, you have a right of access and correction of the personal data provided in this form.
4. Request for personal data access and correction should be addressed to Assistant Manager (Hong Kong West) Marketing, Programme and District Activities, whose address and telephone number was indicated above.