

**Booking of Leisure Venues of
Leisure and Cultural Services Department for Holding Wedding Ceremonies**

1. Name of the venue: _____
2. Location of the wedding ceremony: _____
3. Date and time of use: _____ (Day) _____ (Month) _____ (Year)
from _____ am/pm to _____ am/pm #
4. *Names of the wedding couples (should be identical to those shown on the Hong Kong Identity Card)
Name: 1. _____
2. _____
5. Estimated number of guests: _____
6. Other relevant information (use a separate sheet if necessary)

Signature of the Applicant: _____

Name of the Applicant: _____

Address: _____

Contact Telephone Number: _____

Fax Number: _____

Date: _____

Points to Note

* If the wedding couple(s) is/are non-Hong Kong resident, the name(s) of the wedding couple(s) should be identical to those shown on travel document

The information provided by the applicant will only be used for processing the booking of leisure venues for holding wedding ceremonies. Only persons authorised by this Department will have access to such information for the aforesaid purposes. The information this Department collected about the applicant will not be disclosed by this Department to any other party without the applicant's prior consent. For correction of or access to the personal data provided in this form, please contact the venue applied for/the respective District Leisure Services Office (<https://www.lcsd.gov.hk/en/wedding/doc/annex2.pdf>). If an applicant fails to provide the required personal information, this Department will not be able to process the application.

#Please delete as appropriate