



澳門科技大學

Macau University of Science and Technology

網球場借用申請表 Application for Using the Tennis Court

姓名: _____ 聯絡電話: _____ 電郵: _____
Name: _____ Tel: _____ E-mail: _____

員工 員工證編號: _____ 所屬學院/部門: _____
Staff: Staff card no.: _____ Faculty / Dept.: _____

學生 學生證編號: _____
Student: Student ID No.: _____

校外團體或訪客 名稱: _____
Visitors /External Organisations: Name: _____

1號場 Court 1 2號場 Court 2
日期: _____年 _____月 _____日, 時間: _____至 _____ 燈光 日期: _____年 _____月 _____日, 時間: _____至 _____ 燈光
Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light

Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light

合共使用 _____ 小時, 費用(澳門幣): _____
Totally _____ hours, Fees (MOP) _____

本人同意並遵守「澳門科技大學網球場借用守則及須知」。

I agree and will abide by the "Regulations of Using Tennis Court".

申請人簽名: _____ 申請日期: _____
Signature of Applicant: _____ Application Date: _____

經辦人: _____ 日期: _____
Processed by: _____ Date: _____

備註: 請用正楷字體填寫表格, 填妥後請交至總務處服務櫃台

Remarks: Please fill in the form in BLOCK LETTERS. The completed form should be submitted to the Service Counter of General Affaris Office.

網球場借用申請繳費回執 Receipt of the Application for Using the Tennis Court

姓名: _____ 聯絡電話: _____ 電郵: _____
Name: _____ Tel: _____ E-mail: _____

員工 員工證編號: _____ 所屬學院/部門: _____
Staff: Staff card no.: _____ Faculty / Dept.: _____

學生 學生證編號: _____
Student: Student ID No.: _____

校外團體或訪客 名稱: _____
Visitors /External Organisations: Name: _____

1號場 Court 1 2號場 Court 2
日期: _____年 _____月 _____日, 時間: _____至 _____ 燈光 日期: _____年 _____月 _____日, 時間: _____至 _____ 燈光
Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light

Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light Date: _____(Y)_____(M)_____(D), Time: _____to _____ Light

經辦人: _____ 日期: _____
Processed by: _____ Date: _____

備註: 1) 請用正楷字體填寫表格, 填妥後請交至總務處服務櫃台

Remarks: Please fill in the form in BLOCK LETTERS. The completed form should be submitted to the Service Counter of General Affaris Office.

2) 本回執供G座保安員核對及存檔。

This receipt should be shown to the Security Guards in Block G for verification and record.

「澳門科技大學網球場借用守則及須知」節錄
Extract of "Regulations of Using Tennis Court"

- 1) 使用者應了解自己的身體健康狀況後才進行適當的體育運動，在活動期間所發生的一切事故均由本人自行負責。
Be fully aware of personal health conditions before taking part in sports activities. Users are accountable for any consequences of any incidents that may arise from participating in the game.
- 2) 場內物品如有損毀或遺失，使用者必須負責並按價賠償；如拒絕賠償，則學生賠償款項於
Users must take full responsibility for any loss or damage caused to any items in the Court and pay compensation accordingly. If the user is a student and refuses to pay, the amount will be deducted from his/her caution fee; if the user is a staff, the Personnel Office will be contacted to help to attend to the compensation.
- 3) 如預訂時間未能使用，預訂費用恕不退還（惡劣天氣影響除外，可以換時間形式處理）。
Fees paid are non-refundable. Time slots reserved are not changeable except natural causes like severe weather.
- 4) 申請者本人必須在場地使用前5分鐘帶同學生證或職員證、繳費回執親臨G座地下保安室核對租場資料。
Please arrive 5 minutes earlier and visit the security guards in Block G, presenting the Receipt Slip and Staff ID/Student Card for verification.
- 5) 不能在場內吸煙、進食(飲用水除外)。
No smoking or eating (except drinking water) in the Court.
- 6) 不能攜帶寵物及玻璃樽飲料等物品進入球場。
No pets and glass-bottled drinks in the Court.
- 7) 自行保管隨身攜帶的個人物品，大學不負責任何被盜竊或遺失的責任。
Take good care of personal belongings. The University holds no responsibility for theft or loss.
- 8) 大學保留最終解釋及修改本須知的權利。
The University reserves the right of final interpretation and revision of the Regulations.