



J座室內體育館租借場地申請表 (借用羽毛球場適用)
Application for Rental of Block J Sports Field (For Badminton Courts use only)

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

職員 - 職員證編號: _____ 所屬學院/部門: _____
Staff - Staff ID No.: _____ Faculty / Dept.: _____

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

租借日期 Preferred Booking Period:

日期 Date	時間 Time	日期 Date	時間 Time
(年YY/月MM/日DD)	(從 From) (至 To)	(年YY/月MM/日DD)	(從 From) (至 To)
1) _____	_____ 至 _____ To _____	3) _____	_____ 至 _____ To _____
2) _____	_____ 至 _____ To _____	4) _____	_____ 至 _____ To _____
合共使用 Total: _____	小時 Hour(s)	合共費用 Total Charges: _____	(澳門幣MOP)

本人同意並遵守「澳門科技大學J座室內體育館使用守則」。
I hereby sign below to agree abiding by the terms and conditions of "Regulations Governing the Use of Block J Gymnasium".

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

經辦人: _____ 日期: _____
Processed By: _____ Date Processed: _____

備註: Remarks 請用正楷字填寫表格, 填妥後請交校務部服務櫃檯F114室
Please fill in the form in block letters. The completed form should be submitted to the service counter of the Administrative Division at Room F114, Block F.

繳費回執 RECEIPT

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

職員 - 職員證編號: _____ 所屬學院/部門: _____
Staff - Staff ID No.: _____ Faculty / Dept.: _____

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

確認租借時間 Confirmed Booking Period:

日期 Date	時間 Time	日期 Date	時間 Time
(年YY/月MM/日DD)	(從 From) (至 To)	(年YY/月MM/日DD)	(從 From) (至 To)
1) _____	_____ 至 _____ To _____	3) _____	_____ 至 _____ To _____
2) _____	_____ 至 _____ To _____	4) _____	_____ 至 _____ To _____

備註: Remarks
1) 請用正楷字填寫表格, 填妥後請交校務部服務櫃檯F114室
Please fill in the form in block letters. The completed form should be submitted to the service counter of the Administrative Division at Room F114, Block F.
2) 本回執供J座保安員核對及存檔。
Please give this RECEIPT to the Security Guards in Block J Sports Field for verification and record.

「澳門科技大學J座室內體育館使用守則及須知」節錄
Excerpt of “Regulations Governing the Use of Block J Sports Field”

- 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 學生保證金內扣除，教職員
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（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 rain or typhoon.
- 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J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 / Block J sport fields, 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.