

賽馬會研究生宿舍(二座及三座)網球場用場指南

一. 開放時間：

全年開放：上午9:00至下午9:00（農曆年初一、二及三除外）

二. 服務時段：

網球場於下列開放時間不設管理員服務：

1. 全年的法定勞工假期
2. 上課期間（9月1日至5月31日）逢星期日上午9:00至下午1:00
3. 暑假期間（6月1日至8月31日）由下午7:00至晚上10:00

使用者於沒有管理員服務期間須顧及自身安全及承擔一切風險。

三. 訂場方式：

1. 網上訂場 <http://www.peu.cuhk.edu.hk>

四. 訂場辦法：

1. 訂場人士資格：只限敬文書院和研究生宿舍的學生及教職員訂場。
2. 每人每週訂場不得超過兩節（每節壹小時），每日只限一節。
3. 訂場後如不能到場，須於廿四小時前通知賽馬會研究生宿舍三座詢問處。曾有三次缺席紀錄者，本部將暫停其使用權三個月。
4. 使用者可以使用中大通進入場地。網上訂場者須自行帶備訂場證明（印制訂場紙或下載訂場證明）及中大通以供查閱，並請到賽馬會研究生宿舍3座辦事處付款。

五. 場地守則：

1. 合資格使用場地人士為全日制本科學生及研究生、全職教職員。唯敬文書院和研究生宿舍之學生及教職員有權預訂場地，已訂場者有權優先使用場地。
2. 為免場地被外界人士濫用，已訂場人士必須到場使用設施。
3. 任何人仕，未經研究生宿舍辦事處許可，不得收費教授網球。
4. 如遇天雨或場地濕滑，為免發生意外，網球場將暫停開放。
5. 必須穿著運動服裝及平底不脫色運動鞋。
6. 場內不准進食。
7. 不准在場內作其他體育活動。
8. 場務員有權核對使用者之證件及訂場證明（如適用）。
9. 訂場人士如遲到超過15分鐘，將被視為放棄使用該預訂時段，唯仍須繳交所須費用，所有已繳的費用亦不會發還。
10. 為對使用者公平，沒有訂場的合資格用場人仕有權使用空置網球場及免費使用夜場，唯輪候的合資格人仕向場中之使用者示意後，場中使用者必須於接下來的正點時間讓出場地。
11. 使用者請勿將貴重物品，及個人財物放運動場內，如有遺失，本部概不負責。
12. 如遇有行為不檢或用場不當者，研宿有權取消其用場資格。

六. 收費：

	使用人仕	平日	
		日場(上午9:00-下午7:00)	夜場(下午7:00-下午9:00)
1	敬文書院及研究生宿舍學生	免費	\$30 (每小時)
2	敬文書院及研究生宿舍職員及家屬	免費	\$40 (每小時)
3	非中大人仕(在上述1-2項人仕陪同下)	每位加收\$25 (嘉賓票)(每小時/每節)	每位加收\$25 (嘉賓票)(每小時/每節)

	使用人仕	星期日及公眾假期日	
		日場(上午9:00-下午7:00)	夜場(下午7:00-下午9:00)
1	敬文書院及研究生宿舍學生	\$15 (每小時)	\$30 (每小時)
2	敬文書院及研究生宿舍職員及家屬	\$30 (每小時)	\$40 (每小時)
3	非中大人仕(在上述1-2項人仕陪同下)	每位加收\$25 (嘉賓票)(每小時/每節)	每位加收\$25 (嘉賓票)(每小時/每節)

註：本規則如有未盡善之處，研究生宿舍辦事處得以隨時修訂。

研究生宿舍辦事處
2021年12月修訂

User Guidelines for Tennis Courts of Jockey Club Postgraduate Hall 2&3

1. Opening Hours :

All year round from 9:00 a.m. - 9:00 p.m. (close on 1st, 2nd and 3rd day of Chinese New Year holiday)

2. Management service:

No management service provide on the periods below. User should take their own risk when there is no management service.

1. Statutory Holidays
2. Term period (1st Sept to 31st May) Sunday, 9:00am-1:00pm
3. Summer term (1st June to 31st August) 7:00pm-10:00 pm

3. Booking Method :

1. Online Booking <http://www.peu.cuhk.edu.hk>

4. Booking Procedures :

1. Students and staff of CW Chu College and Postgraduate Halls are entitled to book the courts.
2. Each person can book a maximum of two sessions on different days within the same week (1 hour per session).
3. User shall inform the Counter of Jockey Club Postgraduate Hall 3 at least 24 hours in advance whenever one is busy to come. In case of absence for three times without notice in advance, one's booking right will be suspended for three months.
4. Users can access the venue by using personal CU-Link card. Users are recommended to bring along their booking records (print or download) and CU-Link card for checking purpose and make payment at the Counter of Jockey Club Postgraduate Hall 3.

5. Regulations :

1. Eligible users are the full-time undergraduate and postgraduate students, staff. Only students and staff of CW Chu College and Postgraduate Halls are granted to make booking. Venue using priority is reserved for the person who make booking.
2. Person booking the court must turn up in order to avoid violation of the rights of eligible users.
3. Any fee-charging training course and private coaching are strictly prohibited in the tennis courts except with prior approval.
4. In case of adverse weather or slippery floor, the tennis courts will be closed for safety.
5. Sports wear and non-marking sole sports shoes should be worn.
6. No eating is allowed inside the tennis courts.
7. The courts are exclusively used for playing tennis.
8. Sports attendant may request the users to show a proof of identity when necessary.
9. Users would lose their using right if they are late more than 15 minutes. Booking fee is required if they reserve the Charged session.
10. Eligible users are allowed to use the idle courts. Users have to give up the courts at the "zero" minutes time when eligible users show their waiting.
11. Users please DON'T place any valuable personal belongings inside the tennis court. PGH General Office will not be responsible for any lost items.
12. PGH General Office reserves the right to cancel the usage of any user in case of any misuse of the tennis court or improper behavior.

6. Fees (per session) :

	User	Regular Days	
		Day Time (9:00a.m-7:00p.m)	Night Time (7:00p.m-9:00p.m)
1.	CWC and PGH Resident	Free of charge	\$30 (per hour)
2.	Spouse and children of CWC & PGH staff	Free of charge	\$40 (per hour)
3.	Guest Ticket (Accompanied by 1 or 2 above)	\$25/head on top of 1 or 2 (per hour/per session)	\$25/head on top of 1 or 2 (per hour/per session)

	User	Sundays and Public Holidays	
		Day Time (9:00a.m-7:00p.m)	Night Time (7:00p.m-9:00p.m)
1.	CWC and PGH Resident	\$15 (per hour)	\$30 (per hour)
2.	Spouse and children of CWC & PGH staff	\$30 (per hour)	\$40 (per hour)
3.	Guest Ticket (Accompanied by 1 or 2 above)	\$25/head on top of 1 or 2 (per hour/per session)	\$25/head on top of 1 or 2 (per hour/per session)

NB. Postgraduate Halls General Office reserves the rights to amend the above regulations without prior notice.

**Postgraduate Halls General Office
December 2021 (Revised)**