



Guided Tour Application Form

Please put a "✓" on the box provided as appropriate.

I. Details of tour							
Yuen Long Bypass Floodway							
Mondays to Saturdays (except public holiday)							
Date of tour :		Year		Month		Day	
Time of tour # :				<input type="checkbox"/> 10:00 - 10:45			
				<input type="checkbox"/> 14:00 - 14:45			
No. of visitors:	(10 to 45 persons per session)						
Grade (for Student only)/ Age:#	<input type="checkbox"/> Kindergarten Student (K.)	<input type="checkbox"/> Primary Student (P.)	<input type="checkbox"/> Secondary Student (F.)	<input type="checkbox"/> Others (Please specify)			

II. Information of Applicant							
Name of Organization/ School :							
Name of Applicant :		Post :		Gender#:	<input type="checkbox"/> Male <input type="checkbox"/> Female		
Age of Applicant :	<input checked="" type="checkbox"/> 18 or above	Tel. No.:	<input type="checkbox"/> SMS	Fax No.:			
Email Address:			Mailing Address:				

III. On-day contact person				
Name of Officer-in-charge:			Mobile No.:	

IV. Submit the Application			
Please send the completed form to San Tin Village Stormwater Pumping Station, San Tin Tsuen Road, San Tin, N.T. or by Fax: 2314 2661 or by E-mail santinfpic@greenpower.org.hk			
<p>a. Confirmation of application will be based on first-come, first-served basis.</p> <p>b. Confirmation letter will be sent by email, application will only be confirmed if confirmation letter is received.</p> <p>c. Guided tour will be conducted in Cantonese. Special request for other languages should be made by phone at the time of application.</p> <p>d. For any special arrangement of tour, please contact our staff at 9746 1725.</p> <p>e. “Personal Data Collection Statement”: The personal data provided by means of this form will only be used for processing the application of guided tour, and distributing Drainage Services Department information.</p>			

V. Personal Data Collection Statement			
1. <u>Purpose of Collection</u> The personal data provided by means of this form will only be used for processing the application of visiting sewage treatment and flood prevention facilities, and distributing Drainage Services Department information.			
2. <u>Classes of Transferees</u> The personal data you provide by means of this form may be disclosed to other government bureaux and departments and other organisations for the purposes mentioned in paragraph 1 above.			
3. <u>Access to Personal Data</u> You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in this form subject to payment of a fee.			
4. <u>Enquiries</u> For enquiries concerning the personal data collected by means of this form, including the making of access and corrections, please contact Drainage Services Department Community Relations Officer (Tel: 2594 7140/ Address: Public Relations Unit, Drainage Services Department 43/F, Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong).			
<input type="checkbox"/> I have read and agree the Notes on Personal Data Collection Statement and I also declare that all information on this form is correct.			
_____ (Signature of applicant)		_____ (Name of applicant)	
_____ (School/ Organization Chop as appropriate)		_____ (Application date)	