



Hong Kong Heritage Museum
Application Form for Education and Extension Programmes

Name*: Sex*: Male Female

Age*: 2-3 4-8 9-12 13-17 18-59 ≥60

MuseKids no.: (if applicable)

Address*: (line 1)
 (line 2)
 (line 3)

Telephone no.* (Please provide at least one contact number):

(mobile) (home) (office)

Email: Fax:

Name of School/Organisation:

(For school programme or Social Harmony Project only)

Grade/Class: (For school programme only)

Total no. of Participants: (For family, school programme or Social Harmony Project only)

Name of Programme*:

Date of Programme: (1st choice)* Time of Programme*:
 (2nd choice, if applicable)

Programme Group: (if applicable)

Eligibility for Concessions: Full-time students Senior citizens aged 60 or above
 (if applicable) People with disabilities Museum Pass holders
 Docents of Hong Kong Heritage Museum

Details of Parent/ Guardian/ Representative of School or Organisation:

(For applicants under the age of 18, schools or organisations only)

Name: Telephone no.:

Signature:

Chop of School/Organisation (if applicable)

Signature of Applicant*:

Date*:

* I hereby certify that all the information provided is correct and complete.

(Please ✓ as appropriate)

(*Field required)

Notes on applications

1. Unless otherwise specified, all applications should reach Hong Kong Heritage Museum by email to hkhmee@lcsd.gov.hk, by post (1 Man Lam Road, Sha Tin), by fax to 2180 8222 or in person before the application deadline. Please mark the envelope “Application for Education and Extension Programmes”. **For programmes where a fee is charged, it is not necessary to submit cheque during the application period.** Only one application form per person and per programme will be accepted. Please refer to note 3 below for concessionary rates.
2. While the provision of personal data is voluntary, the Museum staff may not be able to process the application due to insufficient information provided. Personal data given by the applicants in this form shall be used for processing the application in accordance with Section 18, 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance (Cap.486 HK Laws). Request for access and/or correction of personal data stated in this form should be made to EO(Heritage Museum) at 2180 8210.
3. Full-time students, the disabled and senior citizens aged 60 or above can enjoy a concessionary rate of half price. Museum Pass holders and docents of Hong Kong Heritage Museum are also entitled to a 10% discount. Please submit a photocopy of the relevant document after the application is confirmed.

Applicant	Photocopy of the relevant document proof
Full-time students	Valid student I.D. card
People with disabilities	Document showing the receipt of Disability Allowance from the Social Welfare Department; or document from registered rehabilitation service agencies; or Central Registry for Rehabilitation Card for People with Disabilities
Senior citizens aged 60 or above	Identification document of their age (I.D. card or others)
Museum Pass holders	Museum Pass
Docents of Hong Kong Heritage Museum	Docent card

4. Disabled applicants are welcome to call us at 2180 8260 for information on safety measures at the museum before submitting their application.
5. Unless otherwise specified, all application forms received before 6p.m. on the application closing date will be processed in one lot. If the number of applications received exceeds the maximum capacity for the programme, a draw will be conducted in the Education Studio of Hong Kong Heritage Museum to select the participants (please note the application deadline and the date and time of the draw for each individual programme). Registration for any remaining vacancies will be conducted on a first-come-first-served basis up to four days before the relevant programme commences. The museum reserves the right to cancel any programme if there are insufficient applicants.
6. Enrolment fees received from successful applicants are not refundable.
7. Successful applicants will be notified of all arrangements before the activity commences. The museum reserves the right of approval for all applications.