

Yuen Long District Sports Association Limited (YLDSAL)

Facilities Filming Application Form

(Enclosure one) Ref.F19028

A. Details of the Filming :

* COMPLETE ITEMS

* Name of the Proposed Film : _____

* Filming Date and Time : _____

* Facilities Apply : _____

* Size of Film Crew : _____

* Details of the film equipment : _____

* Require Cargo Lift : ☐ Yes ☐ No

* Purpose of Filming : ☐ Film ☐ TV ☐ Internet Programme ☐ Advertising ☐ Promotional

☐ Archival ☐ Public Affairs ☐ Documentary ☐ Educational

☐ Others : _____

Particular (Please Explain) : _____

Name of person in charge on scene : Name: _____ Contact No. : _____

Name: _____ Contact No. : _____

B. Filming Schedule :

* COMPLETE ITEMS

* Arrival time : _____

Setting up time : _____

Shooting time : _____

Packing time : _____

* Departure time : _____

C. Film content :

* COMPLETE ITEMS

* Brief Description of the Equipment & Setting up :

List of Director, Actors : _____

Broadcasting Date and Time : _____

Broadcasting Channel and Website : _____

D. Undertaking :

If approval is given to this filming application, I, being the Company's authorized person, hereby declare that I agree to strictly abide by the general house rules of the facility to be hired as well as any rules and conditions as specified by YLDSAL

Signature : _____

Name : _____

Organization

Company Chop : _____

Date : _____

Notes

1. The Organization should submit the “Facilities Filming Application Form” and “Facilities Hiring Application Form” at least 7 working days prior to the actual date of filming , If applicant fails to discrepant the requirement ,YLDSAL have the right to reject any applicant as well.
2. The application for the rental of the venue is subject to the rules and terms. Should any dispute arise, the decision of YLDSAL shall be final.

Information Collection Statement

The information collected in this form is intended to be used in connection with the application for the venue/facilities of YLDSAL. To correct or review the personal information provided on this form. Please contact office (Tel. 2474-1221).

Filled in by YLDSAL

Date of receiving application: _____ Remark : _____

Approved by : (1) _____ (2) _____ Followed up by : _____