

Submission of this form confirms the acceptance of the following conditions :

1. Application is subject to confirmation via return call, email or fax. Incomplete information may lead to unsuccessful application.

2. **Payment : Fees will be charged once an application is confirmed.**

Regular group classes	You will be charged on a monthly basis, based on the total number of sessions held in each month.
Special group courses	You will be charged for the whole course.
Private lessons	You will be charged according to the session(s) you enrolled.

3. **Sick Leave**

For all lessons	<ul style="list-style-type: none"> Fees may be waived with notification made to concerned outlets prior to the lesson (directly to swimming coach for private swimming lessons) together with subsequent presentation of medical certificate within 48 hours at a <u>maximum of once a month</u>. Accepted medical certificate will be confirmed via return call, email or fax.
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4. **Weather Conditions : Please note the class arrangements in the following conditions and no charge will be applied to all Club cancelled classes.**

Type of Lessons	Venue	Raining	Amber Rainstorm Warning Signal	Red Rainstorm Warning Signal	Typhoon Signal No.3	Black Rainstorm Warning Signal	Typhoon Signal No.8 or above
Tennis	Rooftop & North Shore Tennis Court	X Lessons are cancelled	Coach reserves the right to cancel the lesson according to on-site situation.	X Lessons are cancelled	Coach reserves the right to cancel the lesson according to on-site situation	X Lessons are cancelled	X Lessons are cancelled
	8/F Mini Football Centre	√ Lessons as per normal				Lessons will resume normal 2 hours after the signal is lowered.	Lessons will resume normal 2 hours after the signal is lowered.
Swimming & Water Aerobics	3/F Pool (when bubble is on)	√ Lessons as per normal				Lessons will continue if the black rainstorm warning signal is ON after the lessons have started.	
	G/F Tropical Pool & 3/F Pool (when bubble is down)	√ Lessons as per normal	X Lessons are cancelled		Lessons will resume normal 1 hour after the signal is lowered		
All other lessons	Various indoor	√ Lessons as per normal					

All activities : If typhoon signal no. 8 is lowered after 4pm, all lessons will remain cancelled for the rest of the day.

Members may use their own discretion to decide whether to attend the resumed lessons. However, there will be no refund for lesson missed.

5. **Cancellation**

Regular group classes	<ul style="list-style-type: none"> Children Classes: One calendar month advance written notice to concerned outlets is required, or payment in lieu. Adult Classes: 14 days advance written notice to concerned outlets is required, or payment in lieu. Accepted written notice will be confirmed via return call, email or fax.
Special group courses	<ul style="list-style-type: none"> No cancellation will be accepted once the application is confirmed.
All private lessons	<ul style="list-style-type: none"> 24 hours advance notice for any cancellation or time change to concerned outlets (directly to swimming coach for swimming lessons) is required. Members are permitted one cancellation per month only. Lesson will not be postponed unless a notice of time change is confirmed.

*Application for Lesson Withdrawal / Cancellation form is available at 5/F Health Club, 9/F Chill Zone, 9/F Ice Rink, Rooftop Tennis Court and Activities Office.

6. No refund or make up lesson for classes missed.

7. No lesson will be held on public holidays, except personal training lessons.

8. Priority will be given to members.

9. The Club reserves the right to make alterations to the classes and policies without prior notice. The Club also reserves the right to cancel a class if there is insufficient number of enrolment. Participants are advised to check the updated policies post at the 5/F Health Club.

10. Applicants must abide by the Club Rules and Bye-Laws. The Club cannot be held responsible for any injuries or misadventures during classes.

遞交此申請表代表申請人確認接受以下各項條款：

1. 所有申請必須經本會以電話、電郵或傳真確認。填報申請表資料不足可能會影響申請。

2. 收費：申請一經接納，本會將即時收取費用。

定期團體班	依據每月開辦之課堂節數按月收取費用。
特別團體課程	須繳全期費用。
私人課堂	將依據申請人申請的課堂節數收取費用。

3. 病假

所有課堂	若因患病而未能出席課堂者，請預先通知有關部門，取消私人游泳課堂需直接通知游泳教練，並隨後在四十八小時內遞交有效醫生證明，否則本會將如常收取該課堂費用，而是項安排只限每月一堂。本會將透過電話、電郵或傳真確認已收妥醫生證明。
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4. 天氣情況：請留意下列各情況下之課堂安排，而所有由會所取消之課堂將不會收取費用。

課堂類別	地點	下雨	黃色暴雨警告	紅色暴雨警告	三號風球	黑色暴雨警告	八號或以上風球
網球	頂樓及北岸網球場	X 課堂取消	教練將因應當時情況取消課堂	X 課堂取消	教練將因應當時情況取消課堂	X 課堂取消	X 課堂取消
	八樓小型足球中心	√ 課堂照常					
游泳及水中健康舞	三樓游泳池(當帳篷架起後)	√ 課堂照常		√ 課堂照常		警告除下兩小時後課堂將回復正常 當黑色暴雨警告於課堂開始後懸掛，該課堂將會繼續上課	警告除下兩小時後課堂將回復正常
	地下碧波游泳池及三樓游泳池(當帳篷架起後)	√ 課堂照常	X 課堂取消		警告除下一小時後課堂將回復正常		
所有其他課堂	不同室內地點	√ 課堂照常					

所有活動：當八號風球於下午四時後除下，當天所有課堂將繼續取消。

會員可自行決定是否參加當天回復之課堂，唯缺席者將不獲退回該課堂之費用。

5. **取消課堂**

定期團體班	<ul style="list-style-type: none"> 兒童班：需於終止或取消課堂前一個月以書面通知本會。否則本會將收取相應之課堂費用以代替通知期。 成人班：需於終止或取消課堂前十四天以書面通知本會。否則本會將收取相應之課堂費用以代替通知期。 本會將透過電話、電郵或傳真確認已收妥書面通知證明。
特別團體課程	<ul style="list-style-type: none"> 課程一經確認將不接受取消。
所有私人課堂	<ul style="list-style-type: none"> 取消課堂或更改課堂時間需於二十四小時或以前通知本會(取消私人游泳課堂需直接通知游泳教練，否則將繼續收取課堂費用)。 會員每月只可遞交一次終止、取消或更改課堂時間書面通知。 本會只會在確定收到更改課堂時間通知後才會接受課堂延期。 退出取消課程申請表，可於五樓健康中心、九樓 Chill Zone、九樓溜冰場、天台網球場及康體活動辦公室索取。

6. 缺席者將不獲退回費用或安排補堂。

7. 公眾假期將不會舉行任何課堂(健身訓練課堂除外)。

8. 會員將獲申請優先權。

9. 本會有權對任何課堂之安排及康體活動規則作出更改。本會亦有權在申請人數不足之情況下取消課堂。參加者可於五樓健康中心查詢最新之活動規則。

10. 申請人必須遵守本會所制定之會章及附則。課堂間如有任何損傷或發生任何意外事故，本會概不負責。

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Swimming



