

# 沙田大會堂及北區大會堂

## 免費郵寄／電子郵寄每月節目表服務申請表

### Application Form for Free Mailing Service/ Emailing Service of Composite Monthly Event Calendar of Sha Tin Town Hall and North District Town Hall

請在適當位置加「√」 Please put a "√" in an appropriate place

- 申請免費郵寄每月節目表服務  
Apply for free mailing service of the composite monthly event calendar
- 申請電子郵寄每月節目表服務  
Apply for emailing service of monthly event calendar
- 更新個人資料/郵遞地址/電郵地址 (請註明更改前及更改後的資料)  
Update personal particulars/ postal address/ email address (Please specify information before and after the update)
- 取消免費郵寄每月節目表服務  
Cancel the free mailing service of the composite monthly event calendar
- 取消電子郵寄每月節目表服務  
Cancel the emailing service of monthly event calendar
- } 任擇其一 Either one

請填妥表格寄回：新界沙田源禾路一號沙田大會堂，表演場地辦事處(新界東)市場推廣及地區活動部；或傳真至 2693 4878；或電郵 stth@lcsd.gov.hk。

Please send the completed form to: Marketing and District Activities Unit of Performance Venues Office (NT East) at Sha Tin Town Hall, 1 Yuen Wo Road, Sha Tin, N.T., or fax to 2693 4878 or email to stth@lcsd.gov.hk.

Ref. No. : \_\_\_\_\_ (For office use only)

姓名 Name : \_\_\_\_\_

英文 English (姓氏在前 Surname first)

\_\_\_\_\_ \* 先生/太太/女士/小姐 Mr./Mrs./Ms./Miss

中文 Chinese

地址/ \_\_\_\_\_

新地址 : \_\_\_\_\_

Address / \_\_\_\_\_

New Address : \_\_\_\_\_

地區 District : \_\_\_\_\_ \* 地域：香港 / 九龍 / 新界

Region: HK / KLN / NT

聯絡電話 : 852 - \_\_\_\_\_

Contact Tel. No.

電郵 Email : \_\_\_\_\_

\*請刪去不適用者 Please delete as appropriate

#### 個人資料(私隱)收集聲明

1. 你所提供的資料將會用作郵寄沙田大會堂、大埔文娛中心及北區大會堂的節目資料或其他有助市場推廣的用途。
2. 本署可能會將部份資料給予其他政府部門以作上述用途。
3. 除個人資料(私隱)條例所訂明的豁免外，根據同一條例第 18 及 22 條及附表 1 第 6 項原則，你有權要求查閱及更改本表格內所載的個人資料。
4. 如欲查詢或更改個人資料，請致函給副經理(新界東)市場推廣及地區活動，其地址載於本表格上。

#### Notification of Personal Data Collection

1. The information provided by you will be used for mailing of programme information of Sha Tin Town Hall, Tai Po Civic Centre and North District Town Hall and for other related marketing purposes.
2. The Department may disclose some of your information to other Government departments for the purposes mentioned above.
3. Subject to exemptions under the Personal Data (Privacy) Ordinance, of Section 18 and 22 and Principle 6 of Schedule 1, you have a right of access and correction of the personal data provided in this form.
4. Request for personal data access and correction should be addressed to Assistant Manager (New Territories East) Marketing and District Activities, whose address is printed on this form.