

Hong Kong Recreation Management Association  
Residential Clubhouse Management Award 2017

香港康樂管理協會  
住宅會所管理大獎 2017

Application Form 參加表格

Name of Participating Clubhouse 參賽會所名稱

Chinese 中文

English 英文

Address of Participating Clubhouse 參賽會所地址

Award Category 獎項類別

Category I 類別 I

Category II 類別 II

The name of the participating clubhouse and its property management company as appropriate will be printed on the award and trophy.

大會將按照上述參賽會所及所屬管理公司名稱，印製獎狀及獎座。

Contact Person 聯絡人

Post 職位

Correspondence Address 通訊地址

Contact Number 聯絡電話

Fax 傳真

E-mail Address 電郵地址

Name of Property Management 所屬物業管理公司

Chinese 中文

English 英文

All residential clubhouses are welcome to participate, but the consent of the relevant management company / owners' committee / Incorporated Owners as appropriate should be obtained before the written submission is made.

歡迎所有住客會所報名參賽，惟提名前必須取得有關管理公司 / 業主委員會 / 業主立案法團的同意。

Organisation Seal 機構印章

Authorised Signature 機構負責人簽署

Post 職位

Date 日期

I enclose a crossed cheque for HK\$2,500 made payable to "The Hong Kong Recreation Management Association".  
本人附上劃線支票港幣\$2,500，抬頭人為"香港康樂管理協會"。

**General Information****一般資料**

Property Developer 物價發展商

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Date of Occupation Permit 入伙日期

District 所屬地區

DD/MM/YYYY
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Total Number of Households 住宅單位總數目

Total Number of Blocks 住宅單位總座數

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Area of Households 住宅單位建築面積

Management Fee (Per Square Feet) 管理費 (每平方尺)

Metre <sup>2</sup> 平方米
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HK\$ 港幣\$
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**Clubhouse Facilities****住宅會所設施**

Total Area of Clubhouse 住宅會所總面積

Clubhouse Staff 住宅會所員工數目

Metre <sup>2</sup> 平方米
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Management Staff 管理人員	Front Line Staff 前線員工
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Facilities  
設施Total Number  
數目Facilities  
設施Total Number  
數目Audio & Video Facilities  
影視設施Library  
圖書館Children Playground Facilities  
兒童遊樂場設施Reading Room  
閱讀室Food & Beverage Facilities  
飲食設施Spa  
水療Function Room  
宴會房Outdoor Swimming Pool  
室外游泳池Gym  
健身室Indoor Swimming Pool  
室內游泳池Tennis Court  
網球場Sports Arena  
室內體育館Bowling Alley  
保齡球道Music Room  
音樂室Others  
其他

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## Summary of the Nine Judging Criteria 評審九項準則的摘要

Use not more than 200 words to summarise the information of each judging criterion based on the written submission  
請用不多於200字將參賽文件中的每項評審準則提供摘要

### i. Environmental Quality 環境素質

### ii. Security 安全性

**iii. Maintenance**  
**維修保養**

**iv. Sanitation Conditions**  
**衛生條件**

v. Team Management  
團隊管理

vi. Diversity and Attraction of the Organised Activities  
活動組織的多元化及吸引性

vii. Customer Service  
客戶服務

viii. Facilities Utilisation  
設施使用率

ix. Sustainable Development Plans  
持續發展計劃

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