Joint Sports Centre

<u>Telephone Booking Service for Open Time Slots</u>

Joint Sports Centre (JSC) eligible users may make Telephone Booking Service for reserving open time slots that are released from CityU, HKBU and PolyU to the JSC for on-the-day booking.

<u>Booking Procedure</u>

1. JSC eligible users can make on-the-day booking through the **Telephone Booking Service Hotline 2794 1168** from *8:00 a.m. to 10:00 p.m. each day* or from *5:30 p.m. to 10:00 p.m. on the previous day* (except General Holidays).

2. Telephone bookings will be processed on a first-come-first-served basis. Users should provide their university ID numbers when making any Telephone Booking Service.

3. Payment of hiring charge for the reserved session must be made at the JSC Service Counter **10 minutes** before the booking session begins. Otherwise, the "no show" reservation may be released for booking.

4. Bookings confirmed through the Telephone Booking Service cannot be transferred.

5. If any user forfeits the reservation of facility for more than **two occasions** within any period of 60 consecutive days, his/her privilege of using the Telephone Booking Service will be automatically suspended for a period of **six months**.

<u>Remark</u>

✧ For details of rules/conditions of use and booking procedures of facilities, please refer to the "Regulations Governing the Use of the Joint Sports Centre" or visit the JSC Web Site http://www.hkbu.edu.hk/~jsc.

✧ This Telephone Booking Service will be reviewed after a trial for three months. The JSC should have the discretion to delete, add or amend the above conditions of the Telephone Booking Service.

✧ The following eligible users may book the JSC facilities upon production of a valid identification card issued be CityU, HKBU or PolyU:
   a. Full-time/part-time students;
   b. Full-time staff:
   c. Immediate family members of full-time staff (except the children of full-time staff);
   d. Alumni who hold a valid sports centre user card;
   e. Retired staff who hold a valid long serving retiree membership card.

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