

# **賽馬會香港足球總會足球訓練中心 (足球訓練中心) 使用守則**

## **Jockey Club HKFA Football Training Centre (FTC) Rules and Regulations**

1. 所有租用人 / 使用者 / 訪客必須遵從本使用守則及足球訓練中心管理人員所提供之指引。  
All hirers / users / visitors must comply with these Rules and Regulations and any direction given by the FTC Management.
2. 用場許可證／批准信均不得轉讓。租用人必須於所租訂段節在場使用設施。使用設施前，租用人必須在登記櫃檯出示有效的用場許可證／批准信，以及租訂設施時登記用的身份證明文件的正本和認可資格證明（如有需要），以供查核和登記。如證實租用人違規轉讓用場許可證，可暫停其租訂設施資格。  
The booking permit/approval letter is not transferable. The hirer must be present during the use of the booked sessions. The hirer must produce the valid permit/approval letter together with his/her original copy of identity document used for registration and recognised qualification (if necessary) for verification and registration at the check-in counter before using the facilities. If a hirer is found to have engaged in unauthorised transfer of user permit, his/her booking right for use of facilities will be suspended.
3. 在租訂段節內，租用人須應足球訓練中心管理人員的要求出示其身份證明文件，以供查核。  
The hirer shall provide their identity document as and when required for checking upon request by the FTC Management during the booked session.
4. 只有球員及球賽工作人員可進入球場。  
Only players and officials involved in active fixtures are allowed into the pitch.
5. 觀眾在任何時候不應接近球場草地範圍。  
Spectators must keep off the pitch area at all times.
6. 所有球員均須穿着合適的服裝和運動鞋，並須使用合適的器材、所需保護裝備，以及遵守有關運動／活動的所有安全規則和使用條件。  
All players must wear appropriate attire, footwear, use appropriate equipment or protective gear as necessary and observe all safety rules and conditions of the respective sport / activity.
7. 除非事先獲得足球訓練中心營運經理批准，否則所租訂設施只可作其指定用途。申請人如擬使用設施進行其他活動，須在租訂設施前徵詢足球訓練中心管理人員的意見，並徵得其同意。  
The booked facilities should only be used for the designated function of the facilities, unless prior approval of FTC Operations Manager has been received. If any applicant wishes to use the facility for any other activities, the applicant should seek advice and agreement from FTC Management before making the booking.

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8. 禁止亂拋 (與該運動無關的) 物件、使用粗言穢語及作出不檢行為。  
The throwing of objects (not related to the playing of any sport), use of foul language and behaving in disorderly manner are prohibited.
9. 球場內禁止飲食。  
Eating and drinking is not allowed inside the pitch.
10. 足球訓練中心內嚴禁吸煙及焚燒物品。足球訓練中心管理人員**將驅逐**違反此守則之人士。如相關人士拒絕合作，足球訓練中心管理人員將尋求保安及警方之適當協助。  
Smoking and open burning is strictly prohibited at the FTC. The FTC Management **WILL** remove any person from the FTC if he / she is in breach of this regulation. Those who are not cooperative with the FTC Management or authorised staff, appropriate assistance will be sought from security and police officers.
11. 不准攜帶外來食物及飲品至足球訓練中心。  
No outside food and beverage can be brought into FTC.
12. 不准攜帶危險品至足球訓練中心。  
No dangerous goods or hazardous items can be brought into FTC.
13. 不准攜帶動物 (導盲犬除外) 至足球訓練中心。  
No animals (except guide dogs) are allowed in FTC.
14. 不准將玻璃及餐具帶至用餐範圍外。  
No glass and cutlery products are to be taken away from catering area.
15. 所有場地使用者必須在訂場時間結束後離開場地，並歸還所用之裝備到儲存區。  
All users must leave the pitch when their booked session has been completed. All equipment should be returned to its storage at this time.
16. 未經足球訓練中心管理人員批准，不准在足球訓練中心內掛上或張貼任何橫幅、旗幟、傳單或宣傳品  
No banners, buntings, flyers or publicity materials of any kind may be displayed in FTC without the permission of FTC Management.

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17. 除非獲得足球訓練中心管理人員許可，否則足球訓練中心地內禁止拍攝；另外未經批准者禁止使用閃光燈拍攝，以避免影響場內球員。  
Photo-taking and audio/video recording is not permitted unless authorised by FTC Management.  
The use of flash photography is prohibited to avoid potential distraction to the players in the field of play unless authorised.
18. 如設施在使用期間遭到破壞、損毀 (一般磨損或損壞除外)，或出現遺失或失竊的情況，租用人需要承擔設施的維修或重新添置之費用。  
The hirer shall be responsible to meet the cost of repairing any damage caused to the facility, and of repairing or reinstating or replacing any equipment, apparatus, fitting, or other property damaged or destroyed (fair wear and tear excepted), stolen or removed during the use of the facility.
19. 如租訂設施的團體沒有取場或充分使用設施而又未能提供合理解釋，足球訓練中心管理人員保留權利拒絕該團體日後的租訂申請。  
If an organisation, having booked a session, fails to turn up or fully utilise the facilities without a satisfactory explanation, the FTC Management reserves the right to refuse to accept further bookings.
20. 在天文台發出 8 號熱帶氣旋警告信號後，設施即會關閉。足球訓練中心管理人員如認為基於安全或運作理由不宜開放設施以供使用，亦可酌情關閉有關設施。  
Recreation and sports facilities will be closed on the posting of tropical cyclone signal No.8 and Black Rain Storm signal. The FTC Management may also exercise discretion to close the facilities when, in its opinion, the facilities are unsuitable for use from a safety or operational point of view.
21. 如任何人士不遵守使用守則，足球訓練中心管理人員可拒絕其使用有關設施及逐離足球訓練中心。在這種情況下，有關租訂會自動取消，已繳費用會被沒收。  
The FTC Management may refuse or remove any person from using the facility if he / she are in breach of these Rules and Regulations. In such an event, the booking will be cancelled automatically and the fees forfeited.
22. 如參加者或任何其他人士受傷，或有設施遭到損壞，必須即時向訓練中心管理人員報告。  
All injuries to participants or any other party, as well as damage to the facility, must be reported to the FTC staff immediately.

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23. 如足球訓練中心管理人員根據守則第 19 條的規定，基於惡劣天氣或任何無法預知的情況而取消已作實的租訂，租用人須在 15 天內申請補場或退款。不過，足球訓練中心管理人員並不保證有合適段節可供補場之用，原因包括但不限於須進行已預先安排的維修工程、有關設施當時的訂場情況或任何其他情況。如沒有合適段節可供補場，如足球訓練中心管理人員會安排退款。

If a confirmed booking has to be cancelled by the FTC Management owing to inclement weather or any unforeseen circumstances in accordance with Condition 19, the hirer may apply for reallocation or refund of the unused booking within 15 days. However, the FTC Management does not guarantee the availability of any suitable session for reallocation, for reasons including but not limited to scheduled maintenance works, prevailing bookings or other unforeseen circumstances. In such cases, a refund of hire charge may be made.

24. 在一般情況下，如租用人申請更改已作實的租訂時間，將視作取消租訂，已繳費用會被沒收。

Under normal circumstances, application from a hirer to transfer a confirmed booking to a different time will be deemed to be a cancellation and the fees paid will be forfeited.

25. 未經足球訓練中心管人員批准，不准在足球訓練中心內派發宣傳品、紀念品或贈品。

No promotional materials, souvenirs or give-away items may be distributed at FTC without the permission of FTC Management.

26. 所有車輛包括私家車、電單車、貨車及單車在內之所有車輛，均需停泊在指定之停泊處。除非獲得足球訓練中心管理人員的同意，停泊在停泊區域以外的車輛將被上鎖或從足球訓練中心拖走。

All vehicles including cars, motorcycles, vans, people carriers and bicycles are to be parked in the designated parking places. Unless otherwise approved by the FTC Management any vehicles parked outside these areas may be immobilised or towed from FTC.

27. 基於公眾安全及管理上的考慮，足球訓練中心管理人員可以根據租用人者的活動需要調節設施使用人數。

On the basis of the nature of use / activity of the hirer, the FTC Management may stipulate any maximum user capacity of the booked facility on grounds of public safety and management considerations.

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28. 足球訓練中心管理員人保留權利，可拒絕／取消租訂安排而無須事先通知申請人／租用人，並可限制進入場地的使用者及／或觀眾的人數，或以衛生理由或任何其他理由拒絕任何人進場，以及／或加入其他有關使用足球訓練中心的守則。

The FTC Management reserves the right to reject / cancel a booking without prior notice to the applicant / hirer and to restrict the number of users and / or spectators entering the venue or to refuse entry of any persons upon health grounds or other reasons and / or impose further conditions for the use of FTC.

29. 如租用人或獲其授權的任何人士在使用設施時，因租用人本身或獲其授權人士的疏忽而引起或引致任何人士死亡、受傷、蒙受損失或損害，以致有關人士向香港足球訓練中心有限公司或香港足球總會出訴訟、申索及要求，租用人須對香港足球訓練中心有限公司和香港足球總會作出彌償，並須一直為有關彌償負上全責。

The hirer shall indemnify and keep indemnified Hong Kong Football Training Centre Limited and The Hong Kong Football Association Limited (HKFA) against all actions, claims, and demands by any person who suffers or sustains any death, injury, loss or damage arising out of or as a result of the use of the recreation and sports facilities by the hirer or any person so authorised by him or her due to the negligence on his or her part or on the part of any such other person.

30. 如租用人在其租訂段需節使用臨時搭建物（例如：帳篷、電視支架）並開放其活動予公眾入場，足球訓練中心管理人員會要求租用人購買有效的公眾責任保險。足球訓練中心管理人員將因應其活動之性質決定其相關的保障條款細節。

For uses involving temporary structures (e.g. tents, TV scaffolding), open to public admission, the FTC Management will require the hirer to take out suitable insurance cover to protect the interests of both the hirer and the HKFA. The prevailing level of indemnity set by the FTC Management shall be applied to meet the scale / nature of the use / event.

31. 租用人不得製作、發布、展示或派發任何與活動有關並含有失實、偏頗、誤導或欺騙性質內容的宣傳資料。事先未經香港足球總會書面許可下，租用人不得在任何宣傳資料中以明示或默示的方式提述香港足球總會。租用人如違反或不遵守本守則，以致引起任何索償、要求、訴訟或法律程序，須對香港足球總會及其僱員和代理人作出彌償，並須一直為有關彌償負上全責。

The hirer shall not make, publish, display or disseminate event related publicity materials that contain false, biased, misleading or deceptive information. The hirer shall not expressly or by implication make reference to the HKFA in any publicity material without prior written permission of the HKFA. The hirer shall indemnify and keep indemnified the HKFA and their servants and agents against all claims, demands, actions or proceedings arising from any breach or non-observance of this provision.

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32. 未經相關法定部門許可及足球訓練中心管理人員的同意，不可在足球訓練中心的空域操作無人駕駛飛機。

No operation of Unmanned Aircraft Systems (UAS, also known as “drones”) within the airspace of the FTC is allowed unless the operator has obtained prior approval from the relevant approving authority and FTC Management.